

**City of Hemet Strategic Plan Action Items – FY 2024-25**

January 8, 2025 (Quarter 2 Update)

Highest Priority
High Priority
Important Priority

(A) Action Item	(B) Success Indicator	(C) Responsible Department or Division	(D) Support Group(s) / Council Liaison (s)	(E) Staff Lead	(F) Complete?	(F) Status/Comments
1	Establish City Customer Service Policy	Adoption/Implementation of Policy	City Manager’s Office	Mayor Pro Tem Kendrick	Mark Prestwich	City staff customer service survey has been completed as a first step toward development of a citywide policy. Next step is to build a draft and distribute for review.
2	Identify and prioritize opportunities for solar light installation; install up to \$150,000 of lighting improvements in FY 2024-25.	Prioritization opportunities shared with City Council; installation complete.	Public Works		Noah Rau	Five new dark locations were presented to the Planning Commission on 10/1/2024 and approved for solar lights. A PO has been issued and installation of lights at these locations are being scheduled with Yunex.
3	<p>Prioritize neighborhood code enforcement quality of life/nuisance/distressed property issues by dedicating 50% of the officer’s time to proactively engagement (e.g. weed abatement, curb appeal, etc.)</p> <p>Days: Friday, Saturday, Sunday, and Monday.</p>	<p>Number of courtesy warnings/letters issued and amount resolved within 20-day period before a citation is issued and subsequent code enforcement efforts occur.</p> <p>The number of courtesy letters issued to correct code enforcement violations before issuing citations has increased by 15%</p> <p>CBO/DFM, along with the fire prevention officers and code officers, had much success setting up face-to-face meetings to resolve ongoing weed abatement issues with stakeholders(e.g., Dr. Koka, Howard, Rosenthal, and other business owners).</p>	Department of Life Safety - Code Enforcement Division	Clean Up/Graffiti Ad Hoc	Javier Nolasco	<p><b>New pro-act cases opened as of 12/01/2024:</b></p> <ul style="list-style-type: none"> <li>CE2410-045 SIGN MAINTENANCE</li> <li>CE2409-082 UNPERMITTED CONSTRUCTION – NEW WINDOWS</li> <li>CE2409-083 PROTABLE FIRE EXTINGUISHER MAINTENANCE</li> <li>CE2409-084 GRAFFITI</li> <li>CE2409-085 GRAFFITI</li> <li>CE2410-012 OV TREE ENCROACHMENT</li> <li>CE2410-013 BLOCK WALL IN DISREPAIR</li> <li>CE2410-014 GRAFFITI, EXPOSED ELECTRICAL</li> <li>CE2410-015 OV TREE ENCROACHMENT</li> <li>CE2410-038 PROPERTY MAINTENANCE</li> <li>CE2410-039 GRAFFITI, SIGN MAINTENANCE, MECHANICAL</li> <li>CE2410-040 SIGN MAINTENANCE</li> <li>CE2410-042 TRASH ACCUMILATION, GRAFFITI</li> <li>CE2410-043 TRASH ACCUMILATION, DEAD VEG</li> <li>CE2410-044 POT HOLE ON PRIVATE ROAD</li> <li>CE2410-046 GRAFFITI</li> <li>CE2410-047 SIGN MAINTENANCE LA FITNESS</li> </ul> <p><b>High priority cases:</b></p> <p><b>102 E. Florida Ave. (building with no roof)</b></p> <p><b>TI improvements plans submitted, returned plan with corrections, waiting for property owner’s team to upload revised plans.</b></p> <p>12/29/2024 Found 120 E. Florida Ave. was Vandalized, there are 4 broken windows. A v/m message was left for property owner and representative. Issued and posted a notice of violation 24 hours to repair or board the broken 4 windows on the west side of the building.</p> <p>207 S Harvard St – CE2408-084 – Substandard                      1135 Valencia Ave Apt A – CE2408-035 - Substandard                      1135 Valencia Ave Apt C – CE2408-034 – Substandard</p>

						<p>1155 Valencia Ave Apt A – CE2409-008 – Substandard  1155 Valencia Ave Apt C- CE2408-018 – Substandard  1155 W Oakland Ave Apt D – CE2408-033 – Substandard  450 Copenhagen – CE2407-064 – Monitor Development Site  4402 Gallop Ct – CE2407-034 – Grow House  245 W Valley View Dr – CE2408-085 – Substandard  421 N San Jacinto – CE2409-015 &amp; CE2408-027 – Substandard  435 Walnut St – CE2408-104 – Substandard  735 Malibu St – CE2408-006 – Substandard  1537 Carlotta St – CE2409-071 – Substandard  2053 Nuevo - CE2409-090 – Substandard - (Not pro mgt)  2789 Rafferty Rd – CE1903-047 – Stop Work Order</p> <p><b>Pro-mgt is working to have most of their cases closed or close to being closed this week.</b></p> <p>PW Referrals:  4828 Shetland – Overgrown City Tree  743 Riesling St – Overgrown City Tree  Valencia Ave – Overgrown trees encroaching the sidewalk and street, there are about 5 or 6 trees on this street in this condition.  Johnston x Sanderson – I witnessed this man in my civilian vehicle siphoning city water. Reported to PW-contractor has permit.  Menlo x Palm – Graffiti on the stop sign-removed  Elk x Valencia – Graffiti on the stop sign-removed  Leslie x Santa Fe – Street sign missing, neighbor stated it was from an accident, there is also a what appears to be, a City tree hitting the power lines.  Central x Buena Vista – Overgrown tree, cannot see the stop sign.  Down City sign - Warren x Florida</p>	
4	<p>Develop and implement:  1 – Spring or Fall Arts Festival  2 – Wall Murals  3 – Fall or Spring Music/Concerts in Park Series  4 – Valley of the Mastodon Concept throughout City</p>	Implementation of Festival	Community Development + Communications and Event Coordinator	Arts and Culture Ad Hoc	Alan Reyes (Lead) + Veronica Allen	<p>Chalktober – complete;</p> <p>March of the Mastodons in progress for 2025</p>	<p>1--Fall Arts Festival, otherwise known as Chalktober, is scheduled for October 26, 2024, there will also be a fall farmers market at the Hemet Public Library. This is a community event followed by truck or treat. Chalktober was hosted at the Hemet Public Library, Saturday, October 26, 2024, where 61 entrants created chalk art in the Area around the Library’s Flagpole. The Hemet Library and the Hemet Art Association provided the art projects. Volunteers provided 120 hours of community service. Next year, additional artists will be welcome as there is plenty of space for another 40 artists</p> <p>4 – March of the Mastodons concept throughout the City. The City applied for the Local Parks grant for the project however was recently notified in September 2024 that the City was not awarded this grant this time around. The City is currently working on the Thrive Inland SoCal grant opportunity incorporating the March of the Mastodons project with economic development within the City. Ben Sandoval is lead on the grant since the focus of the grant is economic development. Staff is looking into a Bloomberg Foundation grant for Asphalt Art using the Mastodon Theme.</p>

5	Complete update to City Council Protocols	Adoption of Updated City Council Protocols	City Manager	Council Protocols Ad Hoc	Mark Prestwich	Complete	Final draft is anticipated to be distributed to Ad Hoc Members by October 22, 2024. The draft was reviewed by the Council on November 12, 2024, and adopted on December 10, 2024.
6	In partnership with Valley Wide and EMWD, negotiate lease with Metropolitan Water District for use of land for eight soccer fields; Advance and complete design for eight artificial turf soccer fields, adjacent parking lot, and required restroom facilities.	Negotiated agreement with Metropolitan Water District for property to construct eight soccer fields. Complete design of soccer fields, parking lot, and restroom facilities.	Public Works (Lead) + City Manager's Office + Planning (Economic Development)	Valley Wide, EMWD, Males	Noah Rau (Lead) + Jilleen Ferris + Ben Sandoval + Mark Prestwich		Coordinated with Valley Wide on soccer field design; in-house design of the soccer fields has started and is expected to be reviewed with Valley Wide in March 2025.
7	Consideration of State and Federal lobbyist services	Contract is established	City Manager's Office		Mark Prestwich		Draft RFP scope of work was distributed to Councilmember Lilienthal on October 16, 2024. The RFP was issued and the City has received responses. Interviews anticipated in late January with award of contract tentatively scheduled for February 11, 2025.
8	Identify locations, sequencing, land acquisition strategy, and funding requirements/options for location of future Fire Stations 6, 7, and 8 to meet NFPA Emergency Response Standards	Future Fire Station 6, 7, and 8 are identified, sequencing, and funding requirements/options are identified	Fire Department	Mayor Pro Tem Kendrick	Chief Sell		Draft Standard of Cover document has been completed identifying proposed locations based on existing demand. We have met with the City Manager and Economic Development Manager regarding the locations and sites for a Station 3 relocation and Station 7. Potential site for station 6 could be in the area of 2100 S. State. Next step is to meet with Mayor Pro Tem Kendrick to review.
9	Completion of 25 CIP Projects and progress another 7 closer to completion (see the 7 below) 5723 – Devonshire & Warren Traffic Signal (in Design) 5661- Oakland water transmission line (in Design) 5656 – 4” to 8” water main upgrades (in Design) 5706 – Esplanade South Side Improvements (In Design) 5657 – Citywide water main replacements (In Design) 5717 – Treatment Plant for wells 15 & 16 (Design Build RFP issued in Q4 23/24) Library Solar & Standby generator (grant awarded)	Completion and advancement of projects.	Public Works		Noah Rau		<u>CIP 5761</u> : Completed <u>CIP 5690</u> : Completed <u>CIP 5765</u> : Work completed and in close out. <u>Catalina Stormwater Pump Station Repairs</u> : Complete <u>CIP 5749</u> : In Construction <u>CIP 2403</u> : In Construction <u>CIP 5507</u> : Design Complete. Coordinating an interagency agreement with EMWD for a partner pipeline project in same segment of State Street. <u>CIP 5740</u> : Field renovations completed. Field lighting construction begins 1/6/25. Sidewalk improvements have been awarded. Shade sail west of snack bar building has been awarded. Project completion anticipated at close of 3 <sup>rd</sup> quarter of FY24/25. <u>CIP 5762</u> : Roof replacement project was awarded on 12/10/24, pre-con meeting scheduled for 1/13/25 and work anticipated to commence in late January 2025. <u>CIP 5663</u> : Project construction awarded by Council on 12/10/2024 and pre-con meeting scheduled for 1/8/25. <u>CIP 5717</u> : Design-Build Contract awarded to Pacific Hydro on 12/10/2024. <u>CIP 5764</u> : Currently in Design, expecting 100% plans and specifications week in January 2025. <u>CIP 5763</u> : Currently in design, expecting 100% plans and specifications in January or February 2025. <u>CIP 2402</u> : Proposals have been requested closing on 1/23/25.

							<p><u>CIP 5723</u>: Environmental permitting awarded and studies in process.</p> <p><u>CIP 2408</u>: The Environmental permitting review is in process. This project design is scheduled to be completed during FY 2025/2026.</p> <p>City Hall trash enclosure and generator security improvements: Third quote received 1/6/25 and will be awarding work in January 2025.</p> <p><u>CIP 5737</u>: Library Chiller replacement is complete and automation is still underway along with some additional work on the boiler and air handler units on roof.</p> <p><u>ATP Cycle 7 Grant Application</u>: The application scored pretty well but was not awarded due to reduced funding to the program this year. We will seek other funding options for Menlo Ave.</p> <p><u>CIP 5753</u>: In Design with Cozad &amp; Fox at 90%. Anticipate advertising for bids in February or March 2025.</p> <p><u>CIP 5659</u>: In design by City staff and anticipate advertising for bids in March 2025.</p>
10	Conduct independent staffing study and professional review/recommendations to improve City development review process	Completion of study	City Manager's Office	Business Outreach Ad Hoc	Mark Prestwich		Request for proposal was released on September 26, 2024. Proposals are due on October 21, 2024. Interviews are tentatively scheduled for November 4, 2024 with highest ranking proposers. The award of contract to Citygate Associates was approved on November 12, 2024. City has provided response to document request and is finalizing a stakeholder interview list for Citygate.
11	Update Hemet brand, identity, and story	Implementation of brand and marketing efforts	City Manager's Office + Economic Development Manager	Business Outreach Ad Hoc	Alan Reyes		City staff met with Mayor Petersen and Councilmember Males on January 7, 2025 to review draft scope of work. Next step is to issue RFP and seek proposals.
12	Enhance audio in City Council Chambers	Completion of project	IT	Councilmember Males	Scott Underwood		Staff is currently completing telephone installation and the Managed Detection and Response hardware solution installation and will then be pivoting to options to enhance City Council Chamber audio.
13	Establish employee retention and recruiting benchmarks; provide written quarterly and annual updates to the City Council via email	Establish and implement monitoring and reporting procedures, as well as targeted annual goals	Human Resources	Mayor Pro Tem Kendrick	Norma Rangel		Staff has prepared draft reporting factors and reviewed with the City Manager. Next step is to schedule a meeting with Mayor Pro Tem Kendrick to review.
14	Create/Revise the Shopping Cart Ordinance	Adoption of amended Ordinance.	City Manager's Office (Community Solutions Coordinator) + City Attorney (Lead)	Homeless Outreach Ad Hoc	Steven Graham		Ordinance Update Submitted for January 14, 2025 City Council Meeting
15	Develop 20-year road rehabilitation and funding strategy	Options shared with City Council	Public Works (Lead) + Admin Services		Noah Rau		Model is being prepared, and staff is scheduling pavement management system software training to assist in providing model inputs.

16	Development "Shovel ready" plan to modernize, expand, and beautify Simpson Park	Complete of plan	Public Works (Lead) + Police		Noah Rau		Staff developing in-house plan and collaborating with non-profits to identify projects and grant opportunities. Working on scheduling meetings to discuss master plan. There have been 25 locations mapped for trees. Overall site improvement project conceptual plans are being drafted by Assistant Engineer.
17	Plan and Implement Sierra Dawn Median Beautification Project	Completion of phased projects	Public Works		Noah Rau		Developing installation plan. Will match recent State St. drought tolerant median scaping. Identified irrigation needs and cost estimate. Staff is planning to present the draft installation plan to the Sierra Dawn Board of Directors on January 20, 2025 and the City Planning Commission on January 21, 2025. The implementation plan is tentatively scheduled for City Council approval on January 28, 2025.
18	Creation of City Economic Development Strategy	Adoption and implementation of Strategy	Economic Development Manager	Business Outreach Ad Hoc	Ben Sandoval	Complete	City Council approved Hemet RISES Economic Strategy on August 13, 2024.
19	Improve landlord property compliance citywide	Compliance documentation	Code Enforcement	Clean up/Graffiti Ad Hoc	Javier Nolasco		<p><b>High priority cases:</b></p> <ul style="list-style-type: none"> <li>Increased removal of trash/debris off the Florida corridor</li> <li>Compel property and business owners to focus on curb appeal and increased pro-act code activity.</li> </ul> <ol style="list-style-type: none"> <li>207 S Harvard St – CE2408-084 – Substandard</li> <li>1135 Valencia Ave Apt A – CE2408-035 - Substandard</li> <li>1135 Valencia Ave Apt C – CE2408-034 – Substandard</li> <li>1155 Valencia Ave Apt A – CE2409-008 – Substandard</li> <li>1155 Valencia Ave Apt C- CE2408-018 – Substandard</li> <li>1155 W Oakland Ave Apt D – CE2408-033 – Substandard</li> <li>450 Copenhagen – CE2407-064 – Monitor Development Site</li> <li>4402 Gallop Ct – CE2407-034 – Grow House</li> <li>245 W Valley View Dr – CE2408-085 – Substandard</li> <li>421 N San Jacinto – CE2409-015, 017 &amp; CE2408-027 – Substandard</li> <li>435 Walnut St – CE2408-104 – Substandard</li> <li>735 MALIBU ST – CE2408-006 – Substandard</li> </ol> <p><b>(ALL OF THE SUBSTANDARD CASES ARE PRO- MANAGEMENT PROPERTIES)</b></p> <p><b>New Pro-act cases opened as of 9/15/2024:</b></p> <ol style="list-style-type: none"> <li>CE2409-012 09/06/2024 140 SAN JACINTO ST, N – SIGNAGE</li> <li>CE2409-015 09/06/2024 421 SAN JACINTO ST, N – BUILDING CODES</li> <li>CE2409-016 09/06/2024 292 SAN JACINTO ST, N – SIGNAGE</li> <li>CE2409-018 09/06/2024 1784 FLORIDA AVE, W – GRAFFITI</li> <li>CE2409-019 09/06/2024 1640 FLORIDA AVE, W – GRAFFITI</li> <li>CE2409-020 09/06/2024 731 SANTA FE ST, S – BROKEN FENCE</li> <li>CE2409-021 09/06/2024 SWC DEVONSHIRE X CAWSTON – BROKEN FENCE</li> </ol>

							<p>20. CE2409-022 09/09/2024 2505 PARK AVE – OV, BROKEN FENCE</p> <p>21. CE2409-024 09/09/2024 275 SANDERSON AVE – SIGNAGE</p> <p>22. CE2409-025 09/09/2024 849 FLORIDA AVE, W – SIGNAGE</p> <p><b>Referrals to Public Works:</b> 1. Woodcrest monument signs in need of repair: Eaton and Sunset Cliff Ave and Broadway Ln.</p>
20	Plant trees throughout the City through public outreach	Planting at least 40 trees citywide	Public Works + City Manager’s Office		Noah Rau + Daniel Cortese		Currently forming list for tree planting locations that do not require expensive irrigation infrastructure be installed.
21	Identify additional options for youth engagement activities	Present options to City Council in public workshop and receive feedback/direction	City Manager’s Office	Councilmember Males	Mark Prestwich		Continuation of FY 2023-24 Council Action Item. The City continues its successful efforts with the Fall 2024 Mayor Mentee program. This cohort recently graduated students from local high schools. The City also has submitted a \$476,248 Youth Community Access Grant application which is pending.
22	Identify a management entity for Simpson Memorial Center	Identify and present options and cost considerations to City Council	Public Works	Councilmember Males	Noah Rau		City has approved interim six-month leases for Simpson Center. The City Council may wish to release a new RFP to seek professional management options and/or direct the City Manager to evaluate an internal approach to managing programming at the Simpson Center.
23	Develop prioritized plan/options/funding requirements for landscaping enhancements on City streets and transportation corridors including Domenigoni Parkway	Present plan/options/funding to City Council	Public Works		Noah Rau + Gregg Holyoak + Daniel Cortese		No update.
24	Consider conversion of private streets to public streets to improve condition and maintenance of streets	Prioritize options for potential conversion of private streets to public streets	Public Works		Noah Rau		Some initial research has shown that each private street has their own challenges that would be posed in their transition to public streets. Additional analysis is necessary to further estimate costs and prioritize options.
25	Fast track qualifying development projects	Identify qualifying projects, update Codes, market and implement initiative	Community Development Department + Economic Development Manager	Mayor Pro Tem Kendrick	Monique Alaniz-Flejter + Ben Sandoval		No update.
26	Actively pursue businesses that require skilled labor/have high paying jobs)	Documentation of number of business outreach efforts + business expansion/jobs created	Economic Development Manager	Business Outreach Ad Hoc	Ben Sandoval		City has applied \$1 million in Catalyst Funds to bring in more higher paying jobs to the City of Hemet. Actively meeting with investors, developers and CEO’s to bring in more business to the City of Hemet.

							<p>Also working with the Riverside County Workforce Development Board to offer subsidized employment to youth. In addition, working with the EDC to be part of a FAN tour to attract new business.</p> <p>City is planning and will host an inaugural Hemet Economic Summit on February 27, 2025.</p>
27	Identify uses for City-owned land (including business opportunities)	Prioritization of opportunity sites and number of secured use/lease agreements	Economic Development Manager		Ben Sandoval		Map of all City owned properties has been created. Working with developers such as YK America and Commonwealth to bring in sectors such as Hospitality, Healthcare and growing industry clusters. City is also having three City-owned parcels totaling approximately 15 acres along the railroad right-of-way appraised before advancing a Surplus Land Act process.
28	Modify City Hall and Covell Building to fully staffed five days per week	Implementation requires meet/confer and agreement with impacted bargaining units	Human Resources		Norma Rangel		Discussed in closed session. No action required at this time. Will await on further guidance.
29	Creation of a Youth Council	Develop and adopt program, complete Youth Council recruitment and launch initiative	City Clerk		John Paul Maier		Preliminary research is complete and recommended Youth Council framework has been developed. A presentation is scheduled for the Council meeting of January 28, 2025.
30	Identify options for horse tours, City stable, and horse patrols	Present options to City Council for consideration	Police Department	Mayor Petersen	Chief Arellano Captain Mouat		Staff has completed a comprehensive review of options and costs associated with implementation of horse tours, development of a City-owned stable, and horse patrol. Next step is to meet with Mayor Petersen to discuss analysis.
31	Consider creation of a Business Incubator with possible veterans and arts focus	Presentation of options to City Council	Economic Development Manager	Business Outreach Ad Hoc	Ben Sandoval		City has applied for \$1 million in Catalyst Fund funding and is awaiting a response which is expected by late January 2025. Future Economic Summit will highlight this for future development
32	Revamp Community Dog Park with new amenities + games, dog parades, etc.	Prioritization and implementation of recommendations	Public Works	Mayor Pro Tem Kendrick	Noah Rau		<p>In July and August 2024, PW crews Installed new decomposed granite surface throughout the dog park area. In early October 2024, two new bottle filler and dog bowl drinking fountains were installed.</p> <p>Researching options and costs for dog park amenities including agility equipment.</p>
33	Design "Shovel ready" Fire Station 2 Expansion Plan to Accommodate Squad	Completion of plans	Fire Department		Noah Rau (Lead) + Chief Sell		Station 2 remodel needs to go to RFP for an architect. We will be working with Public Works to accomplish in the upcoming weeks.
34	Engage community and park design professional to plan "Shovel ready" improvements to Weston Park	Completion of plans	Public Works		Noah Rau		RFP issuance is planned for the 3 <sup>rd</sup> fiscal quarter.
35	Create a Community Garden	Identify site + partner(s) + implementation	Public Works		Noah Rau + Daniel Cortese		A meeting was held on October 10, 2024 with a representative of the Green Coalition and a representative of My City Youth. A City-owned downtown property has been identified as a preferred location. Additional due diligence is necessary.
36	Design "Shovel ready" expansion plan for Fire Station Training Facility Complex	Completion of plans	Fire Department		Chief Sell + Noah Rau		Internal communications evaluating the needs/desires of the Training Facility Complex.

							Training Center Site plan will begin in early February 2025.
37	Consideration of eliminating City's wrought iron security fencing requirement around commercial developments	Present more attractive solutions in lieu of fencing to encourage attractive commercial developments to the City	Planning	Planning Commission	Monique Alaniz-Flejter		City Attorney is coordinating with the Planning Division for a Municipal Code update on Fencing. When draft, the Ordinance will be presented to the Planning Commission for review and a recommendation.
38	Development of a Police Cadet youth pipeline program	Measuring the number of youth connected with employment opportunities	Police Department		Chief Arellano Captain Brock		Continuation of FY 2023-24 Council Action Item. We currently have a "Cadet Program" in place now with specific requirements intended for college students only. Preliminary work has been done to modify this job description to eliminate the college enrollment requirement and add enrollment in a CTE program, active participation in a Police Explorer Program, or ROTC. The updated job description, testing, and background are currently under review by PD Staff with the hopes of presenting the full plan in Q3.
39	Secure and install a "Managed Detection and Response" (MDR) Solution for cyber readiness	MDR Installation is completed	IT		Scott Underwood		Contract with Artic Wolf was awarded at the October 22, 2024 City Council Meeting. Staff is currently working on the configuration for the service.