

FRESHLY SQUEEZED



THE MONTHLY NEWSLETTER FOR UPLAND CITY COUNCIL & STAFF

CITY MANAGER'S UPDATE

On June 27, 2016, the City Council adopted the 2016-17 Fiscal Year budget. This budget is primarily a "maintenance" budget. In general it maintains similar spending levels as the prior year. It was a long a difficult process that required teamwork, sacrifice, and long, dedicated hours by all involved to get to this point and even harder work begins going forward. First on a positive note, property values remain strong and the new businesses and developments continue to keep the sales tax at a steady pace. Although department heads submitted conservative budgets, expenditures in the general fund increased by \$3,000,000 primarily due to an increase in personnel and PERS costs. We anticipated these increases and made the necessary cuts to accommodate them.

While this budget is a balanced budget, it is important to note that the forecast for the next five years shows that without additional revenue and/or significant cost reductions, we will be dipping into our reserves in order to balance the budget. Over the next several months, I along with my staff will be reviewing our options to develop near-term, mid-term, and long-term strategies in order to provide a more stable economic outlook for the City.

Even though we have work to do to improve our financial condition, it is important to acknowledge the significant improvements over the past 24 months. We have been able to increase our reserve to 12.5%, set \$2.5 million aside through an IRS Section 115 account to pay for future retirement costs, and remove negative fund balances from nearly all City fund accounts. Thank you to the Executive Team for your flexibility and teamwork in developing this budget. Much gratitude to the Administrative Services Department, including the Finance Division, for your tireless efforts in bringing this balanced budget forward. Most importantly, thank you to the City Council for working with us and having confidence in us to move forward in addressing our financial concerns. This teamwork is essential in moving the City of Upland forward toward financial stability.

Rod Butler
City Manager

JUNE CITY COUNCIL HIGHLIGHTS

In June, the Council took the following actions:

- Received a presentation on homeless issues from the Upland Police Department
- Authorized the City Manager to execute a Cooperative Agreement with the San Bernardino County Transportation Commission, for the purpose of designing and constructing safe pedestrian/bicycle accessibility improvements with the sphere of influence of the Upland Metro-link Station
- Accepted Traffic Safety Grant Funds and authorized the appropriation of \$118,894
- Authorized the City Manager to execute an agreement with the San Bernardino County Flood Control District to maintain multi-use trails located within the County right of way and easements
- Held a Public Hearing for the Spanish Trails Plan Project at 15th St. and Benson Ave.
- Awards of Bids for 14th Street Pavement Rehabilitation and Water Improvements, and 22nd Street Pavement Rehabilitation and Water Improvements
- Presented Certificates of Completion to the Upland Community Response Team (CERT)
- Accepted an Alcohol Beverage Control grant in the amount of \$37,594
- Ratified the Mayor's reappointment of Bill Velto to the Planning Commission
- Approved a Community Facilities District for Harvest at Upland development
- Adopted the 2015 Urban Water Management Plan
- Approved the financing modifications to fund the development of the second phase of Coy D. Estes Senior Apartments
- Approved the 2016-17 Fiscal Year Budget
- Approved placing on the November ballot the Medical Marijuana Citizen Initiative, as well as a Measure for a Total Ban on all Marijuana-related Uses
- Approved a contract to evaluate the methane gas system and design for the Upland Landfill Flare Station

ETHICS CORNER

For the past few issues, we have focused on ethics in general terms. This issue puts you to work determining the ethical answers to the following scenarios. Test your knowledge! Send your response for any of the following scenarios to jvagnozzi@ci.upland.ca.us and we will post the best answers in future issues.

You have a side business on the weekends that sometimes requires follow-up phone calls and emails with customers during the workweek. You try to do this during your lunch hour or on breaks. Is this acceptable? Is approval for secondary employment necessary?

You and your wife just purchased a second home that you will rent out for extra income. You have three interested renters, but they all seem a bit questionable. Since you work at the police department, you are planning to run background checks on all of the applicants so you will know if they would be good renters. Is this allowable? Is this an acceptable use of City resources?

Your coworker, Dan, called in sick for two days straight, however, you are quite sure that Dan was not sick. You are "Friends" with him on Facebook and you know from looking at his Facebook page that he was on a 4-day trip to Catalina Island. What do you do with this information? What is the ethical thing to do?

You and your partner are called to a scene towards the end of your shift because a female suddenly fainted. Upon arrival the patient is conscious. She informs you she doesn't know why she fainted, she's not pregnant or anemic, but she feels okay now. You prepare to take the patient's pulse, but your partner takes over and suggests you obtain the patient's biographical information. You note that your partner employs a technique that allows for manipulation and the recorded pulse is just below the mandatory transportation to hospital rule. What do you do next?

ADMINISTRATIVE SERVICES

Welcome New Employees who joined the City in June:

Kevin Watson, Utilities Operations Manager
Liliana Castillo, Intern II
Kailene Loza, Police Records Supervisor
Ashley Dabu, Aquatics Instructor/Lifeguard
Rudy Varo, Aquatics Instructor/Lifeguard

Vanessa Murray, Aquatics Instructor/Lifeguard
Jordan Alexander, Aquatics Instructor/Lifeguard
Gregory Conner, Animal Control Officer
Luis Camacho, Maintenance Worker I
Falon Hafoka, Aquatics Instructor/Lifeguard

TRAINING REMINDERS:

- Workplace Bullying: Awareness and Prevention is due July 1, 2016 (Safe Personnel)
- Active Shooter Training is July 12, 2016 at 7:00 a.m. in the Council Chambers
- Supervisory Workshop #1 is July 21, 2016 at 8:00 a.m. at the Carnegie Building

Finance

New Businesses:

Auto Dealer Quest	Administrative Office
Banfield Pet Hospital	Veterinary Services
Carlos Jaramillo Real Estate Broker	Real Estate & Mortgage Services
Crystal Ship Distribution LLC	Retail Crystals & Minerals
Star Light LED Inc.	Wholesale Light Fixtures

Tyler Munis and Energov Update - Staff attended Report Writing training, Employee Maintenance analysis sessions, Time and Attendance analysis sessions, Payroll Processing analysis sessions, HR Functions analysis sessions and setup tables and functions for Planning, Code Enforcement, and Permits modules.

TYLER TIPS – We're on the heels of a new year and this little reminder may help to relieve some reporting frustration. Munis uses the fiscal period number, not the month number associated with the calendar. You might want to print this and hang it near your computer.

FY 2016-17			
Calendar		Fiscal Year	
Month	Year	Period	Year
July	2016	1	2017
August	2016	2	2017
September	2016	3	2017
October	2016	4	2017
November	2016	5	2017
December	2016	6	2017
January	2016	7	2017
February	2016	8	2017
March	2016	9	2017
April	2016	10	2017
May	2016	11	2017
June	2016	12	2017

This information can be found on the All_Personel drive in the Munis Helpful Tips folder.

IT Tip of the Month - Traveling Securely - Summer is here and many of us take time off and go on vacation. Unfortunately, cyber criminals target travelers. With a little care it's possible to protect yourself and avoid potential problems. Below are some useful tips:

- Do not plug USB cables into public charging stations as the charging station may transfer malware to or download data from the device. Only connect USB powered devices to the power adapter with which they were intended to be used.
- Use discretion when posting information online. Consider keeping your social media pages private, so only authorized individuals can visit.
- Report suspicious activity, including incidents in which your electronic device is handled or examined by anyone, to your IT department.
- If it's legal in the country where you are travelling, conduct all activities over encrypted connections.
- If you are travelling abroad, know the local laws regarding online behavior, as some online behaviors are illegal in certain countries. Consult the State Department website for information about particular destinations.
- Do not access sensitive accounts (e.g. banks, credit cards, etc.) or conduct sensitive transactions over public networks, including hotel and airport Wi-Fi and business centers, or Internet cafes. Use wired connections instead of Bluetooth or Wi-Fi connections, whenever possible. If it's legal in the country you are travelling, use VPN connection to access sensitive accounts or systems.

More than Reading - Our Upland Library has great things happening in July. The Summer Reading Challenge is on! People of all ages can register, read, and win prizes. Register online at upland.readbydesign.org. Other activities coming up in July include: Live Action Pac-Man on July 7th, Iron Chef on July 14th, Super Smash Brothers Tournament on July 22st, and the local teen band Battle of the Bands on July 29th. There is always something new and exciting for the entire family at the Library.

Kittens, Kittens, and More Kittens – It is that time of year! There is an abundance of kittens available for adoption at the animal shelter and they are adorably cute. If you are ready for a kitty, Friends of the Upland Animal Shelter is offering a half price adoption fee on cats and kittens. Drop into the shelter and find your next kitty or find more information online at www.friendsofuplandanimalshelter.org.

DEVELOPMENT SERVICES

New Commercial Coming to North/West Upland – On April 28th, LStar Communities received approval for Sycamore Hills

Plaza, a 62,000 sq. ft. neighborhood commercial center situated on 10-acres at the north/east corner of Baseline Road and the I-210 Freeway. The center will be anchored by a “365 by Whole Foods” grocery store and a CVS Pharmacy. The 365 by Whole Foods is a new prototype concept targeted to appeal to the millennial generation. The Upland 365 market site was selected to be among the first of its kind to open statewide and will be Whole Foods first Inland Empire location.

The developer has started pulling building permits for the Sycamore Hills commercial center. Addresses have been assigned for 5 buildings in the 10-acre commercial center. In addition to the main anchors, 365 by Whole Foods and CVS Pharmacy, the developer has indicated strong interest from a variety of potential tenants including restaurants, banks, and services uses.

Spanish Trails Specific Plan – In June 2016, the City Council approved the Spanish Trails Specific Plan as requested by Frontier Communities. Spanish Trails will allow for the development of 39 new single-family detached residential units with onsite recreational amenities, on a 4.5-acre site located on 15th Street near Benson Avenue. The subject property is a former tennis club facility, which is no longer in operations, and is located north of the City's Greenbelt Park. The residential project is designed to create a “walkable” community with a pedestrian-friendly street system, including a centrally located common area open space offering half-court basketball, exercise stations, children's play area, and a barbeque/picnic area. Homes in the Spanish Trails community will reflect classic architecture styles that include: Spanish, Italianate, and French Country.

Upland Helps Small Businesses - The City of Upland is committed to helping the residents of this community who are interested in starting a small business or who are currently operating a small business achieve great success. Our partnership with Inland Empire Small Business Development Center (IESBDC) is designed to offer guidance, consulting, and strategic planning for any and all small businesses interested in participating. This FREE service offers one-on-one, confidential counseling on a wide range of important business topics such as financing, marketing, business plan preparation, and managing for growth. The IESBDC serves as a technical assistance provider for lenders, helps entrepreneurs choose to invest in themselves, and helps them develop successful business plan strategies.

In addition, the City of Upland and IESBDC offers a continual schedule of workshops offered here in Upland at the Carnegie Building on a quarterly basis. Each workshop is designed to teach practical, hands-on small business management skills which are facilitated by dynamic, knowledgeable instructors, and range in content from introductory to advanced. Topics include marketing, cash flow, financial statements, business

valuation, sales, bookkeeping, accounting, strategic planning and much more.

The City of Upland is proud of this partnership and the ability to offer such a valuable opportunity for the small businesses in our community. For more information or to schedule a confidential appointment, please contact IESBDC at (909) 983-5005.

COMMUNITY SERVICES

Session I of our Summer Aquatics program just finished, it went very well and most classes were full. This was our first year using ActiveNet Software and participants were able to register online or in person at the pool. Having this software was very efficient and we could not have been happier with this addition. The Summer Aquatics Program will run thru August 5th and classes are still available. To register or to see what classes are available, please visit <https://apm.activecommunities.com/Upland/>.

The first week of the 8-week Upland Recreation/Upland Community Partnership Free Morning Program at the Upland Housing Authority welcomed more than 14 children. The children are receiving breakfast and a snack, enjoying crafts, STEM projects, indoor and outdoor activities, and just good safe fun. Children, ages 5 to 12 years, are welcome to attend. For more information, please call Janis Rice in Recreation at ext. 4281.

The 2016/2017 Upland Recreation Volunteer Program is in full swing. Volunteers have been assigned to assist Recreation staff and instructors at various locations. This program is designed to encourage teens to broaden their horizons and experience what it means to help out in their community.

The 30th Annual 4th of July Fireworks Spectacular Celebration at Upland High School Football Stadium is quickly approaching. Pre-sale tickets are \$8 per person and are being sold at Upland Recreation, Finance at City Hall, Marco's Pizza and Mountain View Chevrolet. Tickets will be \$10 at the gate. Gates open at 5:30 p.m. and the live performance from Retro Station Band begins at 6:00 p.m. Upland Foothill Kiwanis will have a snack bar and BBQ including popcorn, snow cones, candy, cold drinks, nachos and more. Marco's Pizza will be selling pizza, Bert and Rocky's will be selling their delicious ice cream and there will be a kid's fun zone. Join us for some great family fun and great fireworks by Pyro Spectacular. Come see why Upland has the best fireworks around!



Summer Movies and Concerts in Magnolia Park will start on Wednesday, July 13th. Concerts begin at 7:00 p.m. and movies start at approximately 8:45 p.m. The featured band for the Movies and Concerts kickoff will be 90 Proof and the movie will be Hotel Transylvania 2. Upland Foothill Kiwanis hosts a wonderful snack bar and there will be fun and activities for the whole family. Be sure to bring your low lawn chairs, blankets and family for a night you won't want to miss! To check our 6-week line up, please check the City's website or Upland Today.

Calling all employees . . . Join the Recreation Division on Saturday, August 6th for Fun-lympics. This event is designed to challenge families and groups of 3 to 5 (ages 5 and up) in friendly competition of the body and mind. The cost is \$10 per group and pre-registration is required. Registration includes brunch and prizes. The event will be held at Magnolia Park from 8:00 a.m. to 12:00 p.m. So grab your family members, friends and/or co-workers and sign up. For more information, please call Janis Rice in Recreation at ext. 4281.

Gibson Senior Center - On June 10th, the senior center had their first "Colorful Creation" craft class. The seniors made a patriotic door hanger that they were able to keep. Each one turned out beautiful, and unique. There was a small turnout, but as the word spreads, we expect to have more participants. One of the participants said that she had fun and plans to come every month. In July they will be making a terra-cotta pot light-house.



New Vision Theatricals put on the first in a series of cabaret performances on June 11th at the Gibson Senior Center. The seniors had a great time singing and dancing to Broadway show tunes. We are happy to announce that the cabaret will be back on August 27th with two performances, at 2:00 p.m. and 7:30 p.m., featuring Disney classics. Bring the kids. Adults \$12, seniors/kids \$7. Seniors from the Gibson Center can purchase special discounted tickets for \$5 in advance.



Gibson Senior Center staff served coffee and delicious apple pie to celebrate Father's Day. The seniors did a word search, of words that remind us of dad, and discussed their grandchildren. We learned that Ned Miller, a regular patron of the Senior Center has over 20 grandchildren, and 38 great-grandchildren! Staff was so glad they were able to celebrate this special day with so many fathers, grandfathers, and great-grandfathers and the seniors had a blast as well!

The Senior Center hosts a monthly Grub Club in which seniors enjoy socializing over a meal and dessert. June's meal included pizza, a garden salad and chocolate cake. The Grub Club is on the 4th Tuesday of every month from 3:30 p.m. to 5:00 p.m. for a nominal fee of \$4 per person. For more information on this activity and other activities offered at the senior center, please call (909) 981-4501.

The Alzheimer's Association just finished a 3-part series at the Gibson Senior Center. Those attending were educated on "living with Alzheimer's for Caregivers" and found this to be a very educational workshop. The Alzheimer's Association has been offering lectures and workshops at the Senior Center for many years and they truly are an asset to seniors with Alzheimer's and their caretakers.

The Gibson Senior Center holds free blood pressure screenings for seniors. Screenings are the 2nd Tuesday of each month, from 11:00 a.m. to 1:00 p.m. Walk-ins welcomed. Please call the Senior Center for more information at (909) 981-4501.

On June 30th, attendees learned the ABC's of hearing at a presentation by Connect Hearing. This Educational Hearing Health Talk provided a more thorough understanding of the

different types of hearing loss and potential side effects, treatments and treatment outcomes. Information regarding hearing aids or other hearing related topics were available. Hearing screenings were also offered. Please contact the Senior Center for more information at (909) 981-4501.

The Upland CA Multiple Myeloma Support Group meets on the first Friday of the month from 10:00 a.m. - 1:00 p.m. at the Gibson. This support group offers interaction with other Multiple Myeloma patients, families and caregivers who are going through the same experience. Learn about new up to date information and treatment options for Multiple Myeloma patients. For more information, please contact Mrs. Carlene Pratt, Chairperson, via email at carlene_pratt@yahoo.com,

FIRE DEPARTMENT

Calls for Service - Since January 1st, the Upland Fire Department has responded to 4.733 calls for service.

Captain Barna, Engineer Alexander, and Firefighter/Paramedics Homayounieh and Armendariz were assigned to the Border 3 Fire in San Diego County.





Chief Segalla and Deputy Chief Corbin accompanied the Upland Police Department in the Law Enforcement Torch Run for the Special Olympics.

POLICE DEPARTMENT

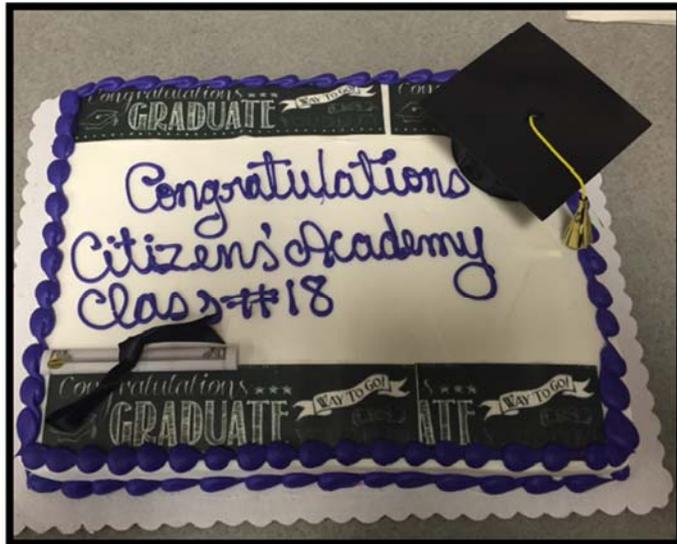
Community Events – Members of the Upland Police Department attended the following community events:

- May 24th Upland Unified School District Counseling Center Open House
- May 25th Upland Community Partnership Meeting
- May 25th Neighborhood Watch Meeting at Upland Viewpoint
- May 26th Coffee with a Cop
- May 27th Fuel for Success – Read to Kids at Valencia Elementary School
- May 31st Citizen’s Academy Graduation
- June 2nd Reading for Rotary – Read to Kids at Baldy View Elementary School
- June 2nd Neighborhood Watch at Laurel Ave.
- June 3rd 2016 Soup’s On at Grace Lutheran
- June 8th Volunteers in Police Services Breakfast
- June 8th Special Olympics Torch Run
- June 10th Assemblyman Holden – Q & A Session
- June 14th Homeless Advocates Meeting
- June 15th Explorer Orientation
- June 16th Neighborhood Watch at Upland Hills Drive North

PUBLIC WORKS

Staff Helps to Get the Word Out - On June 4th, Joel Greene and his film crew from Curiosity Quest came out to our Household Hazardous Waste Operations to shoot a public information and educational awareness piece on the HHW program, which is a free resource available to our residents. It is anticipated that the final video will be provided to the City in July for publication. Thank you to Luis Macias, Tony Gonzales, Zack Husa, Philip Estrada, Victor Alvarado and Jeremy Gendreau, and our residential users for assisting us in this public awareness film production





Crime Statistics are available on-line on the Police Department Public Information page. Please click on the link below to view:

http://www.ci.upland.ca.us/#Crime_Statistics

Administration Highlights:

The backgrounds and training division is working to fill a total of 16 vacant positions. During the past month, a Records Supervisor and a Police Service Technician were hired.

Members of the Upland Police Department participated in the annual Special Olympics Torch Run. The Upland Police Department picked up the torch from the Rancho Cucamonga Sheriff's Department at Foothill and Grove. Members of the Department then ran with the torch across Foothill from Gove to the Claremont city limit where the torch was handed over to the Claremont Police Department.

Community Resource Officer Highlights:

The Community Resource Officer (CRO) team was very active this month.

- The CRO's attended the graduation of two previous Upland homeless individuals that completed the Salvation Army program. Both graduates of the program have been afforded housing and employment.
- The CRO's assisted CalTrans with the cleanup of the I10 Freeway embankments between Campus Ave. and Mountain Ave.
- The CRO's contacted local businesses and provided training on crime prevention techniques.
- The CRO's and Code Enforcement planned and served a search warrant at an illegal medical marijuana dispensary with the assistance of the Detective Bureau.
- The CRO's provided active shooter training for members of the Upland Police Department and Upland Fire Department.
- To date, the CRO's have housed 50 chronically homeless individuals with the assistance of advocates, clergy council, stakeholders, and other personnel.

- The CRO's located illegal camps set up in the storm drains along Foothill Blvd. and had the trash and debris cleaned.



JULY BIRTHDAYS

Matthew Gulserian	July 2	Esperanza Rios	July 10	Luz Barrett	July 18
Clover Rogers	July 3	Carol Timm	July 11	Robert Castaneda	July 20
Nancy Simmons	July 4	Marsie Grady	July 12	Travis Cotton	July 21
Heather Velasquez	July 4	Michael Johnson	July 12	Scott Long	July 23
Anthony Wilson	July 4	Matthew Simpson	July 12	Sylvia Kiel	July 23
Carlos Teixeira	July 5	Mark Carlos	July 13	Steven Wyno	July 26
Deanna Marrujo	July 5	Desiree Shifflett	July 16	Justin Romero	July 26
James McDonough	July 5	Ashley Griffith	July 16	Elizabeth Nutt	July 27
Emily Saucedo	July 8	Carmen Turner	July 16	Darla Cleveland	July 30
Jonathan Churchick	July 9	Christopher Hayes	July 17		