



MINUTES
SPECIAL CITY COUNCIL MEETING
TUESDAY, FEBRUARY 27, 2007, 5:00 P. M.
CITY COUNCIL CONFERENCE ROOM
245 E. BONITA AVE.

PRESENT:

Mayor Curtis W. Morris (arrived 6:24 p.m.)
Mayor Pro Tem Jeff Templeman
Councilmember Denis Bertone
Councilmember John Ebner (arrived 5:26 p.m.)
Councilmember Sandy McHenry

City Manager Michaelis
Assistant City Attorney Steres
City Clerk Rios
Assistant City Manager Stevens
Assistant City Manager Duran
Director of Development Services Coleman
Public Works Director Patel
Parks and Recreation Director Bruns
Planning Manager Hensley
P.W. Superintendent Campbell

1. CALL TO ORDER

Mayor Pro Tem Templeman called the meeting to order at 5:05 p.m.

2. ORAL COMMUNICATIONS

(For anyone wishing to address the City Council on an item on this agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda.)

- a. Members of the Audience

No one came forward to speak.

3. STUDY SESSION

- a. Department Directors' preliminary focus for 2007-08 City of San Dimas Budget.

City Manager Michaelis said direction would be requested on how to proceed with the dissolution of the Northwoods Assessment District.

City Manager Michaelis said each department head would present a preliminary summary to prepare recommendations for the city's spending plan for 2007-08 and invited the Council to submit any budget items they would like included.

Department heads summarized recommendations for the City's spending plan for 2007-08.

Administrative Services

Assistant City Manager Duran proposed increasing the number of pages of the quarterly newsletter to provide more information at no additional cost. He said the current expense is \$32,000 annually which includes production and postage. He stated that staff continues to move forward with the city hall expansion and hopes to provide more information with the detailed budget.

In response to Mayor Pro Tem Templeman, Mr. Duran said he is sharing comments with Assistant City Manager Stevens on how to prioritize the city hall expansion project, and felt this item might need further discussion at the Retreat. He added that a second deck needs to be constructed for future parking and trailers while construction is underway.

Mr. Duran said enhanced parking enforcement has been implemented and said the hiring of a full time parking control officer two weeks ago has made a difference. He said one vehicle is included in the budget and two vehicles are deferred for next fiscal year budget. He mentioned that the program includes one full time officer and two part time officers with overlapping shifts for seven day coverage. He indicated that staff is in training and working with the Sheriff's Department.

He responded to questions concerning Nextell telecommunication and said the lead vehicles have a link with the Sheriff's Department.

Mr. Duran would like to budget funds for a comprehensive review of the website, and he would like to bring in a consultant to evaluate the current GIS program.

Mr. Duran said the Sheriff's contract rate increase is between 6-8%, which is approximately \$300,000 annually, and one request from the Sheriff is graffiti abatement from the COPS grant allocation.

In response to Mayor Pro Tem Templeman, Mr. Duran replied that the cameras purchased are not effective and staff is looking at other options.

Mr. Duran stated that staff is looking at Community Notification System that would allow the City or Sheriff's Department to notify by telephone a specified area in the event of an emergency, criminal activity, or event.

Parks and Recreation

Parks and Recreation Director Bruns said Parks and Recreation will continue to provide adequate recreation programs for all ages. She highlighted projects for Facilities Maintenance and said minor touchups may be needed for aging facilities. She outlined projects for future consideration and said staff is looking at improvements for the Senior Citizen/Community Center to include furniture replacement, making the west entrance more accessible, and evaluating handicap parking.

Director Bruns mentioned repairs would be needed for the Martin House, Ladera Serra Park, Marchant Park, and Portable Stage Trailer; computers were added at the Swim & Racquet Club; and staff is tracking for consideration an addition at the Youth Center or Student Union, lighting at the Basketball court at the Sportsplex, a new restroom at Marchant Park, and a third dog area and lights for the dog park. She added that a BMX bike park, a splash pad and water play area are on the wish list; and pending the street light project, new Christmas decorations. Ms. Bruns said for future consideration is the replacement of the Senior Citizen Center floor and redesign of the patio pool, which will be coordinated with the expansion of city hall.

Ms. Bruns outlined the Landscape Maintenance at the Parks and Swim and Racquet Club, Recreation, and Golf Course Fund projects to be prioritized and completed, including capital improvements at the golf course.

Mayor Pro Tem Templeman stated that ADA issues should be prioritized and not put on a waiting list.

Director Bruns replied that with improvements to the Pro Shop, an accessible ramp was installed to the banquet room and is in compliance with ADA.

Community Development

Assistant City Manager Stevens stated that Community Development would be focusing on the role to facilitate a smooth transition and coordination of departmental restructuring and providing necessary guidance and direction to Development Service and Public Works to ensure improved coordination and appropriate use of the contracted city engineer. He reviewed the projects to be prioritized and completed including the Walker House and the Gold Line art project. He mentioned that the Gold Line artist started working on designing covers for Metro Water District and we requested him to provide a design proposal for the wagon. If approved, the same artist would be asked to do San Dimas/Bonita Avenue project.

Mr. Stevens said staff is working on the Open Space program and will pursue Proposition 84 grant funds available late Spring. He said once we get past the proposed RHNA numbers, phase II planning will commence and staff will request outside assistance.

He said staff continues to work on Diamond Ridge/Costco traffic mitigation as well as SP-4 issues. In response to Councilmember Bertone's concern about addressing fire prevention, he stated that he will facilitate a neighborhood meeting in April, including the Fire Department and would have another meeting explaining the regulations.

He said he is focusing on the Housing Element which needs to be adopted by June, 2008. His plans are to have it completed by the end of 2007.

He outlined the list of projects for future consideration and his intent is to prioritize the list and provide more information for discussion at the Retreat.

Development Services

Development Services Director Coleman said the Walker House renovation is a major activity and the comprehensive update of the zone change cannot be done until the General Plan has been completed. He said there may be a request for an additional code enforcement officer with split duties between building inspection and code enforcement. He reviewed additional projects including building and safety major projects that include completion of the Holiday Inn Express, Grove Station, Walker House, and Costco. He would like to bring in an additional inspector to facilitate timely inspections.

Mayor Pro Tem Templeman requested that one inspector be selected to keep a continuity of information. Director Coleman responded that is his intent and he will continue to provide support and assist his team.

Director Coleman identified the projects to be prioritized and completed and said he anticipates some activity at the Canyon Center and hopes it moves forward within the next twelve months. He said staff will continue to evaluate procedures to improve services and would provide an extensive report to Council before the Retreat. He mentioned that staff has instituted a number of operations changes.

Director Coleman reviewed future projects to track and said the DPRB process needs to be evaluated; he intends to define natural resource areas for preservation; enhancement in the code to assist in reviewing

nuisance and public view standards; the need to involve RKA in DRPB, code enforcement, and staff meetings.

Public Works

Public Works Director Patel reported that the passage of the infrastructure Bond package Proposition 1B and Proposition 42 bring much needed funding opportunities for the City's street projects. Staff proposes to focus on being ready next year with several completed major arterial street design projects. Director Patel reviewed projects that might be carried forward including Amelia Avenue; reconstruction of Fifth Street; Cataract Avenue Storm Drain design and construction; Foothill Boulevard; Horsethief Canyon Park emergency access road; reconstruction of Covina Boulevard has been broken into two phases; he said next year, focus would be on redesign of major streets with the hopes the County would share costs. He added that 5% of the main line sewer would be transferred to the County for maintenance; and staff is looking at a pilot program for renaming streets.

In response to Council, Director Patel stated that a Pavement Engineer would conduct a pavement analysis and come up with a recommendation for Cienega Avenue and Covina Boulevard.

Director Patel outlined the major annual projects and said staff would continue with slurry seal program, pavement repairs, concrete replacement program, street name replacement, sewer and clarifier adjustments, and equipment replacement. Mr. Patel reviewed the projects to consider for the future including street improvements on Baseline Road and sidewalks on Puente Road.

Councilmember Bertone suggested putting Iglesia on a fast track before the downtown corridor.

City Manager Michaelis stated that the SubCommittee reviewed matters and received an initial recommendation on improvements at Charter Park Mobile Home Park.

Councilmember Bertone left the conference room at 6:29 p.m.

Councilmember McHenry expressed concern for traffic conditions at the bottom of Sycamore Canyon Road. Director Patel stated that directional signs could be placed at the site.

Northwoods Open Space Maintenance District

Parks and Recreation Director Bruns provided a brief report on the Northwoods Open Space Maintenance District and reported that in 2006 the ballot increase failed. She said there has not been an increase in the assessment since 1993 and it is impossible to maintain the district on the funds being collected. She said the landscape continues to deteriorate and basic maintenance consists of watering only, no upgrades to the slopes or irrigation.

Assistant City Attorney Mark Steres provide three options: 1) levy the same assessment; 2) ballot procedure; 3) begin dissolution procedures (same requirements apply - 45 day turn around, 45 day notice of public hearing, ballots returned and tallied.)

Director Bruns stated that basic maintenance could be terminated and residents could be issued access rights to the easement to provide maintenance, then staff could dissolve the district and convey easements.

Councilmembers discussed the option of dissolving the District; keeping easements; reinstating the assessment to those residents who benefit; abandoning irrigation structure; and discontinuing service.

Staff was directed to terminate service without dissolution of the district.

4. ADJOURNMENT

Mayor Morris adjourned the meeting at 6:59 p.m. The next meeting is February 27, 2007, 7:00 p.m.

Mayor of the City of San Dimas

ATTEST:

City Clerk