



**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
**TUESDAY, FEBRUARY 22, 2011, 5:00 P. M.**  
**SENIOR CITIZEN/COMMUNITY CENTER**  
**201 E. BONITA AVE.**

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**CITY COUNCIL:**

Mayor Curtis W. Morris  
Mayor Pro Tem John Ebner  
Councilmember Emmett Badar  
Councilmember Denis Bertone  
Councilmember Jeff Templeman

City Manager Blaine Michaelis  
City Attorney J. Kenneth Brown  
City Clerk Ina Rios  
Assistant City Manager of Community Development Larry Stevens  
Assistant City Manager Ken Duran  
Director of Development Services Dan Coleman  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns  
Finance Manager Barbara Bishop

**1. CALL TO ORDER**

Mayor Morris 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

John Margis, Vice-Chair, Parks and Recreation Commission, encouraged the City Council to seriously consider projects endorsed by the Parks and Recreation Commission during their budget negotiations.

**3. STUDY SESSION**

a. Mid-year 2010-11 budget review and Preliminary Report on 2011-12 City of San Dimas Budget.

City Manager Michaelis explained that the purpose of the meeting is to solicit Council input if it is their desire to expand on the list provided.

**Mid-Year Budget Report**

Assistant City Manager Duran explained the mid-year budget report to review revised revenue and expenditure projections for the current fiscal year and presented preliminary revenue commentary for fiscal year 2011-12 to help frame the preliminary budget discussions. He said the adopted Fiscal Year 2010-11 General Fund Budget was balanced with \$151,243 in excess revenue over expenditures after transfers in and out, and the 2009-10 Financial audit indicated that the General Fund Balance was \$12.5 million, after the transfer of \$5.5 million for the city hall renovation project.

### **2011-2012 Preliminary Budget Preparations**

City Manager Michaelis pointed out potential risks to the General Fund if redevelopment is abolished. He said aside from losing an invaluable tool to eliminate blighted areas, the Agency reimburses \$500,000 to the General Fund to cover a portion of housing, administration, and finance staff costs. He said without knowing the details of the Governor's proposal, the impact on this reimbursement is uncertain at this time. He added that in order to place the initiative on the June ballot, state legislators are busy working on language which is expected to be completed soon. Answers to all these issues are not expected until the Fall.

City Manager Michaelis said a second issue that will have a significant impact on the General Fund is the potential loss of approximately \$900,000 in annual sales tax revenue due to the relocation of a major sales tax producer. The timing of the relocation is unknown at this time. He said the potential loss of revenue in both cases has caused staff to look at the budget in a conservative manner and some projects will be placed on hold until more information unfolds.

### **Administrative Services**

Assistant City Manager Duran highlighted the proposed programs for 2011-12 and said the second year of contract with the University of La Verne for management of the Governmental Access Channel is expiring and staff will negotiate to keep costs down or explore other options. Mr. Duran reviewed programs that may result in increased costs including the PERS Contribution Rate, and said staff will be preparing a memo outlining the potential impacts they may have on future rates. He said staff is anticipating new contract rate information from the Sheriff's Department and Animal Control Services. Staff is also identifying strategies to maximize revenue collections.

Mr. Duran responded to specific questions regarding issues on the public access channel; upgrading media equipment; exploring other contract options; PERS contributions; and the sunset of the COPS grant.

### **Parks and Recreation Department**

Director Bruns stated that Parks and Recreation will continue to utilize available resources in order to effectively deliver services in Landscape Maintenance, Facilities, and Recreation. She highlighted major Landscape Maintenance projects, Facilities Maintenance projects, Recreation projects to be prioritized and completed; Parks and Recreation Commission project list, Golf Course Capital Improvement fund, Vehicle and Equipment replacement, and projects in need of Council direction.

Director Bruns responded to the City Council that there is a master plan for Horsethief Canyon Park; lack of parking and other pertinent issues will be considered based on the budget.

The City Council's suggestions included maintenance of existing facilities; setting aside funds for the replacement of aging equipment, and considering Little League's wish list.

Ms. Bruns indicated that Quimby fees from the Bonita Gateway project may be able to assist with the restroom project at Marchant Park.

Superintendent of Building and Safety Beilstein stated that to minimize costs, staff can provide initial in-house consultation.

## **Public Works Department**

Director Patel outlined the Department's anticipated activity and said the Department will continue to manage its prime responsibilities of planning, designing, inspecting private street improvements and maintaining the public infrastructure within the right-of-way, including the maintenance of vehicles and equipment, and focus on a combination of projects that will be carried forward, together with new major projects.

Director Patel highlighted major capital improvements projects and replied to Council that Call for Project funds will be used for the proposed improvements of the Foothill Boulevard Bridge. He said Supervisor Antonovich's contribution is \$250,000 of in-kind services and the goal is to start the design next fiscal year 2012-13 after CalTrans approves the project.

Director Patel outlined special projects, major annual projects, equipment replacement modification and projects to track for future consideration.

In response to Mayor Morris, City Manager Michaelis said redevelopment agency funds can be used for the assessment and repair of sidewalks in the downtown corridor.

## **Community Development Department**

Assistant City Manager of Community Development Stevens said the Department's 2011-12 anticipated activity focuses on long range planning projects and redevelopment and regional planning. Mr. Stevens highlighted the projects including review of various housing standards per established Housing Element goals; implementation of Façade Program; progress on the Gold Line Station; Congestion Mitigation Fee; Master Plan development for Walnut Creek Nature Preserve; and completion of Downtown Specific Plan and Grove Station.

Assistant City Manager Stevens responded to Council that there is approximately \$200,000 in Housing set aside budget funds, and he wants to take a full assessment of the numbers, decide how much more can be done, meet the goals identified, and identify resources. He said this fund is also tied to the Housing Element Law and staff will have to take a different approach on committed programs if resources are taken away.

Mr. Stevens also replied that provisions have been made to accommodate parking for the Gold Line; get a higher level of focus in the upcoming year regarding maintenance of the San Dimas Station; the Rivers Mountain Conservancy is taking the lead on the Walnut Creek Nature Preserve; staff will coordinate with Tzu Chi about their land use plans; come to consensus on a plan for the 150+ acres; and schedule a preliminary fact gathering meeting.

## **Development Services**

Director Coleman said staff will continue to utilize available resources to effectively deliver services in Planning, Building & Safety, and Code Enforcement. He highlighted the major projects that have been on hold and said staff is working with prospective buyers interested in the Grove Station and Loma Bonita residential properties. He added that due to state mandates for the General Plan, 5 of 24 housing programs in the Housing Element are scheduled for implementation. Mr. Coleman also identified special projects to be addressed including a community forum for signs; SF-DR setbacks; M&E property status; SFA rezoning and equestrian standards; and storage container policy.

Assistant City Manager Stevens responded to Council that there is no specific time frame in the State Code that mandates an update of the General Plan other than the housing element requirements.

However, in response to litigation, the Attorney General's office has suggested that General Plans older than eight years might be at risk.

#### **4. ADJOURNMENT**

Mayor Morris adjourned the special meeting at 6:37 p.m. The next meeting is on Tuesday, February 22, 2011, 7:00 p.m.

City Manager Michaelis reminded the City Council to join students at the Student in Government Breakfast on Wednesday, February 23, 2011 at Temporary City Hall.

Respectfully submitted,

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Ina Rios, CMC, City Clerk