



AGENDA
REGULAR CITY COUNCIL /
REDEVELOPMENT AGENCY MEETING
TUESDAY, NOVEMBER 8, 2011, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

COUNCIL:

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

1. CALL TO ORDER AND FLAG SALUTE

2. ANNOUNCEMENTS

- Announce Downtown Holiday Extravaganza event for December 3, 2011 at the Walker House and Bonita Avenue
- Walnut Creek Community Meeting, Tuesday, November 15, 2011, 6:30-8:00 p.m. Stanley Plummer Community Building.
- Pui-Ching Ho, Library Manager, San Dimas Library

3. ORAL COMMUNICATIONS (Members of the audience are invited to address the City Council on any item not on the 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. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or asked to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

- a. Members of the Audience

4. CONSENT CALENDAR

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

- a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:
 - (1) Consider approval of Warrant Register:
RESOLUTION NO. 2011-52, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTHS OF OCTOBER AND NOVEMBER, 2011.
 - (2) **RESOLUTION NO. 2011-53, A Resolution of the City Council of the City of San Dimas, California, adopting and extending the pay plan and reimbursement schedule for City employees.**
- b. Approval of minutes for the Council/Staff Retreat meeting of October 17, 2011 and regular City Council meeting of October 25, 2011.
- c. Reject claim for damages from Martha Gudino.

- d. Reject claim for damages from Andrea B. Miller; Andrea B. Miller Booker.
- e. Request from HEROES organization for street closure of Commercial Street on November 11, 2011 from 1:00 p.m. to 5:00 p.m.
- f. California Air Resources Board (CARB) Diesel Compliance
 - 1) Appropriation of \$12,000.00 from AQMD Funds to complete the fulfillment of compliance of City trucks
 - 2) Waiver of Formal Bid Process to retrofit City diesel fueled trucks in the amount not exceeding \$42,000.00 to Ironman, Inc.

END OF CONSENT CALENDAR

5. SAN DIMAS REDEVELOPMENT AGENCY

- a. Oral Communications. *(This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.)*
- b. Approval of minutes for October 25, 2011 meeting.
- c. Executive Director
 - 1) Approval of the SDRA Annual Audited Financial Statements and State Controller's Report.
- d. Members of the Agency

6. ORAL COMMUNICATIONS

- a. Members of the Audience *(Speakers are limited to five minutes or as may be determined by the Chair.)*
- b. City Manager
- c. City Attorney
- d. Members of the City Council
 - 1) Councilmembers' report on meetings attended at the expense of the local agency.
 - 2) Individual Members' comments and updates.

7. ADJOURNMENT

Next meeting is on Tuesday, November 22, 2011, at 7:00 p.m.

AGENDA STAFF REPORTS: COPIES OF STAFF REPORTS AND/OR OTHER WRITTEN DOCUMENTATION PERTAINING TO THE ITEMS ON THE AGENDA ARE ON FILE IN THE OFFICE OF THE CITY CLERK AND ARE AVAILABLE FOR PUBLIC INSPECTION DURING THE HOURS OF 8:00 A.M. TO 5:00 P.M. MONDAY THROUGH FRIDAY. INFORMATION MAY BE OBTAINED BY CALLING (909) 394-6216. CITY COUNCIL MINUTES AND AGENDAS ARE ALSO AVAILABLE ON THE CITY'S HOME PAGE ON THE INTERNET:
<http://www.cityofsandimas.com/minutes.cfm>.

SUPPLEMENTAL REPORTS: AGENDA RELATED WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE SUBJECT BODY AFTER DISTRIBUTION OF THE AGENDA PACKET SHALL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK'S OFFICE DURING NORMAL BUSINESS HOURS. [PRIVILEGED AND CONFIDENTIAL DOCUMENTS EXEMPTED]

POSTING STATEMENT: ON NOVEMBER 4, 2011, A TRUE AND CORRECT COPY OF THIS AGENDA WAS POSTED ON THE BULLETIN BOARDS AT 245 EAST BONITA AVENUE (SAN DIMAS CITY HALL); 145 NORTH WALNUT AVENUE (LOS ANGELES COUNTY PUBLIC LIBRARY, SAN DIMAS BRANCH); AND 300 EAST BONITA AVENUE (UNITED STATES POST OFFICE); AT THE VONS SHOPPING CENTER (PUENTE/VIA VERDE) AND THE CITY'S WEBSITE AT WWW.CITYOFSANDIMAS.COM/MINUTES.CFM.

Walnut Creek Habitat and Open Space Project

The Watershed Conservation Authority in partnership with the City of San Dimas invites you to attend the **Second Visioning Workshop** on November 15th and share your ideas and vision for the project site..

WHAT

Join the Watershed Conservation Authority and the City of San Dimas for a second community workshop to learn about the master planning efforts for the Walnut Creek Habitat and Open Space Project. We will present 3 concept alternatives for the site based on community comments given at the first visioning workshop, and attendees will have the opportunity to share their thoughts and provide input on each alternative.

Your continued feedback is critical in developing a plan that enhances the site and meets the needs of community members.

The workshop will include a short presentation by the design team followed by a break-out session where the community will be asked to comment on the proposed alternatives.

WHEN

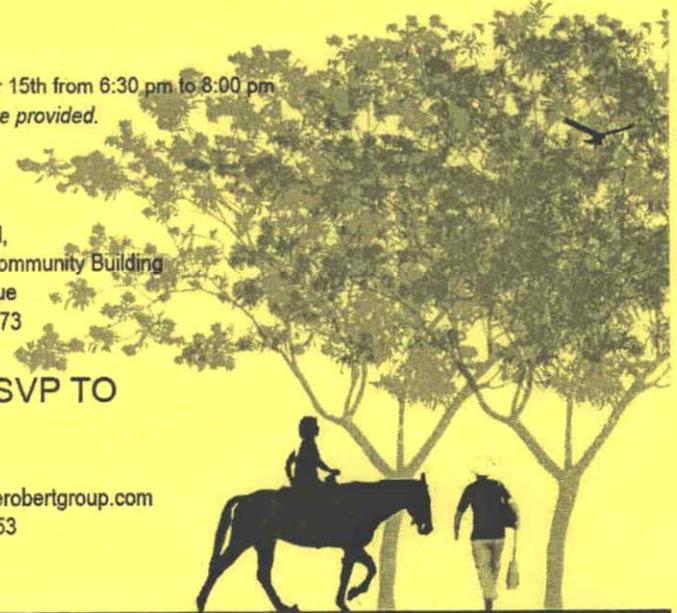
Tuesday, November 15th from 6:30 pm to 8:00 pm
Refreshments will be provided.

WHERE

San Dimas City Hall,
Stanley Plummer Community Building
245 E. Bonita Avenue
San Dimas, CA 91773

PLEASE RSVP TO

Paige Prager
Email: pprager@therobertgroup.com
Phone: 323.669.7653



More information, including the *Site Assessment Report*, can be found by visiting:

www.watershedconservationauthority.org

www.cityofsandimas.com

For regular updates, "like" us on FACEBOOK www.facebook.com/walnutcreekhabitat



RESOLUTION NO. 2011-52

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SAN DIMAS, CALIFORNIA, APPROVING
CERTAIN DEMANDS FOR THE MONTHS OF
OCTOBER AND NOVEMBER 2011**

WHEREAS, the following listed demands have been audited by the Director of Finance;
and

WHEREAS, the Director of Finance has certified as to the availability of funds for
payment thereto; and

WHEREAS, the register of audited demands have been submitted to the City Council for
approval.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas
does hereby approve Prepaid Warrant Register: 10/31/2011; 22357 through 22436 (including
check number 136849 reinstated and void checks 136933 and 137430); in the amount of
\$704,885.61; Warrant Register: 11/15/2011; 138135 through 138276; in the amount of
\$665,045.04.

PASSED, APPROVED AND ADOPTED THIS 8th DAY OF NOVEMBER 2011.

Curtis W. Morris, Mayor of the City of San Dimas

ATTEST:

Ina Rios, CMC, City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by vote of the City
Council of the City of San Dimas at its regular meeting of November 8, 2011, by the following
vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ina Rios, CMC, City Clerk

4. a. 1



THE WARRANT DISBURSEMENT
JOURNAL IS NOT AVAILABLE TO
VIEW THROUGH LASERFICHE

A PAPER COPY IS AVAILABLE
IN THE FINANCE DIVISION



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of November 8, 2011

FROM: Blaine Michaelis, City Manager *BM*

SUBJECT: Resolution No. 2011-53 Adopting changes to the compensation pay plan and reimbursement schedule for City employees – Salary Resolution

SUMMARY

The city has not provided for a salary increase or adjustment for employees for the past 3½ years. In addition, the city has not provided for an increase or adjustment for employees regarding the cafeteria benefits program (contribution toward employee medical, vision, and dental insurance plans) for the past 2½ years.

This resolution provides for a 2.5% increase in the city's salary schedule for employees (the Consumer Price Index over the last 3½ years has increased 4.2%) and the resolution provides for a \$50 per month increase for full time employees and a \$25 per month increase for regular part time employees (insurance premiums have increased on average \$135 per month over the past 2 ½ years). These increases will be effective with the November 27, 2011 pay period.

The remaining fiscal year cost (7 months) for these increases is \$140,000; the full annual cost for the increases is \$240,000. The cost for these increases will be accommodated in the 2011-12 budget which anticipates sufficient revenues in excess of expenditures to cover these costs.

RECOMMENDATION

Approve Resolution No. 2011-53

Attachment: Resolution No. 2011-53

4.6.2

RESOLUTION NO. 2011-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS
ADOPTING AND EXTENDING THE PAY PLAN AND REIMBURSEMENT
SCHEDULE FOR CITY EMPLOYEES

The Mayor and City Council of the City of San Dimas, California

DO RESOLVE:

SECTION 1. Resolution No. 2011-53 is hereby amended, and the following salary plan supersedes all previous plans, effective November 27, 2011 to read as follows:

CLASSIFICATION	<u>RANGE</u>	<u>SALARY</u>
<u>Executive Staff</u>		
City Manager	110	16,780
Assistant C. M. for Community Development	104	13,620
Assistant C. M./Director of Admin. Serv./Treasurer	100	10,186-12,381
Director of Development Services	100	10,186-12,381
Director of Parks & Recreation	97	9,459-11,497
Director of Public Works	97	9,459-11,497
City Clerk	81	6,363-7,734
<u>Administrative Services</u>		
Finance/IS Manager	90	7,899-9,601
Housing Programs Manager	85	7,015-8,527
IS Applications Analyst	69	4,768-5,772
Housing Coordinator	67	4,561-5,544
Senior Accounting Technician	65	4,339-5,247
Human Resource Specialist	63	4,142-5,002
Accounting Technician	57	3,590-4,339
Departmental Assistant/Deputy City Clerk	52	3,216-3,909
<u>Development Services</u>		
Building & Safety Superintendent	89	7,706-9,367
Plans Examiner	80	6,207-7,518
Associate Planner	73	5,256-6,388
Building Inspector	71	5,002-6,052
Senior Code Compliance Officer	69	4,768-5,772
Assistant Planner	67	4,561-5,544
Code Compliance Officer	63	4,142-5,002
Building Permit Technician	59	3,768-4,553

Public Works

Senior Engineer	89	7,706-9,367
Public Works Maintenance Superintendent	83	6,677-8,116
Associate Engineer	80	6,207-7,518
Public Works Inspector	71	5,002-6,052
Public Works Maintenance Supervisor	71	5,002-6,052
Environmental Services Coordinator	64	4,245-5,160
Public Works Lead Worker	61	3,956-4,809
Equipment Mechanic	58	3,679-4,449
Equipment Operator	58	3,679-4,449
Street Maintenance Worker	55	3,426-4,141

Parks and Recreation

Recreation Services Manager	85	7,015-8,527
Facilities Manager	85	7,015-8,527
Landscape Maintenance Manager	78	5,915-7,165
Municipal Arborist	71	5,002-6,052
Facilities Maintenance Supervisor	71	5,002-6,052
Landscape Maintenance Supervisor	71	5,002-6,052
Recreation Coordinator	63	4,142-5,002
Facilities Maintenance Worker	55	3,426-4,141
Landscape Maintenance Worker	55	3,426-4,141

Interdepartmental

Administrative Aide	63	4,142-5,002
Administrative Secretary	57	3,590-4,339
Departmental Assistant	52	3,216-3,909
Senior Office Assistant	46	2,773-3,348
Office Assistant	44	2,654-3,195

HOURLY POSITIONS**Administration Services**

Parking Enforcement Officer	173	17.73-21.57
Senior Office Assistant	153	14.52-17.66
Administrative Intern	149	13.95-16.98
Housing Intern	149	13.95-16.98
Office Assistant	148	13.82-16.79
Receptionist	116	10.06-12.24

Parks and Recreation

Recreation Coordinator	182	19.39-23.58
Aquatics Coordinator	182	19.39-23.58
Maintenance Worker	173	17.73-21.57
Pool Maintenance Operator	173	17.73-21.57
Supervising Lifeguard/Instructor	158	15.28-18.56
Shooting Stars Director	148	13.82-16.79
Senior Lifeguard/Instructor	141	12.89-15.67
Program Specialist	131	11.67-14.20
Swim Instructor	131	11.67-14.20
Lifeguard	126	11.09-13.52
Cashier	122	10.67-12.98
Senior Recreation Leader	126	11.09-13.52
Recreation Leader	116	10.06-12.24
Building Maintenance Aide	115	9.96-12.11
Locker Room Attendant	103	8.85-10.73
Building Maintenance Intern	103	8.85-10.73

Development Services

Planning Intern	149	13.95-16.98
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Public Works

Engineering Intern	149	13.95-16.98
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SECTION 2. HEALTH INSURANCE AND OPTIONAL BENEFITS**PLAN**

Every eligible full-time or regular part time employee who receives City benefits must be covered by a health insurance plan approved by the City. The City will contribute \$100 per month, as of July 1, 1996, per eligible employee for the approved health care plan of the employee's choice. The City shall contribute an additional \$1,010 per month per eligible full-time employee and \$455 per month per eligible regular part time employee, to an Optional Benefit Plan which the employee may receive as cash or may elect to use for medical, dental, vision insurance, or other such benefits as may be approved by the City Manager, as of November 27, 2011. Full time and regular part time employees who are covered by a health plan not sponsored by the City and who; therefore, do not use the City's \$100 contribution for health care coverage shall have that \$100 added to their Optional Benefits Plan. This plan is maintained for the exclusive benefit of employees and their dependents and is established with the intention of being maintained for an indefinite period of time.

SECTION 3. LIFE INSURANCE AND LONG-TERM DISABILITY INSURANCE

The City shall provide, at no cost to the employee, term life insurance in the amount of \$25,000 to all full-time employees and eligible regular part-time employees.

Additionally, in lieu of the employees participating in the State Disability Insurance Program, the City shall provide long-term disability insurance for all full-time and eligible regular part-time employees, which benefits are equal to or exceed those provided under State Disability Insurance.

These insurance plans are maintained for the exclusive benefit of full-time and eligible regular part-time employees, and are established with the intention of being maintained for an indefinite period of time. The specific terms and conditions of said insurance plans should be determined and approved by the City Manager.

SECTION 4. DEFERRED COMPENSATION. To encourage employees to participate in the optional deferred compensation program offered by the City, the City shall provide a matching contribution up to a maximum amount. For full time employees the City shall match the employee's contribution on a dollar for dollar basis to a maximum of \$200.00 (two hundred and dollars) per month. For regular part time employees the City shall match the employee's contribution on a dollar for dollar basis to a maximum of \$100.00 (one hundred dollars) per month. The deferred compensation matching program is maintained for the exclusive benefit of full time and regular part time employees and is established with the intention of being maintained for an indefinite period of time. The specific terms and conditions of the program shall be determined and approved by the City Manager.

SECTION 5. ADMINISTRATIVE LEAVE. Administrative Leave shall be granted to certain management personnel that are exempt from overtime compensation under Fair Labor Standards Act guidelines. The specific terms and conditions of the program shall be determined and approved by the City Manager.

SECTION 6. CAR ALLOWANCES. The following positions shall receive a monthly allowance for car expenses:

<u>Title</u>	<u>Monthly Allowance</u>
City Manager	\$400.00
Assistant City Manager for Community Dev.	\$250.00
Assistant City Manager/Dir Administrative Services	\$250.00
Director of Development Services	\$250.00
Director of Parks & Recreation	\$250.00
Director of Public Works	\$250.00
Building & Safety Superintendent	\$250.00
Recreation Manager	\$200.00
Senior Engineer	\$200.00
Associate Engineer	\$200.00
Facilities Manager	\$200.00
Planning Manager	\$200.00
Housing Programs Manager	\$200.00
Housing Coordinator	\$200.00
Associate Planner	\$200.00
Assistant Planner	\$200.00

SECTION 7. CELL PHONE/DATA ALLOWANCES. The following positions shall be eligible to receive a monthly allowance for personal cell phone expenses and data charges as listed pursuant to the provisions of the City Cell Phone Policy:

<u>Title</u>	<u>Cell Phone – Data Charges</u>	
City Manager	\$40.00	\$45.00
Assistant City Manager for Community Dev.	\$40.00	\$45.00
Assistant City Manager/Dir Administrative Services	\$40.00	\$45.00
Director of Development Services	\$40.00	\$45.00
Director of Parks & Recreation	\$40.00	\$45.00
Director of Public Works	\$40.00	\$45.00
Information Systems Applications Analyst	\$40.00	\$45.00
Building & Safety Superintendent	\$30.00	N/A
Recreation Manager	\$30.00	N/A
Senior Engineer	\$30.00	N/A
Facilities Manager	\$30.00	N/A
Planning Manager	\$30.00	N/A
Recreation Coordinator	\$30.00	N/A

SECTION 8. PUBLIC EMPLOYEES RETIREMENT SYSTEM.

In August 1999 the City amended the PERS contract to the 2% @ 55 formula with the provision that if the Employer's rate is re-instated at some future time the employees would contribute up to 2.5% of their gross salary towards the cost of the enhanced retirement plan. The employees PERS contribution rate will be determined by the employer PERS contribution rate to a maximum of 2.5%. If the employer's rate falls below the 2.5% the employee's contribution will be adjusted accordingly. The current employer rate for 2011-12 is 13.967%, of which 2.5% will be covered by the employees and the remaining 11.467% as well as the 7% normal employee portion will be borne by the City.

PASSED, APPROVED AND ADOPTED this 8th day of November, 2011.

Mayor of the City of San Dimas

ATTEST:

City Clerk

I HEREBY CERTIFY that the foregoing **Resolution No. 2011-53** was adopted by vote of the City Council of the City of San Dimas at its regular meeting of **November 8, 2011**, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

City Clerk
City of San Dimas



**COUNCIL – STAFF RETREAT SESSION MINUTES
SAN DIMAS CITY COUNCIL AND
REDEVELOPMENT AGENCY BOARD**

**MONDAY OCTOBER 17, 2011 5:00 PM - 9:00 PM
CITY COUNCIL CHAMBERS CONFERENCE ROOM
SAN DIMAS CITY HALL
245 EAST BONITA AVENUE**

PRESENT:

Mayor Curtis W. Morris
Mayor Pro Tem Jeff Templeman
Councilmember Emmett Badar
Councilmember Denis Bertone
Councilmember John Ebner
City Manager Blaine Michaelis
City Attorney J. Kenneth Brown
City Clerk Ina Rios
Assistant City Manager for 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
Associate Planner Marco Espinoza
Captain Don Slawson, San Dimas Sheriff's Station

CALL TO ORDER

Mayor Morris called the special meeting to order at 5:02 p.m.

1. Financial Review
 - a. 2010-11 audit results – review of revenues, expenditures and fund balances – identify funds available for appropriation and transfer.
 - b. Report regarding 2011-12 budget – adjustments to the 2011-12 Budget.

City Manager Michaelis provided a Powerpoint presentation of the 2010-11 audit results and compared the General Fund ending fund balance of \$12,860,492 to audit results fund balance of \$14,052,559. He reviewed revenue and expenditure detail and noted that service levels for the Sheriff's Department have been maintained. He said actual costs were less due to a reduction in the Liability Trust Fund and one less motor deputy due to injury. He recommended allocating \$1 million to specific funds.

City staff responded to specific questions by the City Council regarding the allocation of additional fund balance to some of the City's special funds – Fund 12 Infrastructure; Fund 20 Park Development; and Fund 70 Equipment Replacement.

City Manager Michaelis recommended approving \$2,400 for Project Sister and \$5,000 for the Hope Valley Projects Food Bank from Fund 12 to address priority ADA requirements. He said staff will bring back a list of project recommendations.

Mr. Michaelis stated that funding was declined for additional downtown holiday lights and decorations.

4. b

In response to Council, Assistant City Manager Stevens replied that funds for lights in the business district may come from other sources which vary from city to city. He added that he would need to verify if there is sufficient power supply available and said for appropriate designated links between poles, cost estimates range about \$10,000.

Mayor Pro Tem Templeman suggested it would be prudent to wait until trees are planted in the downtown before expending funds for decorating.

Councilmember Ebner expressed his interest in the installation of year-round lights.

City Manager Michaelis stated that the Finance Committee will meet to assess the City's financial situation and will revisit requests. At this time, there is no reason for any additional adjustments to be made to the budget.

It was moved by Councilmember Bertone, seconded by Councilmember Badar to allocate \$1 million from the general fund to Fund 12 Infrastructure; Fund 20 Park Development; and Fund 70 Equipment Replacement as recommended by the City Manager. The motion carried unanimously.

2. Redevelopment Project Updates

- a. Downtown streetscape improvements – report on concept plans and thoughts for downtown organization

City Manager Michaelis stated that \$15,000 was approved by the City Council for conceptual plans to replace sidewalks and landscaping in the downtown. He said staff met with the consultant to take a look at the preliminary concept plans and felt additional work is necessary to confirm cost estimates for the alternatives.

In response to Council, Assistant City Manager for Community Development Stevens replied that the City Council had directed staff to solicit input from the public during the process. He said when the plans are finalized with the consultant, a public meeting will be held and the results will be brought to the City Council for their consideration. He added that when façades for the downtown are discussed, he will attempt to absorb some of the merchant's costs into future sidewalk projects.

1) Cyndy Williams said the wooden sidewalks are maintained continuously, and she thought it was a positive step to replace them with something nice.

Business Improvement Districts (BIDS)

Assistant City Manager for Community Development Stevens stated that legislation created special Business Improvement Districts (BIDS) to facilitate various types of business improvements and/or business activities. He said BIDS require a vote of the merchants or property owners to determine the type of assessment district and fees within the parameters of the law. He explained the process of creating BIDS and said once created, the BIDS give the business/property owner funds that can be spent on eligible improvements or activities, and does not require the City's overview. Mr. Stevens said a survey of surrounding cities was conducted and he thought BIDS have merit as a way of supplementing improvements in the downtown. He said if the City Council thinks it is appropriate, staff will be proactive in determining the level of interest in pursuing this alternative.

Assistant City Manager Stevens responded to specific questions by the City Council and said once a BID is created, all business/property owners are required to pay into the district through special tax assessments collected by tax collectors and transferred to the BID when enough revenue is generated for use. He said this may or may not be a beneficial tool.

1) Cyndia Williams said not all business owners are interested in being assessed a collective fee and before a BID is created, there should be at least 75% of business owners' participation.

b. Downtown façade program

Assistant City Manager Stevens said staff has secured contractor estimates for the façade program and four of five property owners have verbally committed to move forward. One property owner has expressed interest but would like additional information before committing. Mr. Stevens said he would like to move to the next step to prepare construction drawings and lead asbestos testing, however, redevelopment funds are not available and he would prefer to not wait until the CRA lawsuit is resolved in January. He said the estimated cost to prepare plans is \$45,000 for the five projects, which would come from the general fund, and work done on façades and awnings at the same time would result in a cost savings of \$3,000 per business.

In response to Council's questions Mr. Stevens explained the construction cost estimates based on preliminary plans and the various options available to the property owners. He said if redevelopment funds are not available, the City Council has the option of allocating funds from the general fund or cancelling the program.

Councilmember Bertone said he is inclined to put this item on hold until the CRA lawsuit is resolved in January.

Councilmember Badar said a lot of work has gone into this program and the time has come to move forward with this project.

In response to Councilmember Bertone, Assistant City Manager Stevens replied that a lot of cities that have façade enhancement replacement programs provide grants or loans with forgiveness. He said most cities use redevelopment funds versus general funds.

In response to Council, Mr. Stevens characterized three term alternatives – short term, mid term, and long term. He said in an effort to move away from western (short term) into the mid-term compromise historic, staff has incorporated largely historical components with the intention of buying up to 15 years of storefront aesthetics. He said true historic renovation is a longer term alternative with greater costs.

Mayor Morris invited downtown merchants to speak.

1) Pat Meyers, Quality Instant Printing, said 14 years ago he suggested façade improvements and received no response. He mentioned that during the last rainy season, part of the overhang on his building fell onto the sidewalk. He encouraged moving forward with the program or allowing him to make those repairs himself.

2) Cyndia Williams, Heart of the Village Antiques, said she signed the letter of commitment with Mr. Stevens.

3) David Harbin would like to see more historic elements.

Mayor Morris said the cost is prohibitive for a true historic renovation.

It was moved by Councilmember Badar, seconded by Councilmember Ebner, to allocate \$45,000 from the general fund for the design plans as recommended by staff.

Mayor Morris added that the motion does not include a commitment to expend general fund monies for the construction.

In response to Councilmember Ebner, Mr. Stevens explained that three storefronts have wood upper material; not all storefronts are in need of major repairs and not all property owners may not want to include all elements. Mr. Stevens further replied that staff is still resolving minor color details on the hardyplank. He added that the problem with stucco is weight and expense and the only structural work being done is to support the façade.

In response to Mayor Pro Tem Templeman, Mr. Stevens said all work is entrance based and triggers ADA compliance. He said he is not charging the property owners for plan check fees. He added that the sidewalk project will not interfere with the façade renovations and the historic sign can be renovated.

The motion carried unanimously.

In response to Mr. Harbin, Mr. Stevens replied that this is a pilot program and is not yet being offered to all downtown merchants. He indicated he has spoken to several property owners to determine who has an interest, who has the most need, and based upon the condition of the property. He said if the program works, the program will be offered to others who want to take advantage.

c. City entrance and way finding sign program

Assistant City Manager Stevens said that at the April Retreat, the City Council selected the preferred City entrance signs and wayfinding signs. He said it was the City Council's decision to replace the covered wagon at the intersection of Bonita Avenue/Arrow Highway with a citrus orchard hauling wagon. Staff was also directed to change the support post and reduce the height of the wayfinding signs. He said all projects were placed on hold until the 2012-2013 budget discussions.

d. Downtown property acquisition discussion and direction

Assistant City Manager Stevens said he met with the Chevron Gas Station owner about his potential interest in selling the property to the city. The owner indicated he preferred to split the property in exchange for a replacement building with retail and residential on the site. The City Council did not support that concept, and directed staff to explore several site options. Mr. Stevens presented alternative designs considering square footage, parking for the Walker House, expansion space for the patio, and public restrooms. He said this property is in an existing downtown parking district that has no parking requirements. He presented a design layout for a 9600 square foot, two-story building, with approximately 4800 square feet retail and between six to eight apartment units on the second floor. He said this design would not accommodate any expansion for the Walker House. The next layout consists of an 8400 square foot building, with approximately 4200 square feet in retail and four or five units on the second floor. Both layouts would get approximately 32 parking spaces off San Dimas Avenue.

Mr. Stevens responded to Council's questions concerning acquiring an easement for access parking; considering exchanging for a total of different properties as a tax advantage; the property is worth approximately \$2.5 million - \$2.75 million, depending on revenue generated; the property would require cleanup if soils contamination was found.

Mr. Stevens said option 3 provides the most area, with 18 parking spaces off Bonita Avenue with 5000 square feet of expansionary space. However, the property owner is not amenable to this idea.

Mayor Morris suggested an economic analysis be conducted to determine if a building can be built that would generate enough rent to pay for the building, sans the land.

Councilmember Bertone said his preference would be to buy the entire property for open space, expansion of the Walker House, and restrooms.

Mr. Stevens replied that a partial development requires a different analysis; building a park and Walker House expansion would not generate any property sales tax; he would explore a three story building.

Mayor Morris thought it would be worthwhile to conduct a closed session to discuss construction costs and the loss of sales tax revenue. Mr. Stevens stated he would provide the cost estimates at the Spring Retreat.

In response to Mayor Morris, City Manager Michaelis replied that this project is not included in the Five Year Implementation Plan and to be considered as a redevelopment project, the project would need a funding source and defined into blight removal. If redevelopment is not a financial option for this project, a funding source would have to be identified.

In response to Councilmember Bertone, City Manager Michaelis replied that a significant business opportunity would need to be created for the property owner to equal the profit of a gas station.

Council and staff discussed funding alternatives from redevelopment funds, housing reserves, and/or the general fund.

In response to Mayor Morris, Assistant City Manager Duran replied that there are no reserves in redevelopment funds.

3. Redevelopment Housing Update – status and review of projects

City Manager Michaelis summarized a financial overview of the housing set aside audited fund balance. He said the total combined fund balance is \$11.6 million with \$2.634 committed for the Loma Bonita project. He said there are two existing housing affordability agreements for potential housing projects: 1) Loma Bonita project and 2) Grove Station. He added that redevelopment efforts are frozen until January 15, 2012 unless they have existing agreements. He said the new or changed ownership with these two projects may affect the projects until after that date. He said Mr. Stevens will review a summary of housing projects.

Loma Bonita – on Bonita Avenue/San Dimas Canyon Road:

Assistant City Manager Stevens reported that this is a 156 unit complex, with 14 moderate income and nine low/very low income units available in an affordable project. He said there is an existing agreement with the owner who brought in an equity partner in order to get financing for the project. The new owner wants to be involved financially in the agreement. Staff is working out issues to meet provisions of the existing agreement and will bring back for Council's approval the transfer of the agreement and eligibility to use \$2.6 million for the project. He added that the investors may be trying to get contributions sooner than previously committed. The agreement allows for the contribution to be placed in escrow and specifies funds cannot be withdrawn until the project is completed. He said when the agreement is approved, and said it might not affect the agreement if funds are transferred to a third party independent escrow. However, it may affect the agreement if the lender says they want to take a superior position in funding. He is waiting to hear their final terms and conditions of what they would like to see in the transfer.

City Manager Michaelis said they have to work within the existing agreement while moving the time table forward. He said the developer paid building fees and is moving through the plan check process, however, construction cannot begin until the issue is resolved.

Grove Station:

Assistant City Manager Stevens said 110 units were approved and the affordable housing agreement provides for 12 moderate onsite units and addresses low/very low income assisted rental units off-site. He said once staff resolves an issue with the sewer, the city will get the deeds to the four units and start the sales process. He compared the developer's cost per unit to the city's cost per unit to sell the units. Mr. Stevens stated that the Agency also contributed \$2.4 million to purchase eight units in Phase II, which was returned when the project went into foreclosure proceedings. The Olson Company does not want to wait until January and proposed to use the existing agreements in order to proceed with the construction of 67 units in the rear portion. Staff will find a way to transfer the existing agreements and associated obligations.

In response to Mayor Pro Tem Templeman, Mr. Stevens replied that the Agency guaranteed acquiring the units for the full sales price. He said the Agreement is based not on the dollar contribution but the number of units.

Mr. Stevens responded to Council regarding acquiring the units for the full sales price; the project can get higher density with underground parking; unless directed otherwise, once title is taken on the units, staff will initiate the marketing and sales process.

In response to Mayor Morris, Mr. Stevens said Olson is pursuing an aggressive schedule and staff expects the entitlement application to start through the process in November. He said because of the 3.5 gas emissions analysis, he is not requiring redoing the CEQA audit, which will save processing time.

City Attorney Brown summarized the staff report and said staff is attempting to fit the apartment complex project within the existing agreements and it is up to the property owner to provide the documentation for the new financial arrangement. Mr. Brown said once construction starts, funds can be deposited into an independent escrow subject to the Agency's conditions, and released upon completion of the buildings.

L.A. Signal property @ Eucla & Second Street - 3 acres (formerly Henkels & McCoy)

Assistant City Manager Stevens said this property was identified in the Housing Element as one of the sites that would be appropriate for medium density (12-16 units per acre) and triggers Agency affordable housing requirements. He said the existing contractor built several buildings without permits or approval, however, staff is actively withholding further code enforcement. He said staff has had preliminary discussions with two potential buyers who have also expressed interest in the purchase of General Pump, the adjacent property. Mr. Stevens said this project would require a general plan amendment, code amendment and zone change and felt the project was worth exploring. The potential buyers were informed that the Agency is not interested in demolishing the Lemon Packing Plant.

In response to Council, Mr. Stevens said the property is in Specific Plan 22, industrial and said he would negotiate something similar to other projects. He said the interested buyers were encouraged to meet with Public Works to discuss the storm drain, sewer and street improvements.

Johnstone Block

Assistant City Manager Stevens reported that seismic evaluations were completed on the Johnstone Block and preliminary plans were developed with two alternatives for use of the second floor: 1) office use; 2) 11 units of senior citizen apartments. Mr. Stevens said construction cost estimates are \$1.8 million to include upgrading the entire building to the current seismic standards and create use of the second floor.

In response to Councilmember Bertone, Mr. Stevens replied that there is a surplus of \$11 million in housing funds that could be used to upgrade a very significant building in the downtown for an investment of \$1.8 million. He said this project would yield 11 affordable housing units guaranteed for 55 years of affordability. He further responded that under the existing agreement, the Hardware Store owner has not exercised the option to purchase the property. He said staff can negotiate different financial arrangements for this project.

Mr. Stevens said if the City Council wishes to consider this project, staff will determine interest and start negotiations with the property owner, including the purchase of air space.

In response to Council, Mr. Stevens said the owner is not paying anything at this point; the Agency cannot enter into any new agreements until after January 15, 2012; and the project is not limited to senior citizen apartments on the second floor.

Mayor Morris stated that other than the Walker House, the Johnstone Block is the most significant building in San Dimas once occupied by W. A. Johnstone, the most significant person who lived in San Dimas.

In response to Mayor Morris, Mr. Stevens replied that the Agency would be paying approximately \$170,000 per unit. He said the question is whether the amount is offset by facilitating the seismic retrofit of the building, which is included in the cost estimate. He added that this project is not specifically identified in the Housing Element, however, he is encouraging 30 units of additional housing downtown.

Voorhis Village – San Dimas Canyon

City Manager Michaelis said the 64-unit HUD cooperative project covenants expire May 2012. He said shareholder tenants hired their own management firm that is now attempting to sell the property. In an effort to preserve affordability, HUD is assisting the owners gain control of their property. He said the owners want to continue with their current arrangement and will most likely accommodate a change in management. Mr. Michaelis thought it might be worthwhile to hire a consultant on their behalf to evaluate their options when the covenants expire. He said the owners can also work with HUD on property improvements which would extend the covenants and affordability requirements.

San Dimas Villas

Assistant City Manager Stevens said this is an existing 15 unit apartment project. He said Section 8 covenants are expiring. He suggested pursuing negotiations with the property owner to substantially rehabilitate the apartments. He said that during preparation of the Housing Element, the consultant advised that \$15,000 per unit is a reasonable contribution of the substantial rehabilitation of those units. He said for approximately \$2.5 million the complex can be rehabilitated for 40-50 more years of affordability. He said this project is on the list and when the next housing element update is due in 1.5 years, staff will continue discussions with the property owner.

Southwest corner San Dimas/Commercial - Across street from Grove Station

Assistant City Manager Stevens said there was previous discussion concerning a code amendment for 5 lots facing Shirlmar in the rear of the property, however, staff has had preliminary discussions with the owner who is proposing 20 condo units facing San Dimas Avenue.

In response to Councilmember Ebner, Mr. Stevens replied he could probably get twenty three-story units with some underground parking on the lot.

Mayor Morris noted that the Local Communities Commission would consider 20 units as underutilizing the property and would recommend maximum density of 70-80 units per acre.

Mayor Pro Tem Templeman supported affordable housing on San Dimas frontage.

Councilmember Ebner suggested not limiting the units to senior citizens. He could support live/work units and retail.

Mr. Stevens said he does not know if the owner will propose senior citizen housing. He stated that parking becomes an issue with retail.

Taylor House

Assistant City Manager Stevens said this is an Agency-owned vacant house on Monte Vista and First Street. He said the house is not habitable and Housing Manager Kasuyama has evaluated some options. He said it is not cost effective to rehabilitate the unit and recommended it be demolished at a cost of between \$7,800-\$13,000, plus \$6,725 for lead/asbestos abatement. He suggested additional parking to supplement the downtown, however, that would require the acquisition of two parcels. Another option is to construct affording housing. He noted that a house on the property might interest the local Habitat, but they would like the land donated.

Mayor Morris would prefer to demolish the building to construct a similar house with a one-car garage in the rear, to be managed by Besshire & Casenhiser. He added that prevailing wage is not a requirement on housing. Mayor Morris thought a parking lot was less attractive and unnecessary.

Mr. Stevens responded to Council that an 800-900 square foot, two-bedroom replacement unit could be built for under \$100,000; he said the project has to go through the assessment process to address CEQA issues with demolishing the house. He added that there are two trees on the property and they will work the design around those trees.

Rental Assistance Program

Assistant City Manager Stevens said the Agency has an obligation to develop a percentage of affordable housing within new housing project areas and offer appropriate assistance. He said when ownership housing cannot afford to construct low/very low, the cost gap is too significant. He said the Agency needs to establish a formal rental program to address regulatory requirements.

In response to Mayor Morris, Mr. Stevens replied that the units do not have to be in the project areas and can be located at other sites. He suggested entering into contracts with property owners on San Dimas Avenue to subsidize two units for low-very low. He said over the course of time, there might be 15-25 units that have rental subsidy. He said the actual amount is triggered by how much new construction occurs in the project areas. He said there are other options that can be considered - it could be that the Johnstone Block takes care of the need or a four-unit complex can be built over the top of a 7200 square foot unit on the southwest corner of the gas station. He added that mobile home parks are not in the project area.

City Manager Michaelis suggested a duplex unit on a single site allows low rent.

Allen/Cataract

Mayor Pro Tem Templeman mentioned to Mayor Morris and Assistant City Manager Stevens that the three-acre property at Allen Avenue/Cataract is for sale. He thought the city yard could be relocated to that site.

Planning Associate Espinoza said the property is zoned M-1 industrial in the General Plan, and the residential uses are nonconforming.

Orange Crate Label

Mayor Pro Tem Templeman commented that a cell site representative secured an example of an orange crate label from the Historical Society for the cell site tower and the name seen is Charter Oak.

Items 4 and 5 will be considered as time permits

4. Discussion of expanding the tools available to address public nuisance abatement.
5. Discussion – trends and issues in retail. Expansion of internet sales, amount of retail space in the marketplace, expansion of service businesses, vacant retail spaces.

6. Oral Communications – Members of the audience. Anyone wishing to address the City Council on an item not on the agenda. No action or discussion shall be undertaken on any item not appearing on the posted agenda. Speakers may be subject to a time limit as may be determined by the chair.

Mayor Morris invited the audience members to comment. No one came forward to speak.

1) Mayor Morris suggested relaxing the parking requirements at the San Dimas Station shopping centers to encourage restaurants to come in. He said the two stations have multiple vacancies and staff would have to look at unintended consequences to see if that can be accomplished.

Assistant City Manager Stevens commented that a 99 cent only store is proposed to go in the former REI space. He said there are ways to address the parking requirements at shopping centers and this item can be placed on the next agenda to direct staff to consider that.

7. Mayor Morris adjourned the study session at 9:08 pm. The next meeting of the City Council is October 19, 2011, for a Joint Meeting with the Planning Commission, at 6:00 p.m., in the Community Building.

Respectfully submitted,

Ina Rios, CMC, City Clerk



MINUTES
REGULAR CITY COUNCIL
TUESDAY, OCTOBER 25, 2011, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

PRESENT:

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

City Manager Blaine Michaelis
City Attorney J. Kenneth Brown
City Clerk Ina Rios
Assistant City Manager for 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
Recreation Coordinator Amanda Carson

1. CALL TO ORDER AND FLAG SALUTE

Mayor Morris called the meeting to order at 7:00 p.m. and led the flag salute.

2. RECOGNITIONS

- Proclaim October 2011 as Fire Prevention Month

Mayor Morris read a proclamation declaring October as Fire Prevention Month - the 2011 theme is "Protect Your Family From Fire" and urged residents to protect their homes and families by heeding the potentially life-saving messages of Fire Prevention Month 2011 and to support the many activities and efforts of San Dimas Fire and Emergency Services. He presented the proclamation to Battalion Chief Bob Ryan, Acting Assistant Chief Vince Pena, Captain Tim Weihe, and Engine 64 crew with appreciation for their services.

Battalion Chief Bob Ryan accepted the Proclamation and encouraged the community to pay special attention to hazards during the holiday season.

3. ANNOUNCEMENTS

- Halloween Carnival, Costume Contest and Haunted Hall on Monday, October 31, 2011

1) Recreation Coordinator Amanda Carson invited the City Council and the community to a fun-filled, spooky and safe night of fun at the Halloween Carnival on Monday, October 31, 2011, at the Civic Center, from 5:30 p.m. to 8:30 p.m.. The event will include a DJ, food, game booths, stage activities, costume contests, bouncer, a Haunted Hall for ages 5 and up, and a movie "It's the Great Pumpkin, Charlie Brown." Additional information is available at the Parks and Recreation Department at (909) 394-6230.

➤ Pui-Ching Ho, Library Manager, San Dimas Library

Pui-Ching Ho, Library Manager, encouraged children to dress in costume at a special Halloween program on Saturday, October 29, at 3:00 p.m. and learn about spiders, lizards, snakes and a variety of bugs; Book Party Group Discussion meets at 10:30 a.m. on November 2, 2011 in the Senior Citizen/Community Center – the book for November is *Devil in the White City*; on Saturday, November 5th, at 3:00 p.m. come to a free Author Panel with local authors Harley Jane Kozak, Eric Stone, and Avery Ames who will discuss the differences between mysteries and thrillers; learn about drums and a variety of percussion instruments from Chaz Ross on Wednesday, November 16th, at 6:30 p.m. Students, grades K-12, are invited to enter the annual Bookmark Contest. This year's theme is Pictured Adventure – Read. Entry forms are available at the Library or online at www.colapublib.org. Winners will be announced third week of November. For detailed information, contact the Library at 909/599-6738.

➤ San Dimas H.E.R.O.E.S. presentation of banner and certificate to Benjamin Schlabs, U. S. Army, and Aaron Jouvenat, U. S. Marine Corps, recently discharged from active duty in the Armed Forces.

Mayor Morris and representatives of San Dimas H.E.R.O.E.S., Janie Graef, Emily Stillion, and Nancy Newman presented the military banners that were flown on San Dimas Avenue to Benjamin Schlabs, U. S. Army and Aaron Jouvenat, U. S. Marine Corps, who each completed four years of exemplary service and were honorably discharged. Mayor Morris also presented each with a certificate in honor of their duty to their country.

1) Emily Stillion stated that the HEROES Committee is responsible for planning and establishing two visible means for citizens of San Dimas to remember and honor the men and women who served in the U. S. Armed Forces – 1) The Banner Program which is displayed until term of service ends; 2) the Committee planned and raised funds for a beautiful Monument to our San Dimas Veterans, of which Phase I will be unveiled on November 11, 2011. She said the banners and monument reflect the deep appreciation of San Dimas for those who answered the call to guard and defend.

2) Nancy Newman, said the HEROES (Helping Establish Remembrance Of Every Serviceperson) honors our military persons by flying banners during their tour of duty and by presenting the banners when the military person is discharged. She said her voice represents the 36,000 residents of the city expressing our appreciation from our hearts for the sacrifices made to keep us safe.

➤ Presentation to the City Council by Michael Cacciotti, South Coast Air Quality Management District Governing Board Member, Regarding Air Quality Issues and Funding Programs in the San Gabriel Valley.

Michael Cacciotti, South Coast Air Quality Management District Governing Board Member, presented a Powerpoint illustration on challenges facing the San Gabriel Valley regarding air quality issues; serious health impacts from vehicle emissions, and funding programs available in the San Gabriel Valley. Mr. Cacciotti demonstrated an electric lawnmower available through the exchange program and said for additional information contact Ron Ketchum or Debra Asby at AQMD at 1-800-CUT-SMOG or on their website www.aqmd.gov.

4. ORAL COMMUNICATIONS (Members of the audience are invited to address the City Council on any item not on the 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. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or asked to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

a. Members of the Audience

1) Don Green, 127 Maverick Drive, representing the City of Glendora, invited the City Council and community to the City of Glendora's 100th Anniversary on November 4-6, at Louie Pompei Sports Park. He said there will be lots of fun activities, food, rides, games, and music by Bobby Figueroa, the Safaris, and the Answer.

5. CONSENT CALENDAR

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

Mayor Pro Tem Templeman commented on item 1.d the City's Single Audit Report and item 1.e the Annual Independent Audited Financial Statements. He said the Finance Committee met with the auditing firm to review the final audit report and he is proud to report that the City's overall financial condition is healthy due to the stability of staff.

It was moved by Councilmember Bertone, seconded by Councilmember Ebner, and carried to accept, approve and act upon the consent calendar, as follows:

a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:

(1) **RESOLUTION NO. 2011-51, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTH OF OCTOBER, 2011.**

b. Approval of minutes for regular City Council meeting of October 11, 2011.

c. Award of Cash Contract No. 2011-08 - Poison Oak Trail Design/Build Improvements, to Bellfree Contractors, Inc. in the amount of \$54,701.06 and a total budget of \$60,171.017.

d. Approval of the City's Single Audit Report.

e. Approval of the City's Annual Independent Audited Financial Statements.

f. Lot Line Adjustment 11-01 462 / 508 N. Lone Hill Avenue (APN: 8383-009-068, 081 (Parcel 3A) & 8383-009-070, 071, 072 (Parcel 4A)), A request to realign a portion of the North property line of Parcel 3A to the south and to move the remaining 126 feet further north, in order to accommodate the development of a Panda Express drive-through restaurant on Parcel 4A.

g. Lot Line Adjustment 11-02 582 / 614 N. Lone Hill Avenue (APN: 8383-009-073, 074 (Parcel 5A) & 8383-009-075, 076 (Parcel 6A)), A request to realign a portion of the North property line of Parcel 5A to the south and to move the remaining 83 feet further north, in order to accommodate the development of an Olive Garden Restaurant on Parcel 5A.

END OF CONSENT CALENDAR

6. OTHER MATTERS

a. Year-End Report for San Dimas Dial-a-Cab and Get About Transportation Services

Assistant City Manager Duran provided background on the two different transportation services for San Dimas and he reported year-end service evaluation reports for all services including San Dimas Dial-A-Cab and Get About managed by Pomona Valley Transportation Authority staff. Mr. Duran explained Prop A funds used for transportation programs and reported that ridership for Prop A funded San Dimas Dial-a-Cab doubled since 2008, and in 2010 increased fare rates successfully curbed ridership growth. He added that in 2010 the transition to a new service provider for the Get About service went smoothly with minimal service interruptions and a reduction in fares. San Dimas' percentage share of riders is projected to remain the same as is the City's contribution. Mr. Duran highlighted several new services funded by grants obtained by the PVRTA that will be introduced this year.

In response to Mayor Pro Tem Templeman, Mr. Duran replied that Community Senior Services does all intake and background checks on volunteers. They provide liability insurance in the event of an accident or injury.

7. SAN DIMAS REDEVELOPMENT AGENCY

Mayor Morris recessed the regular meeting at 7:52 p.m. to convene a meeting of the San Dimas Redevelopment Agency Board of Directors. The regular City Council meeting reconvened at 7:54 p.m..

8. ORAL COMMUNICATIONS

a. Members of the Audience (*Speakers are limited to five (5) minutes or as may be determined by the Chair.*)

There were no comments.

b. City Manager

- 1) Schedule study session for 5:30 p.m. on November 8, 2011 to discuss public nuisance abatement and trends and issues in retail.

City Manager Michaelis proposed starting the study session at 5:00 p.m. to include discussion on MS4 storm water quality permits and parking requirements or standards that may apply to major shopping centers.

It was the consensus of the City Council to schedule a study session for 5:00 p.m. on November 8, 2011 to discuss public nuisance abatement, trends and issues in retail, storm water quality permits and parking requirements at major shopping centers.

- 2) City Manager Michaelis said *Ask the Mayor* program will not be aired on Thursday, October 27, 2011. He said the next live show will be on Thursday, November 10th.

c. City Attorney

There were no comments.

d. Members of the City Council

1) Appointment of Youth Member of Parks and Recreation Commission.

The vacancy for the Youth Commissioner on the Parks and Recreation Commission was advertised for recruitment with a deadline of August 12, 2011. One application was received and the applicant was interviewed by Director of Parks and Recreation Bruns, who recommended Amanda Avery be appointed to a one year term.

It was moved by Councilmember Ebner, seconded by Councilmember Badar, to appoint Amanda Avery as the Youth Member on the Parks and Recreation Commission for a one year term to expire September 13, 2012. The motion carried unanimously.

2) Discussion and direction of parking requirements or standards applicable to major shopping centers.

This item will be discussed at the study session on November 8, 2011.

3) Councilmembers' report on meetings attended at the expense of the local agency.

There were no meetings attended at the expense of the local agency.

4) Individual Members' comments and updates.

a) Mayor Pro Tem Templeman said he enjoyed the public's comments at the City Council/Staff Retreat conducted on Monday, October 17, 2011 regarding redevelopment and housing. He also enjoyed the joint study session of the City Council and Planning Commission held on Wednesday, October 19, 2011, to gather input on the sign ordinance.

b) Mayor Pro Tem Templeman said he hosted a kickoff meeting with Citrus Valley Health Partners, Bonita Unified School District and City staff to discuss proactive measures to prevent childhood obesity.

c) Councilmember Badar announced two vacancies on the Public Safety Commission with a deadline to apply by Monday, November 14, 2011.

d) Mayor Morris praised staff for a thorough, in-depth presentation of the sign ordinance.

9. CLOSED SESSION

Mayor Morris recessed at 8:04 p.m. to a City of San Dimas/Redevelopment Agency closed session to discuss the following:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Pursuant to G.C. Section 54956.8)

Property: 121 North San Dimas Avenue

Negotiating Parties:

For City: Blaine Michaelis, City Manager; Ken Duran, Assistant City Manager;
Ken Brown, City Attorney

For Concessionaire: Arlene Anaya, Marsteller Investments LLC

Under Negotiation: Discuss terms for Food Service Concessionaire Agreement

b. CONFERENCE WITH LABOR NEGOTIATOR (Pursuant to G.C. Section 54957.6)

City Representative: Blaine Michaelis

Employee Group: City of San Dimas Employees

c. Report on closed session items

There was no reportable action on Marsteller Investments LLC or City of San Dimas Employees.

10. ADJOURNMENT

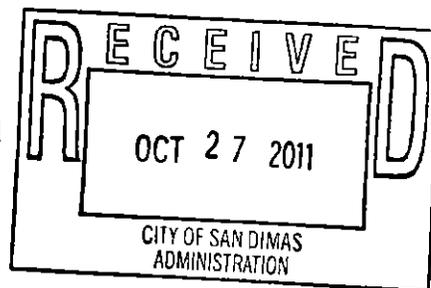
Mayor Morris adjourned the regular meeting of the City Council at 8:55 p.m. The next meeting will be Tuesday, November 8, 2011, at 5:00 p.m. study session to discuss public nuisance abatement, trends and issues in retail, storm water quality permits, and parking requirements at major shopping centers.

Respectfully submitted,

Ina Rios, CMC, City Clerk



October 18, 2011



TO: The City of San Dimas

ATTENTION: Ken Duran, Assistant City Manager

RE: Claim : Gudino vs. The City of San Dimas
Claimant : Martha Gudino
D/Event : 5/23/2011
Rec'd Y/Office : 10/11/2011
Our File : S-1598906-DBQ

We have received and reviewed the above claim and request that you take the action indicated below:

CLAIM REJECTION: Send a standard rejection letter to the claimant.
If the claimant is represented send the notice to
the attorney of record.

Please provide us with a copy of the notice sent, as requested above. If you have any questions please contact the undersigned.

Very truly yours,

CARL WARREN & COMPANY

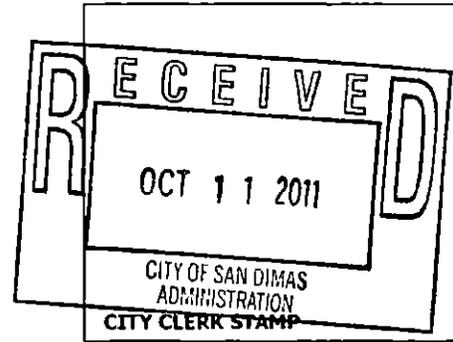
Richard D. Marque

cc: CJPIA w/enc.
Attn.: Executive Director

CARL WARREN & CO.
CLAIMS MANAGEMENT CLAIMS ADJUSTERS

770 Placentia Avenue, Placentia, CA 92870-6832
Mail: P.O. Box 25180 · Santa Ana, Ca 92799-5180
Phone: (714) 572-5200 · (800) 572-6900 · Fax: (714) 961-8131

4.C



**CLAIM AGAINST THE CITY OF SAN DIMAS
(For damages to Person or Personal Property)**

Received by AP initials

Via

- U S Mail
 Inter-Office Mail
 Over the Counter

A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas CA 91773-3002.

TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA.

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Martha Gudino
a. Address 5700 Carbon Canyon Rd Space 59
b. City Brea Zip Code 92823
c. Telephone Number (562) 449-5684 d. Cell Number ()
e. Date of Birth _____ f. Drivers' license _____
g. e-mail: _____

2. Name, telephone and post office address to which claimant desires notices to be sent if other than above:

3. Event or occurrence from which the claim arises:

- a. Date 05/23/2011 b. Time 10:40 a.m./p.m.
c. Place (exact & specific location) _____

Whittier Blvd and Colima Rd

- d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage. (Use additional paper if necessary)

Claimant was sitting at a red light at intersection of Whittier Blvd and Colima Rd with her feet on the brake when a City of San Dimas police cruiser rear ended the claimant vehicle

- e. What particular action by the City, or its employees, caused the alleged damage or injury?

The police cruiser came up to fast behind claimant and rear ended the claimant vehicle

4. Give a description of the injury, property damage or loss, so far as is known at the time to this claim. If there were no injuries, state "no injuries".

Neck, back, shoulders, left leg

5. Give the name(s) of the City employee(s) causing the damage or injury:

Pedro Castillo

6. Name and address of any other person injured:

N/A

7. Name and address of the owner of any damaged property:

N/A

8. Damages claims:

a. Amount claimed as of this date:

\$ 1328.12

b. Estimated amount of future costs:

\$ —

c. Total amount claimed:

\$ 1328.12

d. Basis for computation of amounts claimed

(attach copies of all bills, invoices, estimates, etc.)

Attached: Appraisal, vehicle photos and proof of payment

9. Names and addresses of all witnesses, hospitals, doctors, etc.

- a. _____
- b. _____
- c. _____
- d. _____

10. Any additional information that might be helpful in considering this claim:

- Amount of damage claimed includes the deductible

- Subrogation demand also enclosed

- License plate of police cruiser: 1285193

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM!
(Penal Code §72: Insurance Code §556.1)**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE and CORRECT.

Signed this 6 day of October, 2011
at Infinity Insurance



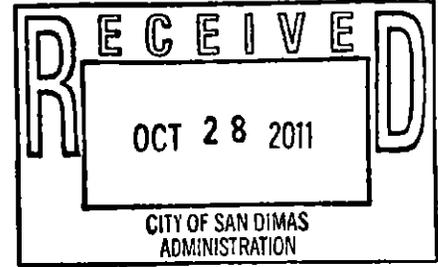
Claimant's signature

Print Form

Clear Form



CARL WARREN & COMPANY
Claims Management and Solutions



October 25, 2011

TO: The City of San Dimas

ATTENTION: Ken Duran, Assistant City Manager

RE: Claim : Booker vs. The City of San Dimas
Claimant : Andrea B. Miller
 : Andrea B. Miller Booker
D/Event : 8/22/2011
Rec'd Y/Office : 9/13/2011
Our File : S-1596860-WRQ

We have received and reviewed the above claim and request that you take the action indicated below:

CLAIM REJECTION: Send a standard rejection letter to the claimant.

Please provide us with a copy of the notice sent, as requested above. If you have any questions please contact the undersigned.

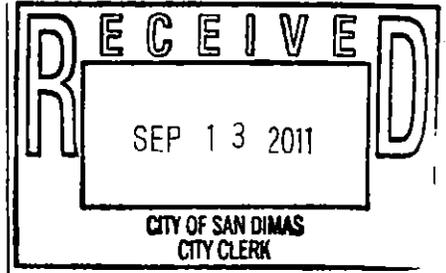
Very truly yours,

CARL WARREN & COMPANY

Richard D. Marque

cc: CJPIA w/enc.
Attn.: Executive Director

4.d



**CLAIM AGAINST THE CITY OF SAN DIMAS
(For damages to Persons or Personal Property)**

Received by ML initials
Via

- U S Mail
- Inter-Office Mail
- Over the Counter

CITY CLERK STAMP

A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas CA 91773-3002.

TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA.

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant ANDREA B. Miller Booker
 - a. Address 723 Knollwood Lane
 - b. City SAN DIMAS, CA Zip Code 91773
 - c. Telephone Number (909) 394-1126 d. Cell Number (909) 374-1904 *Primary
 - e. Date of Birth [REDACTED] f. Drivers' license [REDACTED]
 - g. e-mail: momabm@aol.com *Work: (951) 737-2683 Ext 2237

2. Name, telephone and post office address to which claimant desires notices to be sent if other than above:
SAME AS ABOVE

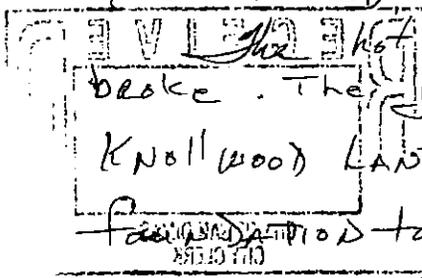
3. Event or occurrence from which the claim arises:
 - a. Date 08-22-11 to 08-26-11 b. Time 0700 to 1700 h:m:p.m.
 - c. Place (exact & specific location) 723 Knollwood Lane, San Dimas, CA 91773

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage. (Use additional paper if necessary) When the City of San Dimas, worked on Knollwood Lane (8228 8-26-11) the vibration and shaking of the property caused leaks in the hot water line & flooding inside the downstairs bathroom.

e. What particular action by the City, or its employees, caused the alleged damage or injury?
JACK HAMMERING & REMOVAL OF CONCRETE SURFACE ON KNOLOWOOD LANE CREATED SERIOUS VIBRATION & SHAKING OF THE RESIDENCE FOUNDATION CAUSING HOT WATER SLAB LEAK & FLOODING OF THE DOWNSTAIRS BATHROOMS REQUIRING REMOVAL OF FLOORS, OPENING OF WALLS & REPLACEMENT OF HOT WATER LINE.

4. Give a description of the injury, property damage or loss, so far as is known at the time to this claim. If there were no injuries, state "no injuries". "See Photos"
NO PERSONAL INJURY. PROPERTY DAMAGE OCCURRED. THE HOT WATER PIPE SPROGE FLEAKS & RUPTURED - THE WHOLE HOT WATER LINE BROKE & FLOODING OCCURRED AFTER FOUNDATION BECAME COMPLETELY SATURATED. WALLS HAD TO BE OPENED & FLOORS IN 2 ROOMS (2) HAD TO BE OPENED & REMOVED (OVER)

#4 (CONTINUED)



Hot WATER LINE to the hot water heater broke. The JACK hammering behind the GARAGES ON KNOLLWOOD LANE CAUSED the entire RESIDENCE AND FOUNDATION to vibrate and SHAKE very SERIOUSLY. The CARPET in the living room WAS SATURATED WITH WATER from the flooding of the bathroom (downstairs), also the padding. The floor AND slab in the bathroom had to be removed and 3 walls had to be opened to replace the broken hot WATER LINE going to the WATER heater.

The bathroom vanity had to be removed and the wall opened to get to the broken water line.

5. Give the name(s) of the City employee(s) causing the damage or injury:

The names of the workers are not known.
The crew working on the 700 block of Knollwood Lane,
San Dimas during the week of 08-22-2011.

6. Name and address of any other person injured:

Neighbor: MRS NATALIE CAJANURGH
KNOLLWOOD LANE, SAN DIMAS (909) 246-7435

7. Name and address of the owner of any damaged property:

ANDREA B. MILLER BOOKER Home (909) 394-1126
723 KNOLLWOOD LANE WORK (951) 737-2683 Ext 2237
SAN DIMAS, CA 91773 Cell (909) 374-1904 AFTER 3pm

8. Damages claims:

- a. Amount claimed as of this date: \$ 3,468.61
- b. Estimated amount of future costs: \$ 2,150.00
- c. Total amount claimed: \$ 5,618.61
- d. Basis for computation of amounts claimed
(attach copies of all bills, invoices, estimates, etc.)

9. Names and addresses of all witnesses, hospitals, doctors, etc.

- a. Plumber - RAY RICO - (909) 472-5706
- b. Plumbers Connection (GARY) (909) 260-2959
- c. Johnny Ortiz - Plumber (909) 630-3323
- d. Ruiz Engineering (562) 439-3070

10. Any additional information that might be helpful in considering this claim:

No leaks were detected, no flooding occurred prior to
Aug. 29, 2011 after concrete was jackhammered and replaced
on Knollwood Lane, San Dimas, CA, during week of
Aug. 22, 2011.

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM!
(Penal Code §72: Insurance Code §556.1)**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE and CORRECT.

Signed this 13th day of September, 2011
at 723 Knollwood Lane, San Dimas, CA 91773, L.A. County

Andrea Miller Booker
Claimant's signature



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
*For the meeting of **November 8, 2011***

From: Krishna Patel, Public Works Director

Subject: **Request from H.E.R.O.E.S. organization for street closure of Commercial Street on November 11, 2011 from 1:00 p.m. to 5:00 p.m.**

BACKGROUND

The H.E.R.O.E.S. organization has submitted a request to close portion of Commercial Street (between San Dimas Avenue to Shirlmar) on November 11, 2011 between the hours of 1:00 p.m. to 5:00 p.m. for the unveiling ceremony of the San Dimas Veterans Memorial project under construction on City property located at the northwest corner of San Dimas Avenue and Commercial Street. H.E.R.O.E.S. is anticipating the ceremony will attract between 300 to 400 people made up of donors, Veterans, dignitaries, volunteers and residents. The street closure is to accommodate the large group expected. The actual event is scheduled to begin at 2:00 p.m. and end at approximately 4:00 p.m. However, the street closure requires City Council approval. In addition, in recognizing that the San Dimas Veterans Memorial project is a unique Community project intended to honor all military personnel, past, present and future San Dimas residents who have served our Country, therefore, the upcoming unveiling ceremony should be classified as a Community one-time event. As such, Staff is of the opinion that the City, along with the approval of the street closure, should provide all traffic control, set up, take down and including City staffing costs (staff over-time) totaling approximately \$1,000 for this distinct one-time event. The assistance would include the necessary traffic control equipment for the closure of Commercial Street and adjoining streets and provision of several hundred chairs, tables and a podium. The staffing estimate does not include Sheriff's Department support to provide any additional oversight as needed during the event.

RECOMMENDATION

Approve the H.E.R.O.E.S. organization's request to close Commercial Street from 1:00 p.m. to 5:00 p.m. on November 11, 2011 and authorize the use of City staff, equipment and resources as detailed above.

Respectfully submitted,

Krishna Patel
Director of Public Works



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the Meeting of November 8, 2011

From: Krishna Patel, Director of Public Works *KP*

Subject: California Air Resources Board (CARB) Diesel Compliance

- 1) Appropriation of \$12,000.00 from AQMD Funds to complete the fulfillment of compliance of City trucks
- 2) Waiver of Formal Bid Process to retrofit City diesel fueled trucks in the amount not exceeding \$42,000.00 to Ironman, Inc.

BACKGROUND

The City of San Dimas maintains a variety of diesel fueled vehicles as part of the City's fleet. The California Air Resources Board (CARB) has developed a number of regulations (ARB Title 13 in the California Code of Regulations) pertaining to diesel emissions for municipal fleets that require the installation of Diesel Particulate Filters (DPF) utilizing the Best Available Control Technology (BACT).

The City owns five trucks that fall under the regulations (rule) referring to the installation of DPF's utilizing the most current technology devices available (BACT). In fiscal year 2010-11 funds were budgeted towards achieving compliance which included replacing one truck cab & chassis as well as the installation of a DPF on one of the regulated vehicles. The final testing and evaluation of the selected DPF was completed in May/June 2011.

DISCUSSION

Not to exceed informal bids were received from the 3 local suppliers of the selected or preferred DPF for a single truck with component needs and options as selected. The bid also had an option for an extension of bids if so desired by each vendor. The following are the bid results:

- | | |
|--|---|
| 1. Ironman, Inc., Corona, CA | \$14,728.91 (extension through 6/2012) |
| 2. LA Freightliner, Fontana, CA | \$15,050.40 (extension through 12/2011) |
| 3. Cummins Cal-Pacific, Montebello, CA | \$15,744.26 (no extension) |

In finalizing and negotiating the detailed needs of each truck in terms of component needs and options with the lowest bidder for compliance with the CARB regulations, Ironman, Inc.'s total cost to retrofit the three trucks came to \$ 41,596.88 (proposal attached).

For fiscal year 2011-12, funds in the amount of \$30,000 are budgeted in Fund 71 AQMD. The funds budgeted were to retrofit the three remaining diesel trucks, including applying for an exemption for one truck that falls under an exemption in the rule that refers to "low mileage/use vehicles".

With the installation of the DPF on the three identified trucks and with approval of one truck "low mileage" exemption, all City diesel fueled trucks will be in CARB compliance. To accomplish and achieve full CARB compliance additional funds in amount of approximately \$12,000.00 needs to be appropriated from the restrictive AQMD funds.

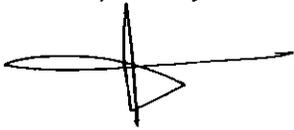
4.8

RECOMMENDATION

Staff requests Council consideration of the following:

- 1) Appropriation of \$12,000.00 from AQMD Funds to complete the fulfillment of CARB compliance of all City trucks.
- 2) Waiver of Formal Bid Process to retrofit City diesel fueled trucks in the amount not exceeding \$42,000.00 to Ironman, Inc.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Krishna Patel', with a long horizontal stroke extending to the right.

Krishna Patel
Director of Public Works

Attachment

11-11-03 kp



Quote # 1214343

Page 1 of 2

Customer City of San Dimas
 Name John Campbell
 Address 245 East Bonita Avneue
 City San Dimas State CA ZIP 91773
 Phone (909) 394-6200 FAX: (909) 394-1271
 Email icampbell@ci.san-dimas.ca.us

Date 11/1/2011
 Order No.
 Rep Joe Pashman/mc
 FOB

Qty	Description	Unit Price	TOTAL
ESTIMATED PRICING FOR BUDGETARY PURPOSES ONLY - PENDING PRE-INSTALLATION COMPATIBILITY RESULTS. THIS QUOTE DOES NOT COVER CUSTOM DESIGN MODIFICATIONS OR RELOCATION OF EXISTING COMPONENTS THAT MAY BE REQUIRED TO PROVIDE SPACE TO ACCOMMODATE A RETROFIT.			

<u>This Quote References "Competitive Quote for Unit #24 dated 6/29/11"</u>			
<u>Vehicles #26, #SW1 & #302</u>			
3	Cleaire Horizon (up to 370HP) (Active System) <u>240V system</u> including installation parts kit - brackets, tubing, hardware, etc. (per vehicle)	\$ 11,150.00	\$ 33,450.00
3	Installation of Horizon System by Ironman's Mobile Team(s) including Pre-installation Compatibility Testing of candidate engine and DECS based on California Code of Regulations, Title 13 as required and enforced by ARB.*	\$ 1,740.00	\$ 5,220.00
<u>Optional (Not Included in Total)</u>			
	Connector cord - 25'	\$ 450.00	
	OR		
	Connector cord - 50'	\$ 685.00	
*Pre-Installation Compatibility Testing and Installations are to be performed at Customer's facility located in San Dimas, CA. Customer agrees to make vehicle(s) available on date/times agreed upon with Ironman. Customer agrees to make at least one (1) bay, equipped with air and power, available at each facility for Ironman's mobile installers to perform work.			
Pricing is valid for 30 calendar days. Sales tax to be adjusted based upon delivery location and tax rate at time of sale. Cancellation: Cancelled orders are subject to cancellation and/or restocking fee up to 20%. Custom orders are subject to the costs incurred up to the time of cancellation, with a minimum of 20% cancellation fee.			

Please Refer to Page 2 for Acceptance of Terms and Conditions

Payment Net 30	Tax Rate(s)	SubTotal	\$ 38,670.00
		Shipping	
		8.750%	\$ 2,926.88
		TOTAL	\$ 41,596.88

Comments _____
 Name _____
 CC # _____
 Expires _____

Office Use Only

2535 Anselmo Drive, Corona, CA 92879 (951) 735-3710 Fax: (951) 734-5833



TERMS AND CONDITIONS

Through Acceptance below, City of San Dimas fully acknowledges and agrees to the quote attached herein in its entirety with the following terms and conditions.

Best Available Control Technology (BACT): CARB mandates that BACT must be installed to meet compliance regulations. Ironman has quoted calculated current BACT as of the date of this quote. Material and labor costs are subject to increase as new advanced technologies are developed and approved as BACT, when vehicle assessments reveal quoted product is not verified as BACT, if there is insufficient space for the retrofit, or when data logging shows operating parameters cannot be met.

Product: Lead time on Cleaire Horizon Systems is approximately 4-5 weeks ARO.

Electrical Demand: The Cleaire Horizon's electrical demand is 2800 watts. Voltage requirement is 208 +/- 5 or (under load) single phase AC & 60HZ. Voltage requirement of 240 has been requested. The circuit breaker requirement is 20 amps per plug. Each Horizon connected simultaneously requires its own electrical outlet. The connector plug is supplied; the cord to the outlet is customer's responsibility. All other electrical is part of the Horizon system and is contained on the vehicle. This quote does not include any electrical wiring at customer's site.

Electrical Infrastructure: It is important to note that Ironman must verify the installation of the electrical infrastructure prior to installing the Cleaire Horizon systems on your vehicles. Customer has two weeks from time of product order to complete the required electrical infrastructure. If installation is delayed due to lack of electrical infrastructure, Customer agrees to pay for product within the payment terms. Installation of the Cleaire product will be billed on a separate invoice.

Mobile Installations: If installations are to be performed at Customer's designated facility(ies), Customer agrees to make at least one (1) bay, equipped with air and power, available at each facility for Ironman's mobile installers to perform work.

CJ4 low-ash oil: DPF manufacturers and Ironman highly recommend the use of CJ4 low-ash oil to prevent premature plugging of the substrates. This service can be performed at an Ironman fixed installations site during the retrofit installation appointment. To find out more information, or for a quote please contact Ironman before your retrofit installation appointment. Low ash oil can save downtime and the cost of added maintenance fees.

Quantity: Quantity of vehicles quoted is based on information given to Ironman from Customer. Should quantity of vehicles or service/installation location change, a revised quote shall be issued to reflect said change(s).

ARB Requirements: As outlined by ARB in Title 13 in the California Code of Regulations, Section 2449(d)(8)(D) states, "before installing a VDECS on a vehicle, the fleet owner must ensure that... the engine to be retrofitted is tuned up so that it meets engine manufacturer's specifications prior to VDECS installation." In addition, Title 13 CCR, Section 2449(d)(9) states, "the owner of a vehicle retrofit with a VDECS must ensure all maintenance on the VDECS and engine is performed as required by the respective manufacturers. Documentation of engine and VDECS maintenance history must be provided to ARB staff upon request."

Ironman recommends the customer keep this documentation on file to ensure ARB and manufacturer warranty compliance.

ARB requires data logging for passive devices be performed while the vehicle is operating in a manner that is representative of the normal duty cycle in which the engine is typically used by the customer. If for whatever reason at a later time, a customer chooses to use the equipment in a different duty cycle and/or if the temperature no longer meets the ARB requirements outlined in the ARB Executive Order, the customer may request approval from the manufacturer and ARB for re-designation of the retrofit to another engine in the customer's fleet that meets the ARB requirements, or have Ironman clean the substrate if the changed duty cycle was an unusual one off event in order for the equipment to return to normal operating conditions. Service maintenance that is required as a result of the vehicle being operated in a manner that is outside the conditions of the VDECS Executive Order will be considered to be a serviceable event and the costs are to be covered by the customer and not the VDECS manufacturer warranty.

ARB has these requirements because Diesel Engines not properly maintained can cause premature plugging and emission device failure not covered under manufactures warranty. ARB requirements for exhaust temperature are to ensure correct operation of passive emission devices - lower exhaust temperatures will require additional service and costs with potential equipment downtime.

Please contact Ironman with any questions or for more information.

ACCEPTANCE:

By date and signature hereunder, I hereby agree and accept the terms and conditions stated within the aforementioned Quote.

Dated

(Customer)



MINUTES
SAN DIMAS REDEVELOPMENT AGENCY MEETING
TUESDAY, October 25, 2011
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

PRESENT:

Chairman Curtis W. Morris
Vice Chairman Jeffrey W. Templeman
Mr. Emmett G. Badar
Mr. Denis Bertone
Mr. John Ebiner
Executive Director Blaine Michaelis
Agency Attorney Ken Brown
Secretary 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

CALL TO ORDER

Chairman Morris called the meeting of the San Dimas Redevelopment Agency Board of Directors to order at 7:52 p.m.

ORAL COMMUNICATIONS (*This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.*)

There were no speakers.

APPROVAL OF MINUTES

It was moved by Mr. Templeman, seconded by Mr. Ebiner, to approve the minutes of the October 11, 2011 meeting. The motion carried unanimously.

EXECUTIVE DIRECTOR

There were no comments.

MEMBERS OF THE AGENCY

In response to Chairman Morris, Executive Director Michaelis replied that the oral arguments before the supreme court on redevelopment agencies would not only be scheduled on November 10, 2011, but they would also be televised. He said if anyone is interested in hearing the oral arguments, he can provide the link.

ADJOURNMENT

Chairman Morris adjourned the meeting at 7:54 p.m..

Respectfully submitted,

Ina Rios, Secretary

5.6



Agenda Item Staff Report

TO: Honorable Chairman and SDRA Board Members
for the meeting of *November 8, 2011*

FROM: Blaine Michaelis, Executive Director

INITIATED BY: Barbara Bishop, Finance/IS Manager

SUBJECT: Approval of the Annual Audited Financial Statements and State
Controller's Report

SUMMARY

*The Annual Independent Financial Audit Report and the State
Controller's Report are submitted for adoption by the Redevelopment
Agency Board.*

DISCUSSION

The enclosed report was filed with the State Controller on November 4, 2011, within six months of the end of the Agency's fiscal year (December 31, 2011) as per Health and Safety Code Section 33080.1. This report consists of the Independent Financial Audit Report, the State Controller's Report for the San Dimas Redevelopment Agency, and the Housing Report, which must be adopted by the Redevelopment Agency Board as the Annual Report. The Agency received an Unqualified opinion for both the financial audit and the compliance audit.

The State Controller's Report filed on form ACCT-LGRS80 includes a description of the year's activities of the projects as well as a work program for the coming year as stated in the City's budget message.

RECOMMENDATION

It is recommended that the Board approve this report by minute action.

5.C.1