



**AGENDA**  
**REGULAR CITY COUNCIL /**  
**REDEVELOPMENT AGENCY MEETING**  
**TUESDAY, NOVEMBER 22, 2011, 7:00 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**245 E. BONITA AVENUE**

---

**CITY 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 AND PRESENTATIONS**

- Introduce Little Miss San Dimas Carlie Pastran to the community
- Downtown Holiday Extravaganza on Saturday, December 3, 2011, 1:00-7:00 p.m., Walker House
- 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) **Resolution No. 2011-54**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA. APPROVING CERTAIN DEMANDS FOR THE MONTH OF NOVEMBER, 2011.
- (2) **Resolution No. 2011-55**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM.

b. Approval of minutes for the joint City Council/Planning Commission special meeting of October 19, 2011 and the regular City Council meeting of November 8, 2011.

END OF CONSENT CALENDAR

## 5. OTHER MATTERS

- a. Request from Waste Management for annual rate increase of 3.40% for residential and commercial refuse services.
- b. Request to hear appeal from the Heatherglen HOA of the Traffic Safety Committee's decision to decline the addition of red curbs to the approved parking restriction signs on Puente Street from Via Verde Park to San Leandro. Decide if the appeal will be scheduled for hearing before the City Council. If so, set the date and time for the hearing to consider the appeal.

## 6. 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 November 8, 2011 meeting
- c. Executive Director
- d. Members of the Agency

## 7. ORAL COMMUNICATIONS

- a. Members of the Audience (*Speakers are limited to five (5) 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.

## 8. ADJOURNMENT

The City Council will next meet on Tuesday, December 13, 2011, 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://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 18, 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](http://WWW.CITYOFSANDIMAS.COM/MINUTES.CFM).

**RESOLUTION NO. 2011-54**

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SAN DIMAS, CALIFORNIA, APPROVING  
CERTAIN DEMANDS FOR THE MONTH OF  
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 Warrant Register: 11/30/2011; 138277 through 138434; in the amount of  
\$612,635.55.

PASSED, APPROVED AND ADOPTED THIS 22nd 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 22, 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 22, 2011*

**FROM:** Blaine Michaelis, City Manager

**INITIATED BY:** Diana Kasuyama, Housing Programs Manager

**SUBJECT:** Authorization to Apply for CalHome Grant for Housing Rehabilitation Loan Program

---

### **SUMMARY**

*The California Department of Housing and Community Development (HCD) have announced the funding availability of CalHome funds to cities, counties and nonprofit housing corporations for First-time Homebuyer and Owner-occupied Rehabilitation Programs.*

*Due to reduced funding allocations for the federal CDBG (Community Development Block Grant) program and uncertainties of CRA (Community Redevelopment Agency) monies, Housing staff is seeking out available grants to continue and enhance existing Housing Rehabilitation Programs.*

*Grants may be awarded up to \$1 million to be used over a 36 month period. This funding requires no match from the City and program paybacks may be reallocated to other housing programs.*

*Staff recommends that Council approve Resolution No. 2011-55, which authorizes the City Manager to submit the CalHome Grant Application for the City's Housing Rehabilitation Program.*

### **BACKGROUND:**

CalHome funds are being made available as a result of the passage of Proposition 1C, the Housing Emergency Shelter Trust Fund Act of 2006, which is a \$2.85 billion bond measure that was approved by California voters in the fall of 2006. Under the CalHome NOFA (Notice of Funding Availability), approximately \$53 million will be provided to fund local public agencies or non-profit organizations with existing First-Time Homebuyer Assistance and Owner-Occupied Rehabilitation Loan programs. 45% of these funds will be distributed for activities in Southern California.

San Dimas was awarded a CalHome grant in 2007 which provided 15 households with the ability to correct code violations and perform deferred maintenance and improvements. In recent years, we have been unsuccessful in obtaining CalHome monies due to the inability to meet baseline criteria which includes demonstrating community need (poverty income levels) and community revitalization (slum and blight conditions). Staff will remain optimistic that the State will be generous in their review as they were in 2007.

*4.a.2*

ANALYSIS:

Staff will be applying for grant assistance in the amount of \$500,000 to enhance our existing Owner-Occupied Rehabilitation Deferred Loan Program. A greater number of recipients will be assisted through a rehab project as opposed to a homebuyer program. Homebuyer loans require a significant subsidy to reduce a buyer's mortgage to an affordable payment.

Loan provisions would be similar to existing CDBG rehab and CalHome loan programs. Recipients must be owner-occupied single-unit properties earning at or below 80% of the median annual income. Staff anticipates approximately 8 - 11 households being assisted over a period of 36 months.

The program will allow for loans of up to \$60,000 with an interest rate of 2% annually, with payments deferred for 30 years. When available, our CDBG program offers loans up to \$10,000, which is not enough to provide for substantial rehabilitation efforts.

Eligible service areas will include the town core and residential areas within our redevelopment project areas. Having no federally defined "Qualified Census Tracts", San Dimas will have a disadvantage during the application review process over other localities with high poverty levels. Establishing a target area will provide additional points for San Dimas toward community revitalization efforts.

No matching funds are required for this grant. The CalHome grant limits administrative costs to reimbursement of actual costs of services rendered to the homeowner that are incidental but directly related to making the loans and the rehabilitation work (i.e. loan/doc. servicing, planning, construction management, inspections and work write-ups). Fees can only be reimbursed for work actually completed and funded with a CalHome loan.

CalHome loans repaid to the City in the future can be utilized for additional low income housing programs. Currently, loan program paybacks are recycled to assist other residents with their rehabilitation needs.

The CalHome grant would be a funding tool available to preserve our existing housing stock by providing financial assistance to eligible households, who could not otherwise obtain funding through conventional lending services.

Recommendation:

It is recommended that the City Council adopt the attached Resolution No. 2011-55 authorizing the City Manager to submit an application for a CalHome Grant for the City's Housing Rehabilitation Program, the allocation of funds and, if successful, execute all agreements and any other documents necessary to secure the grant and amendments thereto.

Respectfully Submitted,



Diana S. Kasuyama  
Housing Programs Manager

Attachments: (1) CalHome Notice of Funding Availability (NOFA)  
(2) Resolution No. 2011-55, Application for CalHome Grant

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

1800 Third Street, Suite 390  
P. O. Box 952054  
Sacramento, CA 94252-2054  
(916) 322-1580  
FAX (916) 327-6660

**NOTICE OF FUNDING AVAILABILITY (NOFA)  
CALHOME PROGRAM  
General Funding NOFA \$53 MILLION**

The California Department of Housing and Community Development (HCD) is pleased to announce it is accepting applications under the CalHome Program provided by Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006. The attached NOFA and all applications are governed by CalHome Program Regulations (Title 25 California Code of Regulations Division 1, Chapter 7, Subchapter 9 commencing with Section 7715).

This NOFA provides funds to cities, counties, cities and counties and nonprofit housing corporations. These can be used to fund First-time Homebuyer Mortgage Assistance Programs and Owner-occupied Rehabilitation Programs.

**Applications under this NOFA are due in HCD offices no later than 5:00p.m. on Wednesday, December 7, 2011.**

Copies of this CalHome Program NOFA and the application will be posted on HCD's website at [www.hcd.ca.gov](http://www.hcd.ca.gov). You may also contact the CalHome Program staff for either the NOFA or application forms.

If you have any questions regarding the NOFA or require assistance in completing your application, please contact CalHome Program staff at (916) 327-8255. An Application Training Manual is also available on the HCD website.

We look forward to receiving your application.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Westlake". The signature is fluid and cursive, written over a white background.

Chris Westlake  
Deputy Director

Enclosure



## **CalHome Program**

**Department of Housing and Community Development**

**Notice of Funding Availability (NOFA)**

**CalHome General NOFA**

**Competitive**

**State of California  
Edmund G. Brown Jr., Governor**

**Cathy E. Creswell, Acting Department Director  
Department of Housing and Community Development**

**Division of Financial Assistance  
Raymond Victor, CalHome Program Manager  
1800 Third Street, MS 390  
Sacramento, CA 94252-2054  
(916) 327-8255**



## **Section 1 – Introduction**

The California Department of Housing and Community Development (HCD) is pleased to announce it is accepting applications under the CalHome General Program. This Notice is for approximately **\$53 million** from the passage of Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006, to provide funding to local public agencies or nonprofit corporations for the following:

- Mortgage Assistance for Low or Very Low Income First-Time Homebuyers (includes Mortgage Assistance for Acquisition with Rehabilitation)
- Owner-Occupied Rehabilitation for Low or Very Low Income Homeowners

HCD awards CalHome grants to eligible organizations for activities that support homeownership programs aimed at low and very low income households. The intent of the legislation governing the CalHome Program is to "...increase homeownership, encourage neighborhood revitalization and sustainable development, and maximize use of existing homes."

Only one application from a local public agency will be accepted for each jurisdiction. Nonprofit corporations (Nonprofits) may operate in several jurisdictions under one application.

## **Section 2 – Authority**

HCD administers the CalHome Program, subject to Health and Safety Code, Section 50650 et seq. ("Program Statutes") and the California Code of Regulations Title 25 [25 CCR], Section 7715 et seq. ("CalHome Program Regulations" also referred to as Regulations) are available at:

[http://www.hcd.ca.gov/fa/calhome/calhome\\_regs\\_approved\\_text.pdf](http://www.hcd.ca.gov/fa/calhome/calhome_regs_approved_text.pdf)



## **Section 3 – Eligible Applicants**

### **Entities:**

Any local public agency or nonprofit corporation may apply that has:

- Operated as a housing program administrator, **AND**
  - Is authorized to engage, or assist in, the operation of housing programs for households with low or very low income, **or**
  - Is authorized to engage, or assist in, the development of housing for households with low or very low income.

The Applicant must have the ability to perform the requirements of the activity or activities for which it has applied [reference 25 CCR, Section 7717].

### **Experience:**

An eligible Applicant must have:

- Administered a housing program for a minimum of two years prior to the date of application, **AND**
- A minimum of two years experience, within the four calendar years preceding the date of application for each activity for which it has applied.

An ongoing program that has multiple-year contracts may count experience from the original date of the contract through the date of application.

An Applicant may count administration of a program performed by a third party contractor toward experience if the Applicant holds the responsibility for the program's operation.

### **Location:**

Local Public Agencies:

- CalHome activities are restricted to the Applicant's jurisdiction.

Nonprofits:

- CalHome activities are restricted to those counties in which the Applicant has operated a housing program within the past four years, or for which they have an existing 523 technical assistance services agreement with the United States Department of Agriculture.
- Nonprofit Developers are eligible to apply for this NOFA, but may only use grant funds for Mortgage Assistance activities.

### **NOTES:**

- Only one CalHome loan may be made on a single property.
- A local public agency and a nonprofit organization cannot use their separate grant funds on the same property.



## Section 4 – Applications

### **Amounts:**

The **minimum** application amount for any single activity/program is \$120,000. If applying for more than one activity, the minimum application amount is \$240,000.

The **maximum** application amount for one or more activities is \$1,000,000. However, Applicants with a population in their jurisdiction exceeding 400,000 may apply for a maximum of \$1,500,000 for one or more activities.

The list of qualifying cities and counties with unincorporated areas that have populations in excess of 400,000 can be found in the Application form.

In addition to this list, a county may apply for a maximum amount of \$1,500,000 if:

- It operates programs in the small cities within the county.
- It can provide documentation to show approval from those cities.
- The sum of the populations of the small cities and the population of the unincorporated portion of the county exceeds 400,000.

The maximum application amounts are based on a subsidy cap of \$60,000 per property assisted. Activity Delivery Fees are included as a portion of the cap.

The maximum sales price/value limit may not exceed 100 percent of the current local median sales price of a single family home in the county in which the CalHome Program or project is located.

### **Activities:**

The Applicant must designate which activity it is applying for.

- Use Attachment I if requesting funds for First-Time Homebuyer Mortgage Assistance.
- Use Attachment II if requesting funds for Owner-Occupied Rehabilitation.
- Use both Attachments if requesting funds for both activities. Only one application is required.



**Documentation:**

To be considered for funding, the Applicant must demonstrate:

- The Applicant is eligible.
- The activities are eligible.
- The proposed use of funds is eligible.
- The application was received by HCD on time.
- The application is complete.
- The application has not been altered or modified.
- The application is signed by the party authorized in the Resolution.

**Submission:**

Application must be made on the forms provided by HCD. Applicants may submit only **one** application in response to this NOFA.

Application forms are available at this link:

<http://www.hcd.ca.gov/fa/calhome>

Applications must be submitted in a three-ring binder and delivered to one of the following addresses:

**U.S. Mail**

Department of Housing and  
Community Development  
CalHome Program, Room 390-2  
Division of Financial Assistance  
P.O. Box 952054  
Sacramento, CA 94252-2054

**Private Courier**

Department of Housing and  
Community Development  
CalHome Program  
Division of Financial Assistance  
1800 Third Street, Room 390-2  
Sacramento, CA 95811

**HCD must receive one original complete application no later than 5:00 p.m. on Wednesday, December 7, 2011.**

CalHome staff may request clarifying information provided the information would not result in a competitive advantage to the Applicant. No Applicant may appeal HCD's evaluation of another Applicant's submission.



## **Section 5 – Funding Allocations**

### **Step 1 - Threshold:**

All applications will be reviewed to determine if they meet eligibility and threshold requirements. Those that pass will be rated for Baseline Criteria and then for Bonus Points.

#### **Applications must meet all eligibility requirements upon submission.**

If an Applicant has submitted an application for both Mortgage Assistance and Owner Occupied Rehabilitation activities, and one does not pass the Threshold Review, the remaining activity will be considered on its own merits. The funding amount requested will be adjusted by HCD to reflect the amount requested for the activity that passed Threshold Review.

### **Step 2 – Baseline Criteria:**

Applications that meet Threshold requirements will be separated into three groups: First-Time Homebuyer Mortgage Assistance, Owner-Occupied Rehabilitation, and those which are a combination of the two activities.

All applications passing the Threshold Review are scored for a **minimum of 550 points to a maximum of 900 points** in the following Baseline Criteria categories:

- 400 points Capability
- 150 points Community Need
- 250 points Feasibility
- 100 points Community Revitalization

The explanation for these criteria is found in the table attached to this NOFA (Appendix A).

Each activity will be scored for Baseline Criteria. For applications that include both activities, two separate scores will be provided. If both activities pass the Baseline Criteria Review, the application will proceed for a determination of Bonus Points, if any, and the two separate scores will be averaged into a single score.

### **Step 3 - Bonus Points:**

Where appropriate, applications that have met eligibility, threshold and baseline requirements will be evaluated for potential bonus points for Energy Efficient/Green Building features and Universal Design standards. If the requirements for these criteria are met, a maximum of 100 bonus points may be granted according to the values assigned to each. For applications that include both activities, all scores will be averaged into a single score.



#### **Step 4 - Performance Penalty:**

Applicants that have previously received a CalHome grant will be reviewed for performance [reference 25 CCR, Section 7751(c)].

Failure to have expended at least 95 percent of the most recently completed grant will result in a 100 point penalty to the score of this application [reference 25 CCR, Section 7755(a)(1)(B)].

If the Applicant has been penalized in a prior NOFA round, the penalty will not be deducted in the current round.

#### **Step 5 - Rating and Ranking:**

Applications will be ranked within each group according to their final scores, highest to lowest. The allocation of funds to each of the three groups will be proportional to the demand.

#### **Step 6 - Geographic Distribution:**

CalHome's enabling statute requires the program "ensure a reasonable geographic distribution of funds." HCD will review the rankings for the geographical distribution of awards with a goal to meet the following minimum targets:

- **45 percent** - for activities in **Southern California** (the counties of San Luis Obispo, Kern, San Bernardino and all counties to the South).
- **30 percent** - for activities in **Northern California** (all other counties of the state).
- **10 percent** - for activities in **rural areas** as defined in 25 CCR, Section 50101.

If there are insufficient eligible applications in any of the targeted distributions, the balance of the allocation for that targeted area will be used to fund eligible applications in any area of the state based on highest ranking order.

#### **Step 7 - Allocation Adjustments:**

In case of a tie score, the application for an area demonstrating the highest poverty level will be funded first.

Allocations will be made to the highest scoring applications and down the list until the full extent of funds available is reached.

Funding decisions will be made by the Deputy Director of HCD's Division of Financial Assistance. The decision of the Deputy Director is final.



## **Section 6 – Awards**

### **Process:**

When decisions have been finalized, all Applicants will be notified. Until letters of Notice of Award or Denial are sent, CalHome Staff may not discuss the standing of any application. Upon receipt of a Letter of Denial, unsuccessful Applicants may direct questions to the CalHome Program Manager at (916) 327-8255.

A Standard Agreement (contract) will be sent to successful Applicants, to be signed by the person authorized in their enabling Resolution. Upon return of the executed Standard Agreement, HCD will sign the contract, and a date stamp will be affixed. A fully executed copy of the Standard Agreement will be returned to the Applicant, and the status of the Applicant will be changed to Recipient.

### **Release of Funds:**

Funds may not be obligated by the Recipient prior to the date stamp on the Standard Agreement.

Funds will be released by the CalHome Program when the Recipient has submitted the following items and they have been reviewed and approved:

- Loan Servicing Plan.
- Reuse Account Plan.
- Program Guidelines.
- Loan Document templates.
- Homebuyer Education Plan (Mortgage Assistance activity only).
- Fully executed 20-Year Monitoring Agreement.
- If a Recipient contracts with a Third Party for these functions, a current copy of the contract must also be submitted for HCD review.

Funds may be requested as either a reimbursement or as an advance. Advances are limited to 25 percent of the grant amount. Documentation showing usage of at least two-thirds of the funds released must be submitted before another 25 percent advance can be processed.



**Timeframes for Performance:**

The Standard Agreement allows a maximum of 36 months from the date of the Award Letter to expend funds. All documentation to support the Recipient's expenditure of funds must be received within this timeframe.

At the end of 36 months, the Standard Agreement terminates. Recipients remain subject to the terms of the audit provisions of the Standard Agreement and the terms of the 20-year Monitoring Agreement.

HCD anticipates the processes of rating and ranking of applications and the awarding of funds should be completed within three months of the application due date.

**Section 7 – Legal Matters**

HCD reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA. If such an action occurs, HCD will notify interested parties.



## Appendix A

<b>Criteria</b> (The criteria listed below represents a summary. Please refer to Section 7751 in the CalHome Program Regulations for more specific information.)	<b><u>Maximum Points</u></b>
<b><u>Capability</u></b> to operate the program or develop the project by demonstrating prior experience with administration of the program activity proposed or in developing the type of homeownership development project as proposed and prior experience with loan servicing or a plan to provide loan servicing/management capabilities.	<b>400</b>
<b><u>Community need</u></b> in a geographic area of the proposed local program or project will be based on the following factors: <ul style="list-style-type: none"><li>• For an owner-occupied rehabilitation application, percentage of the population living at or below the federal poverty level, and the number and percentage of households who are overcrowded and living in substandard housing as reflected in U.S. Census data;</li><li>• For a mortgage assistance application: the factors used will be the percentage of low-income households overpaying for their housing.</li></ul>	<b>150</b>



## Appendix A

<p><b><u>Feasibility</u></b> of the proposed program activity is demonstrated by the extent to which the proposed program is responding to a community need and demonstrates a likelihood of success.</p> <p>Feasibility for program applications will be determined by statistical indicators in the following areas:</p> <ul style="list-style-type: none"><li>• For an owner-occupied rehabilitation application, percentage of pre-1980 homes in the jurisdiction, and the percentage of overcrowded households;</li><li>• For a mortgage assistance program, the ratio between the CalHome appraised value limits (Section 7751 (b)(3)(A)(i)) and median household income in the jurisdiction, and the percentage of low-income homeowners.</li></ul>	<p style="text-align: center;"><b>250</b></p>
<p>Contributes to <b><u>community revitalization</u></b> by operating a program/project located in a federally defined Qualified Census Tract or in a designated redevelopment area under the jurisdiction of the local Redevelopment Agency.</p>	<p style="text-align: center;"><b>100</b></p>
<p><b>Maximum Baseline Points</b></p>	<p style="text-align: center;"><b>900</b></p>



## Appendix A

<b>New Policy Objectives Mortgage Assistance Programs Only</b>	<b>Bonus Points Value</b>
<p><b><u>Targeting Energy Efficient/Green Building features:</u></b></p> <p>Buildings shall be designed to include the green building measures specified as mandatory in the CALGreen Building Standards Code. In addition, the applicant proposing to follow the voluntary green building measures (refer to Appendix A4 at <a href="http://www.hcd.ca.gov/codes/shl/2010_CA_Green_Bldg.pdf">http://www.hcd.ca.gov/codes/shl/2010 CA Green Bldg.pdf</a>) may be eligible to receive 50 bonus points. Voluntary tiers are intended to further encourage building practices that improve public health, safety and general welfare by promoting the use of building concepts that minimize the building's impact on the environment and promote a more sustainable design.</p> <p>CALGreen Tier 1 and Tier 2 buildings contain voluntary green building measures necessary to meet the threshold of each level. For the submission of your application, you may self-certify that you intend to meet the CALGreen Tier 1 or Tier 2 design criteria (see application self-certification check list and attach as Bonus Exhibit A to the Application). An architect or the local inspection agency must certify that the design actually meets the criteria for CALGreen Tier 1 or Tier 2 specified in the Code, and will be a condition of your contract.</p> <p><b>(Attach as Bonus Exhibit A to the application)</b></p>	<b>50</b>



## Appendix A

### **Targeting homeownership units that meet universal design standards:**

Bonus points will be given in the scoring of applications that use their mortgage assistance loans exclusively for home purchases that meet the following universal design standards:

- Provide at least one no-step entrance with beveled threshold. This may be at the front, side or back of unit.
- Make doorways throughout the unit at least 32 inches wide.
- Reinforce wall around the toilet, bathtub and shower stall in order that grab bars may be added at a later time, if needed.
- Install light switches and electrical controls no higher than 48 inches and electrical plugs no lower than 15 inches above the floor.
- Install lever handles on all doors and plumbing fixtures

**(Attach as Bonus Exhibit B to the application)**

**50**



**2011 APPLICATION WORKSHOP REGISTRATION  
CALHOME PROGRAM GENERAL NOFA**

Mortgage Assistance and/or Owner-Occupied Rehabilitation

**Fax this form to (916) 322-2904. No cover page is necessary.**

**NOTE: The session will provide training on the CalHome Program (General) NOFA.**

Attention: CalHome Program, fax # 916-322-2904, voice # 916-327-8255

Organization: \_\_\_\_\_

Attendee's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please indicate which of the following workshop locations and training sessions you would like to attend:

**Sacramento – October 26, 2011**      10:00 a.m. – 2:00 p.m.

\_\_\_\_\_ HCD Headquarters

1800 Third Street, Room 183, Sacramento, CA 95811

**Riverside – October 19, 2011**      10:00 a.m. – 2:00 p.m.

\_\_\_\_\_ HCD Office

3737 Main Street, Suite 205, Riverside, CA 92501

Please list any other program people planning to attend:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_



## Appendix A

## RESOLUTION NO. 2011-55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM

WHEREAS, the City of San Dimas, the State of California, wishes to apply for and receive an allocation of funds through the CalHome Program; and

WHEREAS, the California Department of Housing and Community Development (hereinafter referred to as "HCD") has issued a Notice of Funding Availability ("NOFA") for the CalHome program established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 59650) of Part 2 of Division 31 of the Health and Safety Code (the "statute"). Pursuant to the statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome program, subject to the terms and conditions of the statute and the CalHome Program Regulations adopted by HCD on April 2004; and

WHEREAS, the City of San Dimas wishes to submit an application to obtain from HCD an allocation of CalHome funds in the amount of \$500,000.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN DIMAS AS FOLLOWS:

- Section 1. The City of San Dimas shall submit to HCD an application to participate in the CalHome Program in response to the NOFA issued in October, 2011 which will request a funding allocation for Owner-Occupied Home Rehabilitation Deferred Loans. This deferred loan program will be available in residential areas included in our Redevelopment Project areas. The loans will be up to \$60,000 and may be expanded to include the rehabilitation of mobile homes.
- Section 2. If the application for funding is approved, the City of San Dimas hereby agrees to use the CalHome funds for eligible activities in the manner presented in the application as approved by HCD and in accordance with program regulations cited above. It also may execute any and all other instruments necessary or required by HCD for participation in the CalHome Program.
- Section 3. The City of San Dimas authorizes Mayor, Executive Director, Housing Manager, or Finance Manager to execute in the name of the City of San Dimas, the application, the Standard Agreement, and all other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

PASSED, APPROVED, AND ADOPTED THIS 22nd day of November, 2011.

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 22, 2011, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Ina Rios, CMC, City Clerk



**MINUTES**  
**JOINT STUDY SESSION**  
**CITY COUNCIL / PLANNING COMMISSION**  
**WEDNESDAY, OCTOBER 19, 2011, 6:00 P. M.**  
**STANLEY PLUMMER COMMUNITY BUILDING**  
**245 E. BONITA AVE.**

---

**PRESENT:**

**CITY COUNCIL:**

Mayor Curtis W. Morris  
Mayor Pro Tem Jeff Templeman  
Councilmember Emmett Badar  
Councilmember Denis Bertone  
Councilmember John Ebiner (arrived at 6:03 p.m.)

**PLANNING COMMISSION:**

Chairman Jim Schoonover  
Commissioner David Bratt  
Commissioner John Davis  
Commissioner Stephen Ensberg  
Commissioner M. Yunus Rahi

**STAFF:**

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  
Captain Don Slawson, San Dimas Sheriff's Station

**1. CALL TO ORDER AND FLAG SALUTE**

Mayor Morris called the special joint City Council/Planning Commission study session to order at 6:02 p.m. and led the flag salute. He said staff spent a lot of time and effort to make this item as comprehensive as possible.

**2. ORAL COMMUNICATIONS** (Members of the audience are invited to address the City Council on an 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

Stacy Westlein, Property Manager, The Mat West Company, said she and Nancy manage three industrial business parks in San Dimas and she expressed concern that the sign ordinance and the limitation in signage is negatively affecting their properties on Arrow Highway and West Allen Avenue, that are experiencing a high vacancy rate. She said banners are seen hung in various businesses and she made it clear it is not her intention to ask for those signs to be removed. Rather, she urged the City Council to consider the use of banners and other signage to help property owners survive in this sluggish economy.

Mayor Morris explained the procedure for the meeting and said that in addition to comments from the Mat West Company, communications were received from Maurice Kane and Carl Williams which will be included in the official record. He introduced Assistant City Manager for Community Development Larry Stevens.

4.6

### 3. STUDY SESSION

- a. Consideration and discussion of survey results associated with sign related concerns previously identified in Community Forum and other meetings. Identification of other concerns which may be addressed in the Sign Code Update and future public hearings to amend the Sign Code.

Assistant City Manager for Community Development Stevens stated that at their fall retreat, the City Council suggested that the Planning Commission conduct a community forum to solicit comments and concerns regarding the sign ordinance to help determine an appropriate scope of update. Mr. Stevens presented a Powerpoint presentation to summarize areas of concern associated with the existing sign Code that were identified in the community sign forum conducted by the Planning Commission on March 16, 2011. He stated that on May 4, 2011, staff presented a report on the Sign Forum to the Planning Commission and 15 issue areas were targeted to consider for possible amendments. At their meeting on May 10<sup>th</sup>, the City Council confirmed the Planning Commission's determination of primary issue areas and directed staff to initiate an analysis of the Municipal Code Text Amendment relating to the Sign Code.

Manager Stevens stated that in the interim period, some significant concerns arose as it pertains to enforcement of window regulations and as a result, the City Council directed staff to prepare interim standards on window regulations, which were adopted on August 9, 2011 as an Urgency Ordinance, and extended on September 13, 2011 for an additional 10 months, 15 days. He said there will be discussion on those interim regulations to determine whether they should be further modified or whether they are appropriate as they stand. He said the purpose of the joint meeting is to primarily review survey results and discuss each issue area previously identified, and to determine if it is appropriate to add other regulations before proceeding to the public hearings before the Planning Commission and the City Council.

Manager Stevens said for each issue area, a comparability survey of surrounding cities was conducted and is included in the report as exhibits A-1 through O-1. Mr. Stevens said of the 15 issues, seven primary categories were identified as having the most direct impact to business owners and the community. He added that subsequent to the determination of issues, additional sign issues have arisen in the interim and he would like direction from the City Council whether or not further consideration should be given to these issues. He stated that most of the issues that related to legibility and readability have been addressed in subsequent amendments, rather than incorporating standards into the ordinance. Additionally, staff will determine if it is appropriate to make adjustments for unique circumstances; define appropriate content for murals and signs painted on vehicles; and address temporary paper signs. He will be suggesting that the beneficiary of the paper sign be made responsible for any damages and the cost of removal.

Mr. Stevens added a disclaimer that photographs of various signs are being presented to illustrate the type of sign to visualize the issue that is of concern, and will not be used for the purpose of initiating code enforcement.

#### Window Signs

Manager Stevens summarized interim regulations adopted and said the previous standards allowed two window signs, two permits per year, for a total of 60 days, and no restriction on the area covered. He said this became an issue and staff felt the best approach was to create multiple categories of window signs. He said permanent window signs are applied, stenciled, or etched to the glass surface of the window and are limited to 5% of the total window area of a store or building, for a maximum of 40 square feet. He said there are no time limits and the permit required is available over the counter. He said that small neon signs 4 square feet or less would be included in the permanent window signs, and be subject to the 5% limit.

### Temporary Window Signs

Manager Stevens said temporary window signs are intended to change every 30 days on a regular basis and the signs could be painted, cloth, a banner, or any form of temporary material. He said temporary signs are commonly used to advertise seasonal sales or other temporary message and are permitted under the existing regulations to cover up to 20% of the total window area. He stated that in order to ensure compliance, the business owner is being asked to create proof of installation date to avoid enforcement issues.

### Accessory Window Signs

Manager Stevens stated that accessory window signs are limited to 12 square feet per business, with no individual signs exceeding 4 square feet, do not require a permit, and do not count against the 5% or 20% restriction for temporary or permanent window signs.

In response to Councilmember Bertone, Mr. Stevens provided examples of accessory window signs and said most businesses are in compliance.

### Recommendation:

Manager Stevens recommended that the standards adopted in the interim ordinance are appropriate and should be retained, with the exception as directed by the City Council to come up with a method to overturn the use permit restrictions against alcohol advertising. Mr. Stevens added that attention attracting lighting is currently prohibited and further discussion is warranted.

### Comments:

Mayor Morris invited comments on window signs.

1) Nate, San Dimas Liquor, said he depends on window advertising to draw customers to his store and he would appreciate any adjustments to the Code. He said alcohol advertising was never an issue in the past, however, since the city went to proactive enforcement, he has had to cut down on window advertising. He said he is still receiving notices to comply.

2) Rick, Ranch Town Market, said he has taken down all but one neon sign and two signs facing San Dimas Avenue but he is getting notices to remove even those signs. He also has shelves against the window to protect the wine from the sun.

In response to Mayor Morris, Manager Stevens replied that a shading mechanism that is not a sign is not subject to sign code regulations. He stated that knowing the liquor prohibition would be amended, code enforcement was instructed to be lax in enforcing the liquor prohibition. Mr. Stevens will assign a planner to work with the two business owners as it relates to their needs of shading and how to get to 20% window coverage in a cooperative way.

3) Rick, Ranch Town Market, said he also has an A-frame sign that he sets in front of the store at 8:00 a.m. and goes back into the store at 6:00 p.m.

Manager Stevens said an A-Frame sign is not allowed under the present rules and is the next item of discussion. He added that code enforcement practices was less proactive 15 years ago, however, staff will process a complaint that is received. He mentioned that staff is looking to make some adjustments to recognize how things have changed and try to come to rational standards that work for everybody.

In response to Councilmember Badar, Mr. Stevens replied that of the surveyed cities most of the results were 5% or 10% for permanent window signs and between 15%-25% for temporary window signs. He said 20% seemed like a good mid-point number for temporary window signs. He indicated that most cities do not address accessory signs. He said it is at the City Council's discretion whether or not the recommended numbers of 5% and 20% should be considered for change when the formal code is brought for consideration.

Planning Commissioner John Davis said there is no reason to have a different percentage between permanent and temporary signs. He did not oppose 40% window coverage.

Manager Stevens said permanent signs are intended to accommodate decals and thought it was important to create a separate category for permanent window signs and try to get away from processing permits for temporary window signs. He said the Planning Commission can consider increasing those numbers, however, Mr. Stevens still recommends a total cap of window sign coverage.

In response to Councilmember Ebner, Mr. Stevens replied that the background of the graphic in the sign area is included in the calculation. He added that a reduced graphic and a separate shade can be considered.

Mayor Pro Tem Templeman would like staff to consider some type of balance on attention attracting lighting. He said the typical twinkle lighting or chaser lighting do not pose an issue.

Councilmember Bertone said San Dimas is unique and he does not want to duplicate the standards of other cities. He is not opposed to the recommended 5% and 20% for temporary and permanent window coverage.

Planning Commissioner David Bratt concurred with Commissioner Davis that staff needs to arrive at a total window coverage number. He concurred that 20%-25% was a low number and suggested between 30%-35%.

4) Marlene, Pizza Place, said the lights in the patio area are not very bright and the neon lights exceed 5%. Pursuant to code enforcement, the rope lighting was taken down. She expressed concern with the dark and unsafe patio area and said there is a huge tree in front that also obscures their building.

Manager Stevens replied that 5% would not be a problem if all available window space is counted. He said the neon lights can be squared off to calculate the percentage.

5) Alline Kranzer said several downtown merchants asked for a poster advertising the Wildlife Show to display in their windows to attract people to town, however, the liquor stores declined because they were afraid a complaint would be issued against them. She added that Marlene from the Pizza Place informed her that business was down and the merchants need help advertising.

Manager Stevens said nonprofit advertising in windows is exempt from any category and is permitted.

6) Stacy Westlein, The Mat West Company, pleaded with the Planning Commission and City Council to relax the advertising restrictions on businesses that are struggling in this sluggish economy, rather than citing them on small issues such as lighting.

Mayor Morris said the purpose of this meeting is to review the sign ordinance to come up with practical, enforceable sign standards.

Councilmember Bertone said Councilmembers want to make the standards fairer for everybody, not stricter.

7) In response to Ron Kranzer, Mr. Stevens replied that if a merchant goes to the expense of enlarging their windows, whatever the ultimate window configuration is the basis for applying the standard. He said a framed glass entry door counts as window space for the purpose of calculating permissible window signs.

### Portable Signs

Manager Stevens said that under the existing code, A-frame signs are not permitted in San Dimas and similar prohibitions were found in other cities. He summarized the various standards of the surveyed cities that permit A-frame signs. He said Claremont only permits small signs 12 square feet, for 60 days per year, subject to a permit. He said an exception is made for chalk boards and restaurant menus in Claremont Village area that are not subject to the 60 day limit. The City of Covina permits signs on a limited basis in their town core, shoppers' lane district, on the building premises or adjacent public sidewalk. The signs are limited to 6 square feet and may not have balloons or attachments, and must be of professional quality. The City of Diamond Bar allows portable signs to be addressed in their Comprehensive Sign Programs. He said the City of Monrovia permits temporary sidewalk signs in the historical district only for businesses with perishable goods. The Design Review Committee may approve for other business districts subject to an encroachment permit and insurance to protect the City against trip hazards in the public right-of-way. He said in addition to regular signs, temporary sidewalk signs are also permitted for special sales or openings, 4 times per year, for a maximum of 15 days. The City of Upland only permits portable signs during business hours in the Town Center in the public right-of-way or on the premises. If it's a multi-tenant building, only one 6 square foot sidewalk sign is permitted. West Covina limits signage to 30 days per year for only special promotion events.

Mr. Stevens illustrated examples of portable signs in the public right-of-way, that may be in violation of ADA standards, including the popular wire signs that are placed in medians, planters, and other places. He said if it is determined that portable signs should be permitted, the City Council and Planning Commission need to clearly define what types of portable signs are appropriate. Mr. Stevens stated that the State Attorney General ruled that cities cannot regulate Lotto signs.

Mr. Stevens said staff does not believe there is a beneficial reason to permit A-frame signs, however, if it is determined appropriate, staff recommends the portable signs be limited to the Frontier Village area, with standards similar to those consistent with the Cities of Claremont, Monrovia, Covina and Upland.

### Comments

Mayor Morris invited comments from members of the audience.

1) Cyndia Williams, 125 W. Bonita Avenue, owner of Old Town Antiques for the past 19 years, said she recently had to remove a single pole sign that was previously permitted to let people know her store was open. She now puts out a table, however, she is prohibited from using the word "Antique". She noted that the merchants are suffering in this economy and she would like to be able to put out a temporary sign that says "antique" to attract business. She would be willing to store the sign inside at closing time.

In response to Councilmember Ebner, Ms. Williams replied that the single pole sign is gone, but it was a 4 square foot, black pole sign that said "Antiques" surrounded by painted flowers. Her concern is to let people know she is open. She strongly urged the City Council to reconsider allowing these types of portable signs.

Mayor Pro Tem Templeman said A-frame signs have been an issue for a long time. He said there are stores in the downtown that are located within a courtyard and he thought it seemed reasonable to allow

them to have some A-frame signs in front, which would help with the quaintness we have tried to promote at that site.

Mayor Morris suggested the problem for those businesses can be solved by installing an outside monument sign. He does not oppose the type of pole sign at the Antique Store or A-frame signs, however, he said there is a limited amount of sidewalk, and staff needs to review this issue and come up with guidelines that work. He said these issues will be discussed in a public hearing before the Planning Commission and then come before the City Council for approval.

In response to Councilmember Bertone, Mr. Stevens replied that outside display is regulated differently. He said outdoor displays are permitted in the downtown public right-of-way, subject to Design Review Board guidelines and an encroachment permit. He said while outside display is not within the purview of the ordinance, it may require some review in areas other than the downtown where it is currently permitted.

Planning Commissioner Davis mentioned that the Planning Commission approved three mannequins at a Boutique Shop.

Mr. Stevens said a conditional use permit was required for that approval. He added that Lowes had an approved plan for outside display as part of a development project. He said if it is the desire to add outside display, a simpler process may be a better strategy.

Councilmember Bertone said the main issue is that it not be a safety hazard.

In response to Commissioner Davis, Mr. Stevens replied that a menu sign is considered an A-frame sign. He said an A-frame menu sign might be permitted with limited text where outside displays are permitted or in places that have outdoor eating. He said it sounds like there is the inclination to find a way to permit A-frame signs at least in the downtown and staff will work in that direction. He said if it is permitted in venues outside the downtown, we may want to require them to be back on the private sidewalk in front of the store to avoid multiple signs along a public street.

Commissioner Davis suggested that A-frame signs should not be restricted to the downtown.

Manager Stevens said staff will present at the public hearings quality standards to include a reasonable mix of standards that address normal concerns.

In response to Mayor Morris, Mr. Stevens stated that staff encourages downtown businesses to have outside displays and space was created for that purpose, subject to complying with an encroachment permit and insurance requirements. He said when displays are in the public right-of-way, ADA access must be ensured to protect the city against trip hazards.

Mayor Pro Tem Templeman said multiple A-frame signs on the curblin at San Dimas Station could be problematic. However, staff needs to address businesses tucked back in with some type of signage.

2) Alline Kranzer suggested allowing a banner across the porch bannisters or railings at the Walker House to advertise the restaurant and menu.

Mayor Morris was not in favor of a banner at the historic Walker House and suggested an A-frame sign or some portable signage might be a better choice.

3) Dr David Swearingen, Spectrum Eyecare Optometry, Inc., said they are located in a multi-tenant two story building and he would encourage the use of professional portable A-frame signs for directional purposes in front of the business.

In response to Mayor Morris, Mr. Stevens said directory signs are currently permitted, which could be utilized onsite depending upon the design and layout of the building and how parking relates. He said under the current regulations, the sign has to be fixed, not portable.

In response to Mayor Morris, Dr. Swearingen said the landlord has a small sign attached to the side of the building, however, his eyecare practice is tucked away from the street and he currently puts out a portable directional sign in the morning and returns it indoors in the evening. He urged the City Council to consider adjusting the regulations to allow portable directional signage.

### Digital Electronic Message Boards

Manager Stevens said this issue emanates from a specific request from San Dimas Community Hospital for a digital monument sign. He said most cities in the survey do not address electronic message centers and the one city that does have standards allows the digital message boards for large development complexes and/or automobile dealerships. He said the cost is out of range for small businesses or shopping centers.

Mr. Stevens said that at the minimum, digital signs must be defined to distinguish them from time and temperature signs, changeable copy boards, and other types of similar signs. He said if the City Council and Commission think this type of sign is appropriate, staff has to determine under what circumstance they should be permitted and create appropriate standards through the Design Review Board or Planning Commission to ensure the messages are relative to the site.

Councilmember Bertone supported the use of a digital message board at San Dimas Community Hospital, however, he would not support the use at a liquor store.

Mayor Pro Tem Templeman thought it was appropriate to regulate the digital signs with proper oversight. He stated that these types of signs are seen in front of various city halls that believe they have merit to advertise public information via technology.

Mayor Morris said technology is moving quickly and there is value in replacing existing freeway signs or other signs with a quality digital message board devoted 40% of the time to advertise nonprofit and city events in exchange for permitting the board to advertise 60% of the time.

Commissioner Davis agreed that technology is changing and something has to be done to permit these signs to let the public know businesses are open in the shopping centers. However, this is not something he would consider without a permit and appropriate standards.

### Comments

Mayor Morris invited comments from the audience.

1) Gregory Brentano, Chief CEO for San Dimas Community Hospital, said the hospital will leave the decision to the City Council's discretion. He said the sign is intended for public service to inform patients what health benefits they can achieve at the hospital and he would like to accomplish it within the framework of the existing sign.

Manager Stevens affirmed that the City Council and Planning Commission want staff to look at digital message board signs for other types of circumstances including retail centers. He said most cities do not currently have standards in place for retail digital message boards, however, he will conduct further research.

### For Lease or Sale Signs – Commercial and Industrial Zones

Manager Stevens stated that 10 square foot of signage for each 100 lineal feet of property is currently permitted to advertise For Sale or For Lease signs on a specific property, and no permits are required for these types of signs as long as they meet standards specified in the Code. However, there have been a significant number of complaints about the condition and long standing duration of these signs. He said other cities' sign standards are similar and only the Cities of Claremont and Upland require a one-year permit when space is available for rent, lease, or sale. He added that other cities permit either a free standing sign or banner type signs and some permit two on a corner building. He said in San Dimas, 350 linear feet is required for a second sign, however, in a shopping center there are multiple properties that may qualify separately. He displayed multiple examples and said most of the signs are excessive, and virtually permanent. Mr. Stevens said in discussions, people have suggested that these types of signs should be addressed differently than in the existing code as follows: the business should be permitted one free standing sign or banner; there should be some size reduction of the sign; impose permit requirements to ensure time limits; periodic review; and enhanced maintenance standards.

In response to Mayor Pro Tem Templeman, Mr. Stevens replied that one thought might be to require some kind of coordinated real estate sign for multiple parcels. He suggested allowing bonus square footage to the brokers for the second sign to facilitate the coordination. He further replied that existing standards require that when the vacancy is filled, the sign should be removed, however, that standard has been difficult to enforce. He suggested imposing time limits and continuing maintenance standards on the permit as conditions that can be monitored through enforcement.

Mayor Morris stated that restrictions are definitely appropriate for vacant parcels and thought there should be some balance to allow signage for active businesses.

Commissioner Davis could see no benefit in advertising the brokers instead of the vacancies and thought this type of signage should not be permitted.

Councilmember Ebner said standards are needed to permit this type of sign and said he would add a maximum timeframe of approximately six months and a hiatus period.

Mr. Stevens summarized that the Council and Commission would like stringent regulations on free standing signs.

### Comments

Mayor Morris invited comments from the audience.

1) Stacey Westlein, The Mat West Company, agreed that some signs are excessive and will comply with any regulations decided by the City. She advised that she and Nancy own and manage their own properties and said 50% of their business comes from drive-by traffic, the rest from Craigslist and potential referrals. They would not get calls if their clients did not see their real estate signs or banners. She has 186 potential businesses in their property, with 30% vacancy. She added that they take pride in their properties and do not allow graffiti on their signs to remain for more than one day or over the weekend. She said the signs are up because the economy is bad and will get worse if they do not get help with signage.

Councilmember Ebner suggested that in addition to square footage, there could be a height limitation that would not obscure the streetscape or other business signs in the shopping center.

Mr. Stevens said staff was suggesting a six-foot limit, but he would take another look at this issue.

### For Rent Signs – Multi-family Zones

Manager Stevens said not including tracts, for sale, for lease, and for hire signs are permitted in single family and multi-family residences. The signs are limited to a height of 6 feet, for a total of 12 square feet, and do not require a permit. He said this issue came up in response to someone who was cited for excessive size, balloons, flags and related materials. They wanted more time than available. The Temporary Sign Permit regulations allow six banner permits, up to 60 days per year; balloons, streamers, and pennants are allowed in the banner permits. Staff looked at other cities, and found their standards are similar to San Dimas, and no one has provisions for multi-family rental signs. He provided examples of an inappropriate banner type sign and an A-frame sign with balloons similar to the complaint received. Staff recommended no change to the existing regulations.

In response to Councilmember Bertone, Mr. Stevens replied that regulations are enforced.

### Comments

Mayor Morris invited comments from the audience. There were no audience comments.

### Temporary Banners

Manager Stevens said the current temporary banner regulations are addressed for the purpose of announcing: 1) special events, 2) sales, and 3) other activities. He said an over-the-counter temporary use permit is required and applicants are allowed six permits per year per business; cannot exceed 60 days, and the maximum period for individual banners is 30 days. He said no more than one banner per business is allowed at any time. Streamers, pennants, and balloons could be permitted subject to restrictions.

### Special Event Banners

Manager Stevens said in conjunction with the use, special event banners require a temporary use permit for seasonal activities and other types of permissible sidewalk sales. The display is restricted to no more than two weeks and must be removed within seven days upon conclusion, subject to one banner per property.

### Opening/Coming Soon Sign

Mr. Stevens provided multiple examples of temporary business signs and free standing banners and said all are allowed subject to obtaining the appropriate over-the-counter permit for a specified time limit of no more than 90 days prior to the planned opening.

Manager Stevens provided a summary of the survey of thirteen cities and said all impose a limited number of permits per year (between 4-8 banner permits), and in most cases have a cap on the number of days. He said most cities have a square footage criteria; San Dimas does not currently have a maximum size standard, but he thought it would be prudent to consider imposing that standard. He indicated that most cities have a limit on the number of banners posted at one time, either one or one per street frontage for a corner parcel; some require a bond to guarantee removal; some have professional quality standards; and some with minor exceptions for grand openings, not dissimilar to San Dimas' code.

In response to Councilmember Ebiner, Mr. Stevens replied that La Verne's code is restrictive with a maximum of seven days for one sign, four permits per year, and the banner flies for 28 days per year, limited to no more than 18 square feet.

### Recommendation

Staff recommended retaining the existing standards regarding the number of permits to six and the duration of 60 days per year, with a limit of one banner per business at one time. He said it seems reasonable to consider a maximum square footage of 40-50 square feet and suggested adding criteria about the quality and condition; where the banner is located so it can be properly installed; and a height limit for free standing banners in addition to the number limitation to avoid multiple banners. He said the standards can be flexible for new businesses to allow the first 60 days without counting against the 60 days per year, if they do not have a permanent sign.

Commissioner David Bratt felt it would be appropriate to allow two banners if the business has frontage on two different streets.

In response to Commissioner Davis, Mr. Stevens replied that under the existing regulations, depending on how the first part of the code is interpreted, temporary signs, banners, and other signs erected for the purpose of announcing special events, sales, or other activities may be permitted. He said the code can be interpreted to permit a leasing banner, subject to 60 days. He said in the case of Mat West, he would have issued two 30-day permits. He further replied that human directional signs are prohibited in the code.

### Comments

Mayor Morris asked if anyone had questions or suggestions on this item.

Councilmembers Bertone and Ebner supported staff's recommendation.

### Monument Sign Identification Standards

Manager Stevens said he focused on the ability to have multiple tenants or business names on the monument sign versus a more general review of the number of monument signs or size and related standards. He said the code allows only the name of the complex in a multiple-tenant complex, and may not list the individual tenants on the side. He said in the late 1990's an exception was created in the code that monument signs for certain sized commercial shopping centers that are 40,000 square feet, and in certain circumstances may have a multi-tenant sign. Mr. Stevens presented four examples and said at Target, the multiple tenant sign is larger than other signs because in the specific plan, unique standards were created for the free standing monument sign, which allows it to be that size to accommodate a higher number of tenants. He said in another example, two signs, one for office and one for retail existed for more than 20 years because they were constructed under a different set of regulations and if the tenants were to modify the sign, they would have to go back to current standards. Mr. Stevens said he surveyed other cities and virtually nobody had a standard that said the tenant could only have the center's name on the monument sign; some cities did require the center's name; some cities limited to only major tenants; and some cities allowed a limited number of tenants' names to be determined by the property owner.

In response to Councilmember Bertone, Mr. Stevens replied that unless the City Council directed him to look at size standards, there are no plans to change the current size of the monument size.

Councilmember Ebner thought it might be helpful to list addresses on the monument signs.

In response to Councilmember Ebner, Mr. Stevens replied that some cities have a standard that in a multiple-tenant complex requires the address or range of addresses to be on the monument sign. He can take a look at that and the design components in a multiple-tenant sign would be addressed in a Master Sign Program.

In response to Mayor Pro Tem, Mr. Stevens said it is reasonable to impose a rational standard on legibility. He said a number of cities impose standards for lettering, generally 8-inches is a minimum letter size. He said he could also include design standards that encourage a more uniform approach, rather than have signs with different font type and color.

Mayor Morris said the city can adopt standards that the Federal Government requires for street signs. He suggested grandfathering the Stater Bros. sign, and allowing them to put as many names as they want if they replace the sign.

Mr. Stevens replied that as long as the square footage remains the same, the sign can be redesigned.

Commissioner Davis asked if staff would consider incorporating leasing information into the monument sign. Mr. Stevens replied that it would not be prohibited and the tenant could choose to use a portion of the sign to include "for lease" and the telephone number.

In response to Mayor Pro Tem Templeman, Mr. Stevens said the recommendation is to eliminate the standard to allow merchants the opportunity to list the businesses.

In response to Councilmember Bertone, Mr. Stevens said the address can be included as a requirement.

In response to Mayor Morris, Mr. Stevens said he will conduct preliminary research on electronic digital signs that could be used as monument signs.

#### Comments

Mayor Morris invited comments from audience members.

1) Stacey Westlein, The Mat West Company, noted that national tenants will not come to the city if they do not get proper signage.

Mr. Stevens said that in the past the sign program had restrictions on font and colors that were permissible within a limited range, and vigorous objections by national tenants forced modification to the Master Sign Program to eliminate almost all those restrictions.

2) In response to Representative, Holiday Express, Mr. Stevens replied that the Planning Department will explain the regulations and determine the size and where the monument sign can be placed on the property.

3) Ron Kranzer felt it was important for the Holiday Inn Express to have a monument sign. He also thought the regional/national logos were extremely important and easily identified a business.

Manager Stevens said he would briefly address the next eight issues previously identified.

#### Façade Upgrade Limitations in Frontier Village

Manager Stevens said there is a restriction that prohibits monuments in the public right-of-way in the downtown area, unless the façade is upgraded. He thought that eliminating the façade restriction was appropriate, however, the entire issue of monument signs in the public right-of-way could be affected. He added that when the sidewalks are enlarged in the downtown, there may not be space to appropriately put monument signs and he will look at different ways to provide signage.

### Purpose and Intent Statement

Manager Stevens said this issue was raised by staff. He stated that because of many recent litigation cases, it is important to have a clear Purpose and Intent Statement that provides sufficient Federal protection on first amendment issues dealing with content neutrality. He said it is difficult for staff to limit text of signs and will revise the Purpose and Intent Statement by adding a substitution clause.

### Historic Signs

Manager Stevens said there are several historic signs in the downtown and staff encourages the preservation with minor cleanup warranted.

### Costs to Remove Signs in the Public Right-of-Way

Manager Stevens mentioned earlier about the cost to remove a sign in the public right-of-way and said the Municipal Code will be amended to make the benefiting party of illegal signs responsible for the cost of removal and damage created by said sign.

### Bulbs, Lighting, and Other Attention Attracting Techniques

Manager Stevens said he will work on this issue, based upon earlier discussion.

### Minor Accessory Signs

Manager Stevens said minor accessory signs are scattered throughout the code, as well as other cities' codes. He will work to address certain mandatory signs, extra directional signs, menu boards, etc. that need to be addressed in a clear way.

### Calculation of Sign Area

Manager Stevens said some concern was expressed that it was not clear how to measure a sign facing or area of limitation. He said in the comparability study information, some cities provided graphic illustrations on how to compute the area. Staff will expand the definition and add graphic illustrations to provide visual aids for different shapes, forms, and height.

Manager Stevens invited Council and Commission to evaluate his comments so he can prepare the format for the public hearings before the Planning Commission. He would like to know if anyone has additional issue areas to add.

1) Mayor Pro Tem Templeman suggested that Mr. Stevens be involved in designing and identifying the sites for monument signs or other type of signage that might be near the curb before concrete is poured for the sidewalk improvements in the downtown area.

Mr. Stevens replied that is his intention to look at this project as part of the downtown sidewalk project. He stated that he will probably not preserve all or most of the existing signs. He may have to change the form, shape, number, and location as part of the evaluation, or go in a different direction to provide signage information than a freestanding sign in front of the business.

2) In response to Councilmember Ebner, Mr. Stevens replied that the code revision to make the benefiting party responsible for paying for damages could include yard sale signs in the public right-of-way, however, staff will waive any charge if there is no damage.

3) Councilmember Ebner noticed that the City of Claremont enables a little more signage without calculating window space.

Mr. Stevens replied that staff will apply a common sense approach and as long as signs are reasonably well done, there should be no need for enforcement.

4) In response to Planning Commissioner Yunus Rahi, Mr. Stevens replied that it is his goal to present a completed package to the Planning Commission at their first meeting in December or the first meeting in January, and to go before the City Council in February.

Mayor Morris stated this has been a long process and thanked the Planning Commission and staff for their hard work in giving this process all due consideration, and thanked the audience for their input. He said this will result in a reasonable, enforceable sign ordinance that can be in effect for many years.

#### **4. ADJOURNMENT**

Mayor Morris adjourned the joint meeting of the City Council and Planning Commission at 9:33 p.m.. The next meeting is on Tuesday, October 25, 2011, 7:00 p.m.

Respectfully submitted,

---

Ina Rios, CMC, City Clerk



**MINUTES**  
**REGULAR CITY COUNCIL**  
**TUESDAY, NOVEMBER 8, 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 Erica Rodriguez

**1. CALL TO ORDER AND FLAG SALUTE**

Mayor Morris called the meeting to order at 7:03 p.m. and led the flag salute.

**2. ANNOUNCEMENTS**

- Announce Downtown Holiday Extravaganza event for December 3, 2011 at the Walker House and Bonita Avenue

Recreation Coordinator Rodriguez announced the 2<sup>nd</sup> annual Downtown Holiday Extravaganza from 1:00-6:00 p.m. at the Walker House on December 3, 2011. She invited everyone to come enjoy holiday Santa Claus display, music, carolers, fun activities, arts and crafts, live entertainment, snow, and Santa's hay ride to Rhoades' Park for the Christmas tree lighting from 6:00 to 7:00 p.m. She said the Downtown merchants' will be decorating their windows and participating in the annual holiday treasure hunt.

- Walnut Creek Community Meeting, Tuesday, November 15, 2011, 6:30-8:00 p.m. Stanley Plummer Community Building.

Assistant City Manager Stevens said the City of San Dimas, in partnership with the Watershed Conservation Authority invites the community to attend a second visioning workshop on Tuesday, November 15, 2011, from 6:30 p.m. to 8:00 p.m. in the Stanley Plummer Community Building, to learn about the master planning efforts for the Walnut Creek Habitat and Open Space Project. Additional information is available at [www.watershedconservationauthority.org](http://www.watershedconservationauthority.org); [www.cityofsandimas.com](http://www.cityofsandimas.com); and on Facebook at [www.facebook.com/walnutcreekhabitat](http://www.facebook.com/walnutcreekhabitat).

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

Pui-Ching Ho, Library Manager, invited the community to enjoy great stories and learn children's songs and art activities at Preschool Story Time on Friday mornings at 10:30 a.m.; she invited the community to join them on Wednesday, November 16<sup>th</sup>, at 6:30 p.m. for music with Chaz Ross to learn about and play a variety of percussion instruments; the Evening Book Club will discuss the book for November Steve Martin's *The Pleasure of My Company* on Thursday, November 17<sup>th</sup>; She said Christmas is coming and on Saturday, December 3<sup>rd</sup>, the Library will present a Children's Sand Art Santa Workshop.

Materials will be provided and each child will take home a completed picture. Space is limited. For detailed information, contact the Library at 909/599-6738.

2) Mayor Morris announced that before he opens Oral Communications, City Manager Michaelis will briefly report on the Pay/Reimbursement Plan for city employees listed under the consent calendar.

City Manager Michaelis explained that the City wanted to maintain financial strength over the past 3.5 years and during that period, the city has not provided any salary adjustment or health plan contribution for employees. He stated that over that same period of time, the consumer price index was close to 4.2% and in the consent calendar, Resolution No. 2011-53 proposes a 2.5% increase in employees' salaries and a \$50 per month increase in health insurance benefits. He said the announcement is being made prior to oral communications so the public is made aware of the proposal the City Council is considering and give the public an opportunity to ask questions.

Councilmember Bertone requested that revised salary information be posted online.

Mayor Pro Tem Templeman said the City Manager waited until the final audit was completed to ensure the revenue stream was in a position to approve the modest increase.

**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

In response to David Harbin, 242 E. 4<sup>th</sup> Street, City Manager Michaelis said both the 2.5% increase in salary and \$50 increase to the health plan go into effect December 1, 2011 and the annualized total approximately is \$240,000 on an ongoing basis. He further explained that the Reimbursement schedule covers employees' costs of using their own vehicles on the job site, however, there is no change or increase to that part of the Resolution.

#### **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.)

Councilmember Bertone requested that item 4.a.2 be considered separately.

It was moved by Mayor Pro Tem Templeman, seconded by Councilmember Bertone, and carried to accept, approve and act upon the consent calendar, as amended, as follows:

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.**

- 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

**4.2) 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.

It was moved by Councilmember Bertone, seconded by Councilmember Badar, to waive further reading and adopt **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. The motion carried unanimously.

**5. SAN DIMAS REDEVELOPMENT AGENCY**

Mayor Morris recessed the regular meeting at 7:20 p.m. to convene a meeting of the San Dimas Redevelopment Agency Board of Directors. The regular City Council meeting reconvened at 7:22 p.m..

**6. ORAL COMMUNICATIONS**

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

There were no comments.

- b. City Manager

City Manager Michaelis proudly announced that the Southern California Chapter of the California Public Works Association chose to award its 2011 Capital Improvement Project of the Year to the City of San Dimas for its civic center expansion and renovation project, at the Awards Luncheon to be held on December 7, 2011.

- c. City Attorney

There were no comments.

d. Members of the City Council

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

a) Councilmember Badar reported that he attended the California Joint Powers Insurance Authority 16<sup>th</sup> annual Risk Management Educational Forum on Wednesday through Friday, October 26-28, 2011, in Indian Wells. He learned that over 40% of cases are based on public works incidents, resulting in 52% of payouts from the risk management fund, and discussions centered on minimizing the City's and community's risk for lawsuits. He commended Public Works staff for their record keeping and efficient maintenance schedules.

b) Mayor Pro Tem Templeman said he also attended the Joint Powers Insurance Authority Risk Management conference. He found many of the educational sessions worthwhile and stated that the Authority also has available an online library.

c) Mayor Morris stated he is a member of the California Joint Powers Insurance Authority and attended the risk management forum at their expense. He said in a difficult financial economy, the Authority has put on training sessions at no cost to the Cities. He indicated that the Authority does a great job of presenting their risk management conferences and the online library is a great training program. He added that San Dimas is one of the 33 cities that founded the Joint Powers Insurance Authority.

2) Individual Members' comments and updates.

a) Councilmember Ebner reminded the community that Friday is Veterans Day and extended an invitation to honor all Veterans by joining the HEROES Organization for the unveiling ceremony of the Veterans Monument at 3:30 p.m. on Friday, November 11, 2011, at the corner of Commercial Street/San Dimas Avenue.

**7. ADJOURNMENT**

Mayor Morris adjourned the regular meeting of the City Council at 7:31 p.m. The next meeting is on Tuesday, November 22, 2011, at 7:00 p.m.

Respectfully submitted,

---

Ina Rios, CMC, City Clerk



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of November 22, 2011*

**FROM:** Blaine Michaelis, City Manager

**INITIATED BY:** Ken Duran, Assistant City Manager

**SUBJECT:** Request from Waste Management for refuse service rate increase

---

## **SUMMARY**

*The City's franchise agreement with Waste Management allows for an annual rate adjustment based upon a formula factoring in changes to the Consumer Price Index (CPI), fuel cost index and landfill and disposal costs. Based upon the formula Waste Management is requesting an increase of 3.40% for all services effective January 1, 2012. It is recommended that the Council approve Waste Management's request for the rate increase pursuant to the terms of the agreement.*

## **BACKGROUND**

The existing solid waste franchise agreement with Waste Management went into effect in February 2008. The adoption of the Agreement at that time included an 8% increase to rates for all services.

The Agreement also included a second automatic increase that was scheduled to become effective January 2009. As Council will recall when Council discussed the January increase there was also a discrepancy over the elimination of the commercial additional container discount. The action taken by the Council in November 2008 was to approve the 8% increase effective January 2009 and revisit an additional 4% increase upon Waste Management's completion of a commercial recycling audit. Waste Management completed the audit in April 2009 and the Council approved the additional 4% increase effective June 2009.

The Agreement has a rate adjustment formula for annual rate adjustments beginning January 2010. The formula is based upon three weighted

5.2

components; a service component based upon the annual Consumer Price Index (CPI), fuel component based upon a fuel cost index and disposal component based upon landfill and disposal costs. Each component is weighted and makes up a percentage of the overall rate adjustment formula.

In 2010 the formula calculation resulted in a rate increase of less than 1%, at which time Waste Management decided to forgo requesting an increase for that year. In 2011 the increase was 1.33%. At the City Council meeting in reviewing that increase a resident questioned whether or not transfer station costs should be used in calculating the formula. City staff and the City Attorney have verified that transfer costs were intended to be, and could be, included in the formula.

The formula for this year's adjustment request is as follows and reflects a factor based upon the distribution of waste taken to the various landfills and transfer stations utilized by Waste Management:

### Rate Component Annual Change Assumptions

	Sep-10	Sep-11	Index Change	Percent of Change
CPI - Service Component	226.05	233.02	6.97	3.09%
DOE On Highway Diesel - Fuel Component	3.14	4.06	0.91	29.04%
Disposal				1.46%

Rate Component	Adjustment due to change in indices/change in disposal fees	Relative Weight of Rate	Weighted Rate Adjustment Percentage
Service Component (75% of CPI)	2.31%	65%	1.50%
Fuel Component	29.04%	5%	1.45%
Disposal Component	1.46%	30%	0.44%
Total		100%	3.40%

### Using Current Rate of \$25.41

Current Rate	\$25.41
Rate Increase%	3.40%
Rate \$ Increase	\$0.86
Adjusted Rate	\$26.27

Based on 64-gallon

As is illustrated in the chart the Service Component change is 3.09% which is the September 2011 year to year Cost of Living Index increase. The Fuel

component increase is 29.04% based upon the year to year changes in the California No 2 Diesel Retail Sales Index. The Disposal Component is based upon the actual increase in disposal costs for each of the disposal or transfer facilities used and weighted based upon the percentage of waste disposed at each facility. There were only two facilities with increases this year. Puente Hills Landfill had a 15% increase in the rate for green waste as alternative daily cover (ADC). 17.68% of all waste disposed of this year by Waste Management was used as ADC. The other disposal increase was a fuel surcharge at the Valley Vista Transfer Station which resulted in a .6% increase. 62.35% of all waste disposed of this year went to this transfer station. These two increases combined and weighted based upon actual disposal resulted in the 1.46% increase in the Disposal Component.

Factoring in all three of those weighted components results in the requested 3.40% increase for all services. As is illustrated in the example above the actual amount of the increase for an average residential customer with a 64 gallon container would be \$0.86 per month. A commercial customer with a 3 yd. container serviced once per week would experience a \$5.22 per month increase.

## **ANALYSIS**

Staff has reviewed the indices data and formula methodology and finds them in compliance with the Agreement. The weighted formula appears to be a fair methodology to allow the rates to reflect the actual increases and decreases in the cost for providing the solid waste services. The Consumer Price Index did increase by 3.09% from September 2010 to 2011. We are all aware that fuel prices increased in 2010 resulting in the increase in the fuel index. Staff has verified that the rates for the ADC disposal at Puente Hills Landfill did increase from \$19.95 to \$22.95 per ton in 2011 and that the increase in the Valley Vista Transfer Station fuel surcharge resulted in a yearly average of .6% increase to their rates. Therefore, the resulting 3.40% increase appears to meet the requirements of the rate increase formula identified in the Franchise Agreement.

The rate increase formula is not performance based but based upon the cost factors. However, staff finds that Waste Management is in compliance with the terms and conditions of the Franchise Agreement. The Agreement does allow for a periodic public hearing performance review of Waste Management services. In March 2011 the City Council did conduct a public hearing performance review with no significant performances issues raised. The upcoming year will require the City and Waste Management to work closely together to implement the new State Legislative requirement for mandatory commercial and multi-family residential recycling that is required by July 2012.

**RECOMMENDATION**

Since the requested increase of 3.40% conforms to the formula allowed for in the franchise agreement, staff recommends that the City Council approve the rate increase for residential and commercial services requested by Waste Management effective January 1, 2012.

Attachments: Waste Management Request Letter, Rate Adjustment Formula



**WASTE MANAGEMENT**  
San Gabriel / Pomona Valley District  
13940 E. Live Oak Avenue  
Baldwin Park, CA 91706  
(626) 960-7551

November 16, 2011

Mr. Ken Duran  
Assistant City Manager  
City of San Dimas  
245 W. Bonita Avenue  
San Dimas, CA 91750

RE: Annual Price Increase Request

Dear Mr. Duran:

Pursuant to our franchise agreement, Section 22.6, Waste Management respectfully requests an adjustment of the service rates to be effective January 1, 2012.

The rate increase formula and calculations based on service at 65%, fuel at 5% and disposal at 30% is attached. You will see that the three weighted components of the rate have risen and will increase the San Dimas 2012 rates by 3.40%.

Moving towards the New Year, 2012, we look forward to the challenges of new legislation and the mandates expected therein. Working with your excellent staff we will develop and implement programs that will enhance existing recycling services in the San Dimas commercial/industrial, multi-family sectors and provide solutions for horse manure in the equestrian community.

Waste Management continues to be your solutions provider and has a few new programs to introduce in 2012. "*At Your Door Special Collection*" is a service that makes it easy for residents to dispose of and recycle home-generated household hazardous waste. "*At Your Door*" provides residents with front-porch service to remove the difficult, sometimes hazardous and hard-to-recycle items almost every household accumulates.

Another new program we will share with you is "*Think Green Rewards*". It is our way of thanking customers for recycling. The *Think Green Rewards* program allows residents to earn money-saving discounts and coupons at local stores and restaurants just for simply filling up their home recycling container each week. It's that simple.

Working with your local San Dimas Ace Hardware store as a retail vendor for WM's "Bagster" will give the community another option for disposal with home repairs, cleaning out the garage or big landscaping projects. San Dimas Ace Hardware will be the City's exclusive Bagster vendor and will be included in our national advertizing campaign.

As your Waste Management representative I look forward to sharing more information with you about "*At Your Door Special Collection*", "*Think Green Rewards*" and the other innovative solutions afforded to Waste Management customers.

Sincerely,

Carolyn Anderson Corrao  
Representative to City of San Dimas  
Waste Management San Gabriel/Pomona Valley

Cc: Blaine Michaelis, City of San Dimas  
Doug Corcoran, Waste Management  
Sandra Pursely-Boyle, Waste Management  
Cheryl Lautman, Waste Management

Attachments: Rate component work sheet  
CA No 2 Diesel  
Bureau of Labor Statistics Table  
Disposal distribution

2011 - 2012 Rate Adjustment

San Dimas

Rate Component Annual Change Assumptions:

	Sep-10	Sep-11	Index Change	Percent of Change
CPI - Service Component	226.05	233.02	6.97	3.09%
DOE On Highway Deisel - Fuel Component	3.14	4.06	0.91	29.04%
Disposal				1.46%

Rate Component	Adjustment due to change in indicies/change in disposal fees	Relative Weight of Rate	Weighted Rate Adjustment Percentage
Service Component (75% of CPI)	2.31%	65%	1.50%
Fuel Component	29.04%	5%	1.45%
Disposal Component	1.46%	30%	0.44%
Total		100%	3.40%

Using Current Rate of \$25.41

Current Rate	\$25.41
Rate Increase%	3.40%
Rate \$ Increase	\$0.86
Adjusted Rate	\$26.27

Based on 64-gallon



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of **November 22, 2011***

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

**Subject:** **Request to hear the appeal from the Heatherglen HOA of the Traffic Committee decision to decline the addition of red curbs to the approved parking restriction signs on Puente Street from Via Verde to San Leandro.**

## Summary

On November 7<sup>th</sup>, 2011 the City received a letter from Heatherglen HOA requesting the appeal of a Traffic Committee decision to decline the addition of approximately 1,200 linear feet of red curbs on Puente Street in addition to the already installed, recently enhanced and relocated parking restriction signs adjacent to Via Verde Park. The review of this appeal could be scheduled for the December 13<sup>th</sup> meeting.

However, staff considers that it is premature to hear this appeal, when the new larger parking restrictions placed behind the curb were only installed in October. As the overflow parking problem at Via Verde Park is more prevalent during the spring and summer months, it would be more prudent to wait until July 2012 to allow time to measure and gauge the effectiveness of the Traffic Committee recommendation. The Sheriff Department patrols this area regularly during evening and weekends, the times when the park usage is at its maximum.

## BACKGROUND

Puente St. adjacent to Via Verde Park is a very curvilinear street and on the west side of the street from Via Verde to Calle Leandro, or over a distance of approximately 1,200 feet, parking is restricted. The street at its narrowest point is 36 feet wide at the Park, is striped with double yellow line and parking is available on the park side only. Puente St. is also the prime entrance to the Heatherglen neighborhood. Via Verde Park has grown into a very popular and has become an icon of a park for the Via Verde neighborhood for family gatherings, friendly soccer events, City events, etc.

On May 18<sup>th</sup>, the Traffic Safety Committee (TSC) reviewed the original request "to consider painting red curbs on both sides of Avenida Fernando at San Dimas and in front of 1027, 1021, and 1025 Puente Avenue". TSC approved the red curb on Avenida Fernando due to the visibility and constricted space issues created by parked cars on this street. Subsequently, the red curb request for the homes at 1027, 1021, and 1025 Puente was not approved as it was deemed more of a personal appeal for these 3 homes which are adjacent to the Via Verde Park. It should be noted that no one from the Heatherglen HOA attended this particular meeting.

*S. b*

On July 15, 2011, the City received a letter from the Heatherglen HOA requesting an appeal of the decision regarding the 3 homes on Puente Street. Staff was surprised to have received the letter approximately two months after the May TSC meeting, however, the letter was responded to and the appeal of the matter was placed promptly on the August TSC agenda for review.

On August 17, 2011, at the TSC meeting, it was immediately identified that the information provided/submitted to TSC was miscommunicated/interpreted. The 3 homes on Puente Street (1027, 1021, and 1025) were in fact not requesting personal red curbs. Rather, it was the HOA's request that in addition to the existing No Stopping signs already in place, the request was for the curbs *across the street from these 3 homes* to be red curbed. It was relayed to TSC by the HOA President who felt that the current signs were being ignored and there was lack of enforcement in the area.

Since the receipt of the red curb request, the matter has been on TSC's agenda and reviewed at several sessions (see Attachment A, TSC Minutes for May, August, October, 2011<sup>1</sup>). It should be noted that several of the residents in attendance of the TSC meetings are not in concurrence with TSC's deliberations/recommendations for several reasons, but primarily the residents believe there is only one solution to this matter: to add red curbs along the entire 1,200' of sign-restricted parking area.

## **DISCUSSION**

Ultimately, TSC felt that it would not be appropriate to have approximately 1,300 feet of red curb in this neighborhood due to the aesthetics and associated maintenance costs. The question posed is do we want our streets to look like those in the City of LA, where water-based red curb paint fades very quickly, becomes a nuisance, and is distracting to the quality of our neighborhoods? It is these observations TSC took into consideration. TSC sympathizes with the HOA and the parking issues associated with Via Verde Park, but feel strongly about the decision to install the larger signs and continue monitoring the area

Following the October 19<sup>th</sup> TSC meeting, on October 27 and 28, the new larger and closer parking restriction signs were installed behind the curb and are now more visible and prominent.

On November 7<sup>th</sup>, the Mayor received a letter of appeal (Attachment B) from the Heatherglen HOA requesting the TSC recommendation be rescinded, of declining the painting of red curbs on Puente Street.

TSC reviewed the Sheriff's Department's findings at the November 16, 2011 TSC. The 90-day review included the illegal parking issues on their patrol rotation (see Attachment C, Citation Summary). The Citation Summary seems to indicate the parking problems are not as prevalent as it pointed out by HOA. In addition at the TSC meeting, members of the Board and residents were all complimentary of the new signage behind the curb being more visible and perhaps effective. Furthermore, in response to Sheriff's Department's presentation of the illegal parking issues, the residents commented that parking problems become more prevalent from spring onwards when the park usage increases due to the warmer weather.

Staff believes that TSC has taken accurate, incremental steps with regard to this matter. Experience has shown that the most effective way of correcting and getting compliance of traffic problems is by implementing measures through introduction of incremental steps rather than rushing into solutions. The monitoring of areas and having the Sheriff's Department's vigilance in particular areas have proven successful for deterring residents from illegally parking (e.g. Puddingstone near Tiburon). Staff is confident the TSC's recommendations will eventually lead to meeting the objectives of getting park patrons to be in compliance of the posted No Stopping Any Time signage.

---

<sup>1</sup> There was no September TSC meeting.

As you can see from the attachments and after much deliberation, Staff believes it is premature to appeal TSC's previous recommendations and implement the residents' request at this time. Instead, Staff proposes reviewing the issue again in July, 2012. This review period would give ample time and the combination of:

- Collaboration with the Sheriff's Department (additional monitoring);
- Working with the residents (as before notifying Sheriff's department when there are violations);
- Evaluate compliance with the larger, closer signs (placed behind the curb which has further increased visibility) to ensure the measures recommended have begun to provide the necessary results
- Extending the monitoring until July 2012 allows evaluation of the signage effectiveness during peak usage in spring and summer, combined with the Sheriff's monitoring on regular evenings and weekends.

**RECOMMENDATION**

Staff provides the Council with the following options and recommendations:

**Option 1**- Uphold the Traffic Safety Committee recommendation of October 19<sup>th</sup>, 2011 installing new, larger and higher reflective parking restriction signs behind the curb for increased visibility, and allow time to effectively gauge the effectiveness of the signage during the busier season. TSC would review in July 2012.

**Option 2**- Direct Staff to hear the Heatherglenn HOA's appeal at its December 13<sup>th</sup> regular Council meeting.

Respectfully Submitted,



Krishna Patel  
Director of Public Works

Attachment A: TSC Minutes regarding issue for May, August, and October 2011  
Attachment B: HOA Letter of Appeal, November 4, 2011  
Attachment C: Citation Summary

Meeting Minutes  
WEDNESDAY, May 18, 2011 at 9:30 A.M.

**05-11-03 AVENIDA FERNANDO AND PUENTE AVENUE**

REQUEST FROM VIA VERDE HEATHERGLEN BOARD, to consider painting red curb on both sides of Avenida Fernando at San Dimas Avenue and in front of 1027, 1021, and 1025 Puente Street.

DISCUSSION: Committee reviewed onsite and GIS map of this location. Chair Patel commented the parking on Puente Street has been previously reviewed by TSC. Chair Patel continues that the red curbs requested on Avenida Fernando at San Dimas do seem appropriate to restrict parking due to the visibility and constricted space issues created by parked cars. Resident Gonzalez inquired who made the official request, and Chair Patel responded it was the HOA Board. Chair Patel further explained that in addition to the HOA Board's red curb request, three additional homes adjacent to the park have requested red curb to restrict parking. Chair Patel stated this appears as a personal request by the specific homeowners rather than a public safety issue. There is not a compelling reason to paint the red curbs at these three homes. Painting red curbs in front of these homes will restrict visitor parking for the residents as well as park users. Resident Smith offers she is in accord with the three homeowners and their parking issues, but agrees with Chair Patel that this is not a City issue per se and this situation calls for 'being a good neighbor'. Resident Smith inquired if there is a plan for additional parking at this location. Chair Patel says there is a long term plan to add more parking when Via Verde is scheduled for the next round of slurry, the park frontage along Via Verde will be striped with parking lane.

RECOMMENDATION: Paint red curbs on both sides of Avenida Fernando at San Dimas Ave from first curb cut to corner.

Meeting Minutes  
WEDNESDAY, August 17, 2011 at 9:30 A.M.

**08-11-02 1027, 1021, 1025 PUENTE STREET/HEATHERGLEN HOA**

REQUEST FROM HEATHERGLEN HOA, RESIDENT, request repeal of TSC May 2011 (Item 05-11-03) decision to not red curb homes on Puente Street.

**DISCUSSION:** Chair Patel opened this item recapping the request by HOA to paint the red curbs in front the 3 homes on Puente. Resident and HOA president Nichols pointed out the miscommunication with respect to this item. The request for the red curbs is on the opposite side of these homes, currently designated with "No Stopping Any Time" signs. Resident Nichols further stated the Heatherglen residents are frustrated with the people who disregard the No Parking signs on the south side of the street. He feels the red curbs will assist the signage and be a reminder to the public. In response to Senior Engineer Garwick, Resident Nichols confirmed summertime is the worst as the parked cars on both sides of the streets creates a bottleneck up Puente Street. Resident Nichols pointed out more and more events (such as L. Pompeii Memorial), soccer games, Easter celebrations are being planned at this park which has increased the parking problems. Resident Barclay commented he has witnessed children crossing the streets unsafely from the illegally parked cars. Resident Nichols provided the Committee with photos of someone parking on Tuesday, 8/15. He indicated he spoke to the party and they commented they didn't see the signage and were unaware there was a no parking zone. Chair Patel confirmed L. Pompeii Memorial event will no longer be held at Via Verde Park. Secondly, the public should be adhering to the posted signage regardless of red curbs or not. Chair Patel further stated the City's informal policy does not require red curb when no stopping signs are installed. The combination of signs and red curbs impacts the charm of the City. The City has adopted this informal rule for aesthetic purposes to keep the City's clean look, especially in the residential neighborhoods whenever possible. In addition, red curb requires annual repainting which is a maintenance cost and burden. Chair Patel sees this problem as an enforcement issue at this time. Sheriff Alaniz concurred and will request attention to this area. Chair Patel agreed this should be the first manner of handling this problem. He further identified the recent parking issues on Puddingstone and confirmed the additional enforcement/attention process provides the requested results. Chair Patel suggested monitoring the area for 90 days. Superintendent Campbell proposed larger signage could be an option and as well as advising the P&R Dept. to remind event organizers to be mindful of the parking restrictions in the area. Sheriff Alaniz confirmed he will speak to the Captain about the Special Attention form. Audience member also suggested the addition of the citation amount could be a good reminder to violators of the parking restriction. Resident Nichols asked about the no stopping in front of shopping center, across from the steps entrance to the park, could this be removed to allow for parking at this section. TE Siecke confirmed that would not be desirable because it creates a line of sight issue for exiting traffic and for pedestrians crossing in route to the park. SE Garwick suggested creation of a tow away zone. This could be justified for safety reasons and it would also deter individuals who ignore the no parking signage.

**RECOMMENDATION:**

1. Deputy Alaniz to follow up with Special Attention form from Sheriff department for this area
2. Monitor the location for 90 days
3. Install new larger sized No Stopping signs; and No Stopping Anytime zone minimum citation amount posted
4. Include Tow Away message on the No Stopping signs
5. Notify HOA to trim trees along south side of Puente to make signs more visible to park patrons

Meeting Minutes  
WEDNESDAY, October 19, 2011 at 9:30 A.M.

**08-11-02 1027, 1021, 1025 PUENTE STREET/HEATHERGLEN HOA**

REQUEST FROM HEATHERGLEN HOA, RESIDENT, request repeal of TSC May 2011 (Item 05-11-03) decision to not red curb across the street from homes on Puente Street.

- 1) Request from Staff – Review report from Sheriff Department on effectiveness of their monitoring of parking at Via Verde Park
- 2) Request from Staff – Reconsider decision to install “No Stopping Any Time” signs with tow away.

**DISCUSSION:** This item’s history was briefly reiterated for the Committee/residents in attendance: The matter came before the May TSC meeting as a request from the Heatherglen HOA which was denied. It was clarified that there was a miscommunication with respect to the original submittal. At the August TSC meeting (and after clarification) the decided course of action was: 1) installation of larger No Parking Any Time signs along with tow away language and fines listed; 2) to have the Sheriff’s Department increase patrolling of the area for a 90 day period; 3) have HOA trim trees along Puente Street to make signs more visible. After the history review, Deputy Alaniz reported the findings from the last 60 days of additional patrolling of the Via Verde park area and confirmed 50 calls (calls to the station or patrols of the area?); 2 citations & 1 arrest. Resident Barclay clarified for the Committee that it is evenings, weekends, and holidays that are the problem. Per Deputy Alaniz he will request the additional patrolling for the newly advised challenging hours. He stated further this will be an ongoing situation for the park and that it will take a partnership between residents, Sheriff’s Department and parking restriction signage to achieve the desired results. In addition the Heatherglen residents in attendance confirmed an unfortunate Saturday (10/15) evening event that occurred and exasperated the tense circumstances in the area. The Via Verde park was overloaded with patrons and the residents counted approximately 25 illegally parked cars; extremely loud people and provided pictures to document what they saw on that particular evening. The residents confirmed they contacted the Sheriff’s Department to advise of the illegally parked cars. It was also discussed that at the same time, Bonelli Park was in the midst of a tragic boating accident and as result of this attention at Bonelli Park, no officers could be dispatched to Via Verde. It could be surmised that the closure at Bonelli Park is part of the reason for the overload at Via Verde Park (and possibly at other San Dimas City parks). The residents were understanding, however this occurrence highlighted further their desire for a red curb, which they consider the only possible solution, and further stated that in the event of an emergency (based on the previous TSC item from Hallock/Smead) it would be difficult for emergency vehicles to maneuver to the residents in that area. TSC panel confirmed that due to the Brown Act rules the conversations would focus on agenda issues and additional discussions would not be acted upon. Resident Valentine commented the current signs are not visible and are too far apart which could contribute to the disobeying of the restrictions and believes in the red curb. Resident P. Barclay confirmed she has experience with Traffic Safety and believes safety is not trumped by aesthetics. Resident Nichols questioned why the City is against the red curb. Superintendent Campbell confirmed that the TSC is going through the required processes and incremental steps to ensure the correct resolution can be attained. Chair Patel offered that since the tow away language question had been agreed upon that the City could install the new, larger parking restriction signage on Puente Street and assess locations for maximum visibility. Anticipated installation within two weeks. Chair Patel asked Heatherglen residents to work with City and allow for the installation of new signs and for the remaining review period previously recommended (90 days) to lapse. This item is scheduled for November TSC for follow up. Chair Patel further detailed he has spoken with Resident Nichols and advised him of the HOA’s rights to appeal the TSC’s decisions to Council. Resident Nichols confirmed the HOA will in fact be appealing the decisions to Council as they are confident in their request for a red curb.

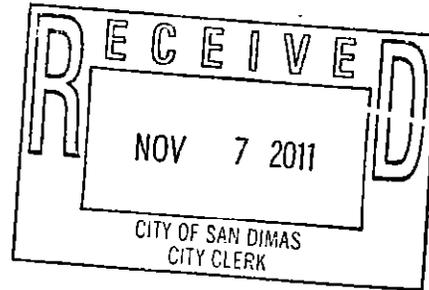
**RECOMMENDATION:**

1. Install new larger “No Stopping Any Time” signage behind the curbside of Puente Street (versus existing being in back of sidewalk).
2. TE Siecke to review spacing requirements to ensure code compliance.
3. Continue item to November agenda for follow up.
4. Deputy Alaniz to revise patrol request to evenings, weekends and holidays. Findings to be reported at the November TSC meeting.
5. Staff to summarize patrol report sheets for TSC review in November.

VIA VERDE HEATHERGLEN  
HOMEOWNERS ASSOCIATION

November 4, 2011

City of San Dimas  
Curtis W. Morris, Mayor  
245 E. Bonita Avenue  
San Dimas, CA 91773



**RE: Red curbs and tree removals**

Dear Sir:

I am writing to you on behalf of the Board of Directors for the Via Verde Heatherglen Homeowner's Association regarding two matters of public safety concerns the Board would like addressed. The first is in regards to a decision made at the Traffic Safety Committee Meeting held on May 18, 2011 and the second tree removals at the complex.

First of all, at the May Traffic Safety Committee meeting the Board of Directors for the Via Verde Heatherglen HOA had requested the committee to consider painting red curbs in front of 1027, 1021, and 1025 Puente Street. Unfortunately, the request was denied and subsequently, association's appeal to this decision was denied as well. Although the Traffic Safety Committee heard from the Board and several homeowners' in regards to their reasoning behind the request the Committee choose to stand by their original decision and deny painting of the red curbs.

Therefore, at this time the Board of Director's for the Via Verde Heatherglen Homeowner's Association is requesting to be heard in front of the City Council and would appreciate being placed on the agenda in regards to the matter.

Secondly, the Board would like to remind you of their September 27, 2011 conversation regarding tree removals and their appreciation of your willingness to work with the Association to remove trees in the community that may pose a risk to life and property. As you may recall a tree recently fell and crushed a vehicle parked at the complex. The association is now in the process of contracting the services of an arborist to assess all trees within the community that may be a liability. Your help in obtaining approval for the tree removals will be valued.

Should you have any questions or require further information, please feel free to contact me at 909-399-3103, extension 316.

Sincerely,

A handwritten signature in cursive that reads 'Beth Taylor'.

Beth Taylor, CCAM, CMCA  
Business Agent

**Attachment B**

cc: Board of Directors

**VIA VERDE PARK PATROLLING HISTORY - REVIEWED TSC 10/19/11**

<b>PATROL DATE</b>	<b>TAG #</b>	<b>RESULTS</b>
8/18/2011	sdm11230-0103	no violations
8/18/2011	sdm11230-0127	no violations
8/18/2011	sdm11230-0128	citation
8/18/2011	sdm11230-0180	no violations
8/19/2011	sdm11231-0044	no violations
8/19/2011	sdm11231-0048	no violations
8/20/2011	sdm11232-0046	no violations
8/23/2011	sdm11235-0164	arrest/dui
8/24/2011	sdm11236-0047	no violations
8/26/2011	sdm11238-0034	no violations
8/26/2011	sdm11238-0146	no violations
8/27/2011	sdm11239-0033	no violations
8/27/2011	sdm11239-0097	citation
8/27/2011	sdm11239-0170	citation
8/28/2011	sdm11240-0058	no violations
8/30/2011	sdm11242-0011	no violations
8/30/2011	sdm11242-0059	no violations
8/31/2011	sdm11243-0042	no violations
8/31/2011	sdm11243-0194	no violations
9/1/2011	sdm11244-0052	no violations
9/3/2011	sdm11246-0046	no violations
9/12/2011	sdm11255-0041	no violations
9/12/2011	sdm11255-0032	no violations
9/17/2011	sdm11260-0106	no violations
9/18/2011	sdm11261-0033	no violations
9/20/2011	sdm11263-0062	no violations
9/20/2011	sdm11263-0108	no violations
9/23/2011	sdm11266-0058	no violations
9/24/2011	sdm11267-0063	no violations
9/25/2011	sdm11268-0071	no violations
9/26/2011	sdm11269-0039	no violations
9/27/2011	sdm11270-0070	no violations
9/29/2011	sdm11272-0091	no violations
9/29/2011	sdm11272-0223	no violations
9/30/2011	sdm11273-0049	no violations
10/1/2011	sdm11274-0041	no violations
10/4/2011	sdm11277-0043	no violations
10/5/2011	sdm11278-0040	no violations
10/6/2011	sdm11279-0067	no violations
10/9/2011	sdm11282-0056	no violations
10/10/2011	sdm11283-0045	no violations
10/11/2011	sdm11284-0042	no violations
10/11/2011	sdm11284-056	no violations
10/12/2011	sdm11285-0066	no violations
10/13/2011	sdm11286-0064	no violations
10/15/2011	sdm11288-0135	no violations
10/16/2011	sdm11289-0051	no violations

**VIA VERDE PARK PATROLLING HISTORY - REVIEWED TSC 11/16/11**

<b>PATROL DATE</b>	<b>TAG #</b>	<b>RESULTS</b>
10/18/2011	sdm11291-0003	no violations
10/18/2011	sdm11291-0090	no violations
10/21/2011	sdm11294-0104	citation
10/23/2011	sdm11296-0061	no violations
10/24/2011	sdm11297-0058	no violations
10/25/2011	sdm11298-0055	no violations
10/25/2011	sdm11298-0061	no violations
10/27/2011	sdm11300-0055	no violations
10/30/2011	sdm11303-0082	no violations
11/2/2011	sdm11306-0080	citation
11/9/2011	sdm11313-0081	no violations
11/10/2011	sdm11314-0175	no violations
11/12/2011	sdm11316-0069	no violations



MINUTES  
SAN DIMAS REDEVELOPMENT AGENCY MEETING  
TUESDAY, NOVEMBER 8, 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 Ebner  
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 to order at 7:20 p.m. the meeting of the San Dimas Redevelopment Agency.

**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 comments.

**APPROVAL OF MINUTES**

It was moved by Mr. Bertone, seconded by Mr. Templeman, to approve the minutes of the October 25, 2011 meeting. The motion carried unanimously.

**EXECUTIVE DIRECTOR**

- 1) Approval of the SDRA Annual Audited Financial Statements and State Controller's Report.

Executive Director Michaelis presented the Annual Independent Financial Audit Report and the State Controller's Report for adoption.

It was moved by Mr. Bertone, seconded by Mr. Templeman, to approve the Annual Audited Financial Statements and State Controller's Report. The motion carried unanimously.

**MEMBERS OF THE AGENCY**

There were no comments.

**ADJOURNMENT**

Chairman Morris adjourned the meeting at 7:22 p.m. The next meeting of the San Dimas Redevelopment Agency is scheduled for Tuesday, November 22, 2011.

Respectfully submitted,

---

Ina Rios, Secretary

*6.6*