



AGENDA
REGULAR CITY COUNCIL
HOUSING AUTHORITY AND SUCCESSOR AGENCY
MEETING
TUESDAY, SEPTEMBER 10, 2013, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

CITY COUNCIL:

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

1. CALL TO ORDER AND FLAG SALUTE

2. ANNOUNCEMENTS

- San Dimas 5K and 1 mile Family Fun Run and Family Fitness Fair for Saturday, September 28, 2013.

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 or audience requests removal for separate discussion.)

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

- (1) **RESOLUTION NO. 2013- 49**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTHS OF AUGUST AND SEPTEMBER 2013.

- b. Approval of minutes for regular City Council meeting of August 27, 2013.

END OF CONSENT CALENDAR

5. PUBLIC HEARING

- a. **M.C.T.A. 13-04** - Consideration of a City initiated request for Municipal Code Text Amendment Case No. 13-04 to make alterations to San Dimas Municipal Code Section 18.184 Home Occupations

ORDINANCE 1224 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING MUNICIPAL CODE TEXT AMENDMENT 13-04, AMENDING CHAPTER 18.184 OF THE SAN DIMAS MUNICIPAL ZONING CODE

6. PLANNING/DEVELOPMENT SERVICES

- a. **M.C.T.A. 10-06** - A request to delete the reverse/turn around gas station design from the Creative Growth Zone, Area 3A

ORDINANCE 1225 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING MUNICIPAL CODE TEXT AMENDMENT 10-06, DELETING THE REVERSE/TURN AROUND GAS STATION DESIGN WITHIN THE CREATIVE-GROWTH, AREA 3A ZONE - **FIRST READING AND INTRODUCTION**

- b. Request from Meiloon Management (San Dimas Station) to initiate a Municipal Code Text Amendment to modify permitted and conditional uses in CG-1 and to consider parking adjustments/revisions to accommodate some future uses. (500-700 block of W. Arrow Highway (San Dimas Station – North & South)
- c. Report on D.P.R.B. 07-66 – Noncompliance of Conditions of Approval (removal of driveway approach and unpermitted carport/arbor) 131 West Sixth Street

7. OTHER BUSINESS

- a. Consider Request from San Dimas H.E.R.O.E.S. for Special Event on September 24, 2013
- b. Consider Request from San Dimas H.E.R.E.O.S. for modification of the Veterans Monument Design

8. HOUSING AUTHORITY

- a. Acceptance of a proposal from Keyser Marston for assistance in restructuring “for sale” affordable housing requirements. Appropriate \$10,000.00 to complete this work.

9. SUCCESSOR AGENCY

- a. Verbal update report

10. 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.

11. ADJOURNMENT

The next meeting will be September 24, 2013, at 7:00 p.m.

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

SUPPLEMENTAL REPORTS: AGENDA RELATED WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE SUBJECT BODY AFTER DISTRIBUTION OF THE AGENDA PACKET SHALL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK'S OFFICE AT 245 EAST BONITA AVENUE DURING NORMAL BUSINESS HOURS. [PRIVILEGED AND CONFIDENTIAL DOCUMENTS EXEMPTED]

POSTING STATEMENT: ON SEPTEMBER 6, 2013, 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); THE VONS SHOPPING CENTER (PUENTE/VIA VERDE) AND THE CITY'S WEBSITE AT WWW.CITYOFSANDIMAS.COM/MINUTES.CFM.

RESOLUTION NO 2013-49

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SAN DIMAS, CALIFORNIA, APPROVING
CERTAIN DEMANDS FOR THE MONTHS OF AUGUST
AND SEPTEMBER 2013**

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas
does hereby approve Prepaid Warrant: 08/31/13; (23800 to 23873)
(VOID #'s 23565,144109,144611, 144814) in the amount of \$1,585,244.20 and Warrant
Register: 09/16/13; (145071-145180) in the amount of \$194,009.55

PASSED, APPROVED AND ADOPTED THIS 10th DAY OF SEPTEMBER 2013.

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

ATTEST:

Debra Black, Deputy 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 September 10th, 2013 by the following
vote:

AYES: Councilmembers Badar, Bertone, Ebner, Templeman, Morris
NOES: None
ABSTAIN: None
ABSENT: Badar

Debra Black, Deputy City Clerk

WARRANT DATE VENDOR BANK OF AMERICA

Disbursement Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
23565	08/31/13	L.A. COUNTY CLERK	NEVER USED-VOID	22.20CR				N M 001.4309.020.001
23800	08/31/13	INTERACT EVENT PRODU	INFLATABLES-8/3 EVE 2,372.40			8/3/13		N M 001.4420.033.000
23801	08/31/13	PARTY PONIES & FRIEN	PONY RIDES/PETTY ZOO 700.00			8/3/13		M M 001.4420.033.000
23802	08/31/13	ACCELA, INC.	REGISTER-ACCELLIA ENGA 699.00					N M 001.4311.021.000
23803	08/31/13	GOLDEN STATE WATER	3759330000000	517.11				N M 001.4410.023.922
23803	08/31/13	GOLDEN STATE WATER	4267620000000	32.68				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	3719330000000	134.24				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	4719330000000	134.24				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	5229330000000	157.13				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	7719330000000	291.66				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	9910400000000	690.09				N M 001.4414.022.004
23803	08/31/13	GOLDEN STATE WATER	2271572000000	174.38				N M 001.4414.022.004
23803	08/31/13	GOLDEN STATE WATER	1709204000000	68.74				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	8849330000000	303.39				N M 001.4414.022.004
23803	08/31/13	GOLDEN STATE WATER	0928812000000	357.20				N M 001.4414.022.004
23803	08/31/13	GOLDEN STATE WATER	4438300000000	72.87				N M 001.4415.022.004
23803	08/31/13	GOLDEN STATE WATER	4438300000000	18.43				N M 001.4410.022.004
23803	08/31/13	GOLDEN STATE WATER	5949330000000	76.44				N M 053.4410.022.004
23804	08/31/13	VERIZON CALIFORNIA		19,434.07				
23804	08/31/13	VERIZON CALIFORNIA		21.12				N M 001.4210.022.000
23804	08/31/13	VERIZON CALIFORNIA		46.52				N M 001.4410.022.003
23804	08/31/13	VERIZON CALIFORNIA		51.26				N M 001.4410.022.003
23804	08/31/13	VERIZON CALIFORNIA		118.90				
23805	08/31/13	VERIZON WIRELESS	571058979 JULY 2013	91.21				N M 001.4190.022.003
23806	08/31/13	SAN DIMAS PAYROLL/CI	P/E 8/03/13	144,244.58				N M 001.110.004
23807	08/31/13	WAGE WORKS INC	UNREIMB MED PE 8/3/13	662.53				N M 001.210.004
23807	08/31/13	WAGE WORKS INC	DEPENDT CARE PE 8/3/1	41.67				N M 001.210.004
23807	08/31/13	WAGE WORKS INC		704.20				
23808	08/31/13	CA-STATE DISBURSEMEN	EMP DED P/E 8/3/13	567.69				N M 001.210.004
23809	08/31/13	EMPLOYMENT DEVELOPME	SIT P/E 8/3/13	7,987.89				N M 001.210.004
23810	08/31/13	LINCOLN NATIONAL LIF	EMP DED P/E 8/3/13	571.88				N M 001.212.001
23810	08/31/13	LINCOLN NATIONAL LIF	CITY PORTION PE 8/3/1	499.24				N M 001.212.001
23810	08/31/13	LINCOLN NATIONAL LIF		1,071.12				
23811	08/31/13	U.S. BANK	EMP DED P/E 8/3/13	301.00				N M 001.210.014
23811	08/31/13	U.S. BANK	CITY PORTION PE 8/3/2	482.49				N M 001.212.014
23811	08/31/13	U.S. BANK		783.49				

*CHECK TOTAL

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WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
23812	08/31/13	NATIONWIDE RETIREMNT	EMP DED P/E 8/3/13 CITY PORTION DE 8/3	7,855.81 6,722.38 14,578.19				N M 001.210.004
*CHECK TOTAL								
23814	08/31/13	VANTAGEPOINT TRANSFE	EMP DED P/E 8/3/13	865.25				N M 001.210.004
23815	08/31/13	SAN DIMAS EMPLOYEES	EMP DUES AUGUST 2013	343.00				N M 001.210.004
23816	08/31/13	GALVEZ/VICTORIA	INSTR. ZUMBA	391.00				M M 001.4420.020.000
23817	08/31/13	LOS ANGELES ZOO	8/7 FAMILY ESCURSTIO 1,	179.00				N M 001.4420.034.002
23818	08/31/13	BEEKEEPER/THE	BEE REMOVAL	125.00		100809-REISSUE		M M 001.4341.020.000
23819	08/31/13	RODRIGUEZ/ERICA	PRIZES FOR CHUCKWAGON	19.77				N M 001.210.001
23819	08/31/13	RODRIGUEZ/ERICA	CAMP OUT SUPPLIES	6.99				N M 001.4420.013.003
23819	08/31/13	RODRIGUEZ/ERICA	REFRESHMENTS-DANCE	15.00				N M 001.4420.034.003
23819	08/31/13	RODRIGUEZ/ERICA	AMTRAK TICKET FEE	10.90				N M 001.4420.034.003
23819	08/31/13	RODRIGUEZ/ERICA	CAMP OUT SUPPLIES	31.27				N M 001.4420.013.003
23819	08/31/13	RODRIGUEZ/ERICA	SR BOULDER	75.00				N M 072.4125.434.000
23820	08/31/13	CHIOVARE/CARI	BUS DRIVER TIPS JULY	165.58				N M 072.4125.434.000
*CHECK TOTAL								
23821	08/31/13	RICOH USA, INC	COMPUTER LOAN	475.48				N M 001.117.199
23821	08/31/13	RICOH USA, INC	RICOH COPIER	5,878.56		1041171487		N M 070.4314.041.003
23821	08/31/13	RICOH USA, INC	RICOH COPIER	5,878.56		1041171508		N M 070.4314.041.003
23821	08/31/13	RICOH USA, INC	RICOH COPIER	17,635.68		1041171509		N M 070.4314.041.003
*CHECK TOTAL								
23822	08/31/13	CHARTER OAK MOBILE H	ADD'L RENT DUE JUL/AUG	44.00		L.FRIEND SP#49		N M 034.341.034
23823	08/31/13	TAGAPAO/CLARENCE	AEROBICS INSTR-JUNE	100.00		REPLACEMENT CK		M M 001.4430.020.000
23824	08/31/13	WYNMAN/PAUL	REIMB-UNIFORM PURCHASE	73.83				N M 001.4210.428.000
23825	08/31/13	MACKENZIE/CHRIS	REIMB-VOLUNTEER SUPPL	211.05				N M 001.4210.428.000
23826	08/31/13	KERBER/JONATHAN	REIMB-SUPER TRUCK GAS	50.00				N M 001.4210.428.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
23827	08/31/13	KANE & ASSOCIATES IN	10650 TRAINING 9/10-13-D.	1,500.00				N M 001.4150.434.000
23828	08/31/13	MACKENZIE/CHRIS	10102 VOLUNTEER SUPPLIES	200.00				N M 001.4210.428.000
23829	08/31/13	WALKER/SCOTT	.00002 COMPUTER LOAN	3,000.00				N M 001.117.199
23830	08/31/13	U-S: BANK TRUST N.A.	10336 PRINCIPAL DUE #95	500.00				N M 038.4120.099.000
23830	08/31/13	U-S: BANK TRUST N.A.	10336 INTEREST DUE #94	53.625				N M 038.4120.099.000
23830	08/31/13	U.S. BANK TRUST N.A.	10336 PRINCIPAL DUE #94	55.000				N M 038.4120.099.000
23830	08/31/13	U.S. BANK TRUST N.A.	10336 INTEREST DUE #94	8.435				N M 038.4120.099.000
				617,060.10				
*CHECK TOTAL								
23831	08/31/13	SAN GABRIEL VALLEY W	10853 8/15 MEETING-K.DURAN	25.00				N M 001.4150.016.000
23832	08/31/13	RICOH USA, INC	10812 RICOH MPC6501 COPI	25,094.85		1041198178		N M 070.4314.041.003
23833	08/31/13	GARWICK/SHARI	11857 COMPUTER LOAN	859.11				N M 001.117.199
23834	08/31/13	LOPEZ/PETER	10881 COMPUTER LOAN	792.68				N M 001.117.199
23835	08/31/13	ZAMORANO/STEVE	10850 COMPUTER LOAN	1,200.40				N M 001.117.199
23836	08/31/13	SAN DIMAS PAYROLL/CI	16050 P/3 8/17/13	141,658.54				N M 001.110.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 CANCER INS PREM AUG 1	720.70				N M 001.210.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 SPECIAL EVENT INS AUG	151.32				N M 001.210.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 ACCIDENT INS AUG 13	275.20				N M 001.210.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 HOSPITAL INS AUG 13	633.54				N M 001.210.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 VISION INS PREM AUG 13	84.00				N M 001.210.004
23837	08/31/13	AFLAC BENEFIT SERVIC	11077 OPTIONAL BENEFIT AUG 13	0.01				N M 001.210.004
				1,864.75				
*CHECK TOTAL								
23838	08/31/13	WAGE WORKS INC	10677 UNREIMB MED P/E 8/17	662.53				N M 001.210.004
23838	08/31/13	WAGE WORKS INC	10677 DEPEND'T CARE PE 8/17	41.67				N M 001.210.004
				704.20				
*CHECK TOTAL								
23839	08/31/13	CA-STATE DISBURSEMEN	11611 EMP DED P/E 8/17/13	567.69				N M 001.210.004
23840	08/31/13	EMPLOYMENT DEVELOPME	12343 SIT P/E 8/17/13	7,971.79				N M 001.210.004
23841	08/31/13	GUARDIAN - APPLETON	12986 EMP DED AUG FOR SEPT	391.76				N M 001.210.004
23841	08/31/13	GUARDIAN - APPLETON	12986 CITY BORT. AUG FOR	7,180.66				N M 001.2190.200.018
				9,180.66				
*CHECK TOTAL								
23842	08/31/13	INLAND EMPIRE UNITED	17060 EMP DED AUG 2013	370.00				N M 001.210.004
23843	08/31/13	LINCOLN NATIONAL LIF	14286 EMP DED P/E 8/17/13	596.88				N M 001.210.004
23843	08/31/13	LINCOLN NATIONAL LIF	14286 CITY BORTION PE 8/17/	399.24				N M 001.212.001
				996.12				
*CHECK TOTAL								

WARRANT DATE VENDOR
BANK OF AMERICA

Disbursement Journal
DESCRIPTION AMOUNT CLAIM INVOICE

PO# F 9 S ACCOUNT

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
23844	08/31/13	U.S. BANK	EMP DED PORTION P/E 8/17/13	2,061.72				N	001.210.014
23844	08/31/13	U.S. BANK	CITY PORTION P/E 8/17/13	2,432.29				N	001.212.014
23845	08/31/13	NATIONWIDE RETIREMENT	EMP DED P/E 8/17/13	7,955.81				N	001.210.004
23845	08/31/13	NATIONWIDE RETIREMENT	CITY PORTION P/E 8/17/13	6,722.38				N	001.212.001
23846	08/31/13	CALIF PERS RETIREMENT	EMP DED AUG FOR SEP 4, 2013	44.44				N	001.210.004
23846	08/31/13	CALIF PERS RETIREMENT	CITY PORTION AUG FOR SEP 4, 2013	261.34				N	001.212.001
23846	08/31/13	CALIF PERS RETIREMENT	EMP DED AUG FOR SEP 5, 2013	99.99				N	001.210.004
23846	08/31/13	CALIF PERS RETIREMENT	CITY PORTION AUG FOR SEP 5, 2013	610.80				N	001.212.001
23847	08/31/13	PERS RETIREMENT	EMP 3.00% P/E 8/17/13	334.21				N	001.212.001
23847	08/31/13	PERS RETIREMENT	CITY PORTION P/E 8/17/13	112.33				N	001.210.004
23847	08/31/13	PERS RETIREMENT	EMP 4.14% P/E 8/17/13	564.47				N	001.212.001
23847	08/31/13	PERS RETIREMENT	CITY PORTION P/E 8/17/13	65.10				N	001.210.004
23847	08/31/13	PERS RETIREMENT	EMP 1.17% P/E 8/17/13	48.87				N	001.210.004
23847	08/31/13	PERS RETIREMENT	CITY PORTION P/E 8/17/13	0.01				N	001.210.004
23847	08/31/13	PERS RETIREMENT	EMP 6.25% P/E 8/17/13	258.01				N	001.210.004
23847	08/31/13	PERS RETIREMENT	CITY PORTION P/E 8/17/13	1.86				N	001.212.001
23847	08/31/13	PERS RETIREMENT	EMP 1.17% P/E 8/17/13	0.01				N	001.210.004
23847	08/31/13	PERS RETIREMENT	CITY PORTION P/E 8/17/13	0.01				N	001.210.004
23848	08/31/13	VANTAGEPOINT TRANSFER	EMP DED P/E 6/17/13	865.25				N	001.210.004
23849	08/31/13	WAGE WORKS INC	ADM FEES AUG 2013	60.00				N	001.210.004
23849	08/31/13	WAGE WORKS INC	ADM FEE/OPTIOAL AUG 13	65.00				N	001.4190.200.002
23850	08/31/13	RODRIGUEZ/ERICA	LUAV ITEMS 8/12/13	25.07				N	001.4420.013.003
23850	08/31/13	RODRIGUEZ/ERICA	REFRESHMENTS 8/8/13	30.20				N	001.4420.013.003
23850	08/31/13	RODRIGUEZ/ERICA	BUS DRIVER TIP 8/7, 8/1	75.00				N	001.4420.013.003
23850	08/31/13	RODRIGUEZ/ERICA	CITY BBO SUPPLIES	29.43				N	001.4420.013.003
23850	08/31/13	RODRIGUEZ/ERICA	SENIOR BOUTIQUE	5.40				N	001.4420.013.009
23851	08/31/13	PARTIES UNLIMITED	LUAV DINNER 8/23/13	810.96				M	001.4420.013.003
23852	08/31/13	CHEVES/ISRAEL	DEP RFND 155 PUDDINGS	660.00				N	001.210.001
23853	08/31/13	PACIFIC BATTLESHIP C	USS TOWA TOUR 8/28	709.00				N	001.4420.034.002
23854	08/31/13	22ND ST. LANDING RES	22ND ST RESTAURANT 8/	640.00				N	001.4420.034.002
23855	08/31/13	VISION SERVICE PLAN	VISION EMP AUG FOR SEP	22.84				N	001.210.004
23855	08/31/13	VISION SERVICE PLAN	VISION CITY AUG FOR SEP	71.84				N	001.212.001
23855	08/31/13	VISION SERVICE PLAN	EMP PYMT AUG FOR SEPT	63.26				N	001.4190.200.002
23855	08/31/13	VISION SERVICE PLAN		797.94				N	001.4190.200.002

*CHECK TOTAL

Disbursement Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	ACCOUNT
BANK OF AMERICA										
23856	08/31/13	SAN DIMAS	GROVE STAT	10596				N	M	034.4802.865.506
23856	08/31/13	SAN DIMAS	GROVE STAT	10596				N	M	034.4802.865.506
23856	08/31/13	SAN DIMAS	GROVE STAT	10596				N	M	034.4802.865.506
23857	08/31/13	SOUTHERN CALIF EDISO	2-02-365-5038	16314				N	M	072.4125.453.002
23857	08/31/13	SOUTHERN CALIF EDISO	2-21-938-6174	16314				N	M	072.4345.022.001
23858	08/31/13	DELTA DENTAL INSURAN	DELTA INS AUG FOR SEP	15140				N	M	001.212.001
23859	08/31/13	DELTA DENTAL OF CALI	EMP DED AUG FOR SEPT	11973				N	M	001.210.004
23859	08/31/13	DELTA DENTAL OF CALI	CITY PORT AUG FOR SEPT	11973				N	M	001.212.001
23859	08/31/13	DELTA DENTAL OF CALI	EMP PYMT AUG FOR SEPT	11973				N	M	001.4150.200.002
23860	08/31/13	LAPRD	REGISTR- 10/23-25/13	10855				N	M	001.4420.021.000
23861	08/31/13	AMERIPRIDE UNIFORM S	UNIFORMS	10505				N	M	001.4311.029.000
23862	08/31/13	CASTRO/IVAN	REFUND PERMITS ON LINE	.00004				N	M	001.322.004
23863	08/31/13	COBURN/GWEN	JULY-AEROBICS INSTR.	11675				M	M	001.4430.020.000
23864	08/31/13	VERIZON WIRELESS	#571058979 7/14-8/13/1	17167				N	M	001.4190.022.003
23865	08/31/13	COSTCO WHOLESALE	DEVEL. AGREEMENT	12430				N	M	038.4120.565.509
23866	08/31/13	SAN DIMAS PAYROLL/CI	P/E 8/31/13	16050				N	M	001.110.004
23867	08/31/13	CA-STATE DISBURSEMEN	EMP DED P/E 8/31/13	11611				N	M	001.210.004
23868	08/31/13	EMPLOYMENT DEVELOPEM	SIT P/E 8/31/13	12343				N	M	001.210.004
23869	08/31/13	LINCOLN NATIONAL LTF	EMP DED P/E 8/31/13	14286				N	M	001.210.004
23870	08/31/13	NATIONWIDE RETIREMENT	EMP DED P/E 8/31/13	14735				N	M	001.210.004
23871	08/31/13	PERS	EMP 3.00% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 4.00% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	PAYBACK P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	EMP 6.25% P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	CITY PORT P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	DRIVAVOR P/E 8/31/13	15639				N	M	001.210.004
23871	08/31/13	PERS	OPTIONAL P/E 8/31/13	15639				N	M	001

Disbursement Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	ACCOUNT
BANK OF AMERICA										
23872	08/31/13	U.S. BANK	EMP DED P/E 3831/13	771.36				N	M	001.210.014
23872	08/31/13	U.S. BANK	CITY PORT P/E 8/31/13	161.73				N	M	001.212.014
				933.09						*CHECK TOTAL
23873	08/31/13	VANTAGEPOINT TRANSFE	17090 EMP DED P/E 8/31/13	865.25				N	M	001.210.004
144109	08/31/13	BEEKEEPER/THE	12514 LOST CHECK-VOID	125.00CR				M	M	001.4341.020.000
144611	08/31/13	TAGARAO/CLARENCE	12081 LOST CHECK VOID	100.00CR				M	M	001.4430.020.000
144814	08/31/13	COBURN/GWEN	11675 CHECK DAMAGED-VOID	50.00CR				M	M	001.4430.020.000
BANK OF AMERICA										TOTAL
										1,585,244.20

ACS FINANCIAL SYSTEM
09/04/2013 07:21:20
WARRANT DATE VENDOR
REPORT TOTALS:

RECORDS PRINTED - 000163

DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
	1,585,244.20				

Disbursement Journal
CITY OF SAN DIMAS
GL540R-V07.23 PAGE 7

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL FUND	685,745.32
007	CANAL FUND	56.57
008	TANDEM HARBOR TAX	17,572.14
038	PORTLAND HARBOR TAX	984.10
039	PORTLAND HARBOR TAX	837,060.10
073	PORTLAND HARBOR TAX	42,394.87
072	PORTLAND HARBOR TAX	700.53
	TOTAL ALL FUNDS	1,585,244.20

BANK RECAP:

BANK NAME	DISBURSEMENTS
CHEK BANK OF AMERICA	1,585,244.20
TOTAL ALL BANKS	1,585,244.20

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	ACCOUNT
BANK OF AMERICA										
145071	09/16/13	ACT NOW! SIGNS	5K RUN BANNER UPDATES	166.77		16981		N	D	001.4420.034.010
145072	09/16/13	ALBERTSON'S	BUNKO PRIZES 8/29/13	144.80		8/29/13		N	D	001.4420.013.003
145072	09/16/13	ALBERTSON'S	SUPPLIES SENIOR EVENT	155.29		8/8/13		N	D	001.4420.013.003
						*CHECK TOTAL				
145073	09/16/13	AMERICAN TRAFFIC PRO	RED FAST DRY PAINT	553.56		13-8310		N	D	001.4345.033.000
145074	09/16/13	AMERINATIONAL COMM.	DEFERRED W/MONITORING	27.95		13-01667		N	D	001.214.020
						*CHECK TOTAL				
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006277025		N	D	001.4311.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		1400631541		N	D	001.4311.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361109		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361110		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361111		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361112		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361113		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006361114		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006406229		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440631		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440632		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440633		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440634		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440635		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440636		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440637		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440638		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440639		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440640		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440641		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440642		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440643		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440644		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440645		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440646		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440647		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440648		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440649		N	D	001.4415.029.000
145075	09/16/13	AMERITPRIDE	UNIFORMS	10.50		14006440650		N	D	001.4415.029.000
145076	09/16/13	ARAMARK REFRESHMENT	COFFEE SUPPLY	528.10		1190359		N	D	001.4190.033.000
145077	09/16/13	AWARDS BY CHAMPION	NAME PLATES	69.76		24272		M	D	001.4150.408.000
145078	09/16/13	BEE REMOVERS	REMOVE HONEYBEES	98.50		590794		N	D	008.4415.020.006
145079	09/16/13	BONITA COUNTRY CAR W	CAR WASH	189.95		13310		N	D	001.4342.020.001
145080	09/16/13	BONITA UNIFIED SCH D	SUMMER FEEDING PROGRA	278.75		1134		N	D	001.4420.110.000
145080	09/16/13	BONITA UNIFIED SCH D	SUMMER FEEDING PROGRA	220.50		1135		N	D	001.4420.110.000
145081	09/16/13	BRANDON'S CABINET	BALANCE CABINET REF	4,455.00		827123		M	D	020.210.001
145082	09/16/13	BROWN/LOROUS C	AUG/AEROBIC INSTRUC	100.00		*CHECK TOTAL		M	D	001.4430.020.000
145082	09/16/13	BROWN/LOROUS C	INSTR. DEEP WATER A	1,413.75		*CHECK TOTAL		M	D	001.4430.020.000
145083	09/16/13	COAST FITNESS REPAIR	SERVICE FITNESS EQUIP	206.32		55097		N	D	001.4430.015.000
145084	09/16/13	COBURN/GWEN	AUG/AEROBIC INSTRUC	250.00				M	D	001.4430.020.000
145085	09/16/13	COLLEY AUTO CARS INC	PATS KEY-UNIT #52	130.76		156124		N	D	001.4342.011.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
145086	09/16/13	COMMUNITY ACTION-EAP	11688 SEPT EMPLOYEE ASSIST	350.00				N D	001.4150.435.000
145087	09/16/13	COMMUNITY SENIOR SER	10620 GET ABOUT 64553-64552	600.00		GA TTX 7/13		N D	072.214.172
145088	09/16/13	COSTCO WHOLESALE	12205 SAFETY LUNCH 9/4/13	280.51		GA TTX 7/13		N D	072.2125.442.000
145089	09/16/13	CRANOR/WILMA	.00007 REFUND PALA CASINO	6.50		8/30/13		N D	001.4150.424.000
145090	09/16/13	CROP PRODUCTION SERV	12300 MAUGET ABACIDE	1,087.86		264198		N D	008.4415.020.006
145091	09/16/13	E.L. ENGINEERING COR	10836 NEW VALVE SWIMMING PO	485.00		2013158		N D	001.4430.015.000
145092	09/16/13	ED'S AUTO PARTS	12188 BATTERY-UNIT#7	134.02		97861		M D	001.4342.011.000
145093	09/16/13	ELLIS/NICOLE	.00010 AUG MILEAGE REIMBURSEM	18.65				N D	001.4309.012.000
145094	09/16/13	EMMANUEL BAPTIST CHU	.00004 REFUND/RENTAL DEPOSIT	300.00				N D	001.341.002
145095	09/16/13	EMMING TRIGATTION PRO	12340 TRIGATTION SUPPLIES	261.86		6889470		N D	008.4415.033.000
145096	09/16/13	EMMING TRIGATTION PRO	12340 TRIGATTION SUPPLIES	524.25		6889471		N D	008.4414.033.000
145097	09/16/13	EMMING TRIGATTION PRO	12340 TRIGATTION SUPPLIES	92.12		6889472		N D	008.4414.033.000
145098	09/16/13	EMMING TRIGATTION PRO	12340 TRIGATTION SUPPLIES	937.10		6889473		N D	001.4415.033.000
145099	09/16/13	F & H TIRE CO	10701 TUBE-KABOTA	15.76				N D	001.4342.011.000
145099	09/16/13	FALLAS/DOUGLAS	.00001 REFUND CITE#231	100.00		IN00080368		N D	001.332.015
145098	09/16/13	FAZEKAS & ASSOC., IN	10641 JULY PLAN CK SERVICE	327.50		16885		N D	001.4311.020.001
145098	09/16/13	FAZEKAS & ASSOC., IN	10641 JULY PLAN CK SERVICE	517.50		16889		N D	001.4311.020.001
145099	09/16/13	FILLMORE & WESTERN R	10854 DEPOSIT BUS 2 11/2/13	820.00		*CHECK TOTAL		N D	001.4420.034.002
145100	09/16/13	FORTELL TRAFFIC INC	11807 PARTS FOR SPEED STG 2,	914.70		7397		N D	007.4345.020.007
145101	09/16/13	FREY/KEVIN	12027 REIMB/GIFT CARD	25.00				N D	001.4150.431.000
145102	09/16/13	GARVEY EQUIPMENT COM	10109 WATT HONDA GENERATO 2,	146.21		64967		N D	001.4341.033.000
145103	09/16/13	GAS COMPANY/THE	16323 163 717 4800 1	730.91				N D	001.4430.022.002
145104	09/16/13	GOLDEN STRAITE WATER C	16324 86704400000	471.01				N D	075.4443.022.004
145104	09/16/13	GOLDEN STRAITE WATER C	16324 78904000000	159.20				N D	008.4414.022.004
145104	09/16/13	GOLDEN STRAITE WATER C	16324 39770400000	123.12				N D	008.4414.022.004
145104	09/16/13	GOLDEN STRAITE WATER C	16324 39770400000	403.53				N D	075.4443.022.004
145104	09/16/13	GOLDEN STRAITE WATER C	16324 12698300000	251.23				N D	075.4443.022.004
145104	09/16/13	GOLDEN STRAITE WATER C	16324 99104000000	251.28				N D	008.4414.022.004

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
145104	09/16/13	GOLDEN STATE WATER C	16324 5711420000	4,017.94	*CHECK TOTAL			N D 001.4415.022.004
145105	09/16/13	GOMEZ/MARIA	.00005 REFUND/RENTAL DEPOSIT	500.00				N D 001.341.002
145106	09/16/13	GOVPARTNER	12092 AUG-REQUEST PARTNER	500.00				N D 001.4190.020.001
145107	09/16/13	HERNANDEZ/ANTHONY	12116 UMPIRE FORFEIT FEE 8/2	20.00				M D 001.367.003
145108	09/16/13	HINDERLITER DE LLAMA	13146 SALES QTR 1	1,185.03				N D 001.4190.020.007
145109	09/16/13	HIRSCH PIPE & SUPPLY	10690 TUBING CUTTER, PASTE	122.22				N D 001.4414.033.000
145110	09/16/13	HORTZ/MARY	.00008 REFUND FLAG FOOTBALL	160.00				N D 001.367.001
145111	09/16/13	INLAND EMPIRE INLAND EMPIRE	13575 8/7 MISSION HILLS AMTRAK STATION	680.00 1,170.00 1,850.00	*CHECK TOTAL	40910 40913 841184		N D 072.4125.434.000 N D 001.4190.030.000
145112	09/16/13	INLAND OFFICE PRODUC	10441 OFFICE SUPPLIES	146.35 463.12 603.47	*CHECK TOTAL	840839 841184		N D 001.4190.030.000
145113	09/16/13	INTERNATIONAL CODE C	10605 BUILDING CODE BOOKS	30.54		0310586		N D 001.4311.016.000
145114	09/16/13	INTERSTATE BATTERY S	13525 BATTERIES	95.84		1905401003018		N D 001.4342.033.000
145115	09/16/13	JOHNNY ALLEN TENNIS	11772 TENNIS 8/19-9/11/13	677.28				M D 001.4420.020.000
145116	09/16/13	KELSOE & ASSOCIATES	13848 ALLEY K-SURVEYING S 2	220.00		9016		N D 012.210.003
145117	09/16/13	L.A. CO. DEPT OF PUB	14297 JUNE-FTHILL BLVD S.D 4	427.70		13082001014		N D 012.210.001
145118	09/16/13	L.A. COUNTY ASSESSOR	14300 JULY-MAPS E-MAIL	24.00		14ASRH023		N D 001.4309.016.000
145119	09/16/13	L.A. COUNTY SHERIFF	14307 JULY-BURGILARY SUPPRE 5	480.87 118.32 5,599.19	*CHECK TOTAL	140363MH 140432WM		N D 041.4210.020.005 N D 001.4210.412.000
145120	09/16/13	LA VERNIE POWER EQUIP	11666 CLUTCH BEARING NEEDLE	132.00 170.73 11.44 214.17	*CHECK TOTAL	32753 32754 32755		M D 001.4414.015.000 M D 001.4414.015.000
145121	09/16/13	LIRA/JESS	.00009 UMFIRE FORFEIT FEE	20.00				N D 001.367.003
145122	09/16/13	LOPEZ/ARMIDA	.00006 REFUND/DEPOSIT RENTAL	500.00				N D 001.341.002
145123	09/16/13	LOWE'S HOME IMPROVEM	10479 TWIN BLADE KNIFE	10.83 16.52		02909 10642		N D 001.4341.033.000 N D 001.4410.033.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		10845		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		22237		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		60230		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		60230		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		60463		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		60591		N D 001.4410.033.000
145123	09/16/13	LOWE'S	HOME IMPROVEM	10479		60656		N D 001.4410.033.000
				423.07	*CHECK TOTAL			
145124	09/16/13	MADRIGAL/GIORIA	AUG MILEAGE G. MADRIGA	10.74				N D 001.4150.012.000
145125	09/16/13	MARSAN TURF & IRRIGA	IRRIGATION SUPPLIES	76.77		381509		N D 001.4414.033.000
145125	09/16/13	MARSAN TURF & IRRIGA	IRRIGATION SUPPLIES	278.77		381515		N D 001.4414.033.000
145125	09/16/13	MARSAN TURF & IRRIGA	IRRIGATION SUPPLIES	657.35		381575		N D 001.4414.033.000
145125	09/16/13	MARSAN TURF & IRRIGA	IRRIGATION SUPPLIES	31.28		381574		N D 001.4414.033.000
				44.55	*CHECK TOTAL			
145126	09/16/13	MATULIONIS/KATHLEEN	AUG/AEROBIC INSTRUCTO	912.50				M D 001.4430.020.000
145127	09/16/13	MC LAY SERVICES INC	JULY & AUG PREV MAIN	699.00		41660		N D 003.4410.015.000
145128	09/16/13	MICHAELIS/BLAINE	MTG ROOM REFRESHMENTS	22.45				N D 001.4110.021.000
145129	09/16/13	MULCAHY/SANDRA J	AUG/AEROBICS INSTRUCT	300.00				M D 001.4430.020.000
145130	09/16/13	MURPHY/BONNIE J.	AUG/AEROBIC INSTRUCTO	575.00				M D 001.4430.020.000
145131	09/16/13	MYFLETCENTER.COM	OIL FILTERS-UNIT #28	132.78		791651		N D 001.4342.020.001
145132	09/16/13	NARAYANAN/REKHA	TINY TOTS 8/19-10/11/	979.20				M D 001.4420.020.000
145133	09/16/13	PACIFIC NATIONAL SEC	SECURITY GUARD SERVICE	63.00		200000698		N D 110.213.148
145134	09/16/13	PACIFICWEST ENERGY S	ASSESSMENT SERVICE	31,500.00		1305		N D 012.4412.041.001
145135	09/16/13	PAVECO CONSTRUCTION	PAVEMENT REPAIRS	3,608.10		SD 13-018	R#1	N D 001.4341.020.005
145135	09/16/13	PAVECO CONSTRUCTION	PAVEMENT REPAIRS	1,170.64		SD 13-019		N D 001.4341.020.005
145135	09/16/13	PAVECO CONSTRUCTION	PAVEMENT REPAIRS	938.53		SD 13-020		N D 002.4341.020.005
145135	09/16/13	PAVECO CONSTRUCTION	PAVEMENT REPAIRS	2,186.77		SD 13-021		N D 001.4341.020.005
				11,684.77	*CHECK TOTAL			
145136	09/16/13	PERS PUBLIC AGENCY C	PERS PAC MEMB RENEWAL	500.00		4821		N D 001.4150.016.000
145137	09/16/13	PHENIX ENTERPRISES I	KIT, PLATE GAS SPRING	289.11		5559		N D 001.4342.011.000
145138	09/16/13	PHOENIX GROUP INFORM	JULY ADMIN CITATIONS	17.84		720131188		N D 001.4309.020.000
145139	09/16/13	PTINNEY BOWES INC	10/1-12/31 RENTAL CHA	258.34		403275		N D 001.4190.019.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
145154	09/16/13	SANDIFOR/ANTOINO	REFUND CITE#35705	60.00				N D 001.332.001
145155	09/16/13	SCHERER ELECTRIC/MAR	RELOCATE OUTLET BOX	255.00		7210		M D 001.4342.041.011
145156	09/16/13	SCHWEITZER/DORA	TINY TOTS 8/19-10/1	1,384.00				M D 001.4420.020.000
145157	09/16/13	SCMAP	SWIM MEET FINALS 8/17	330.00		1546		N D 001.4430.034.000
145158	09/16/13	SCOTT/ANNA V	AUG/AEROBICS INSTRUCT	187.50				M D 001.4430.020.000
145159	09/16/13	SECRETARY OF STATE	FILING FEE SD PUBLIC F	20.00				N D 001.4190.020.000
145160	09/16/13	SIECKE/WARREN C	JULY TRAFFIC ENGINEER	332.50		6185		M D 001.4345.020.001
145161	09/16/13	SKATE EXPRESS	SKATING EXCURSION 8/1	692.25		11512		N D 001.4420.034.002
145162	09/16/13	SMART & FINAL	SU SNACK BAR SR EVENT	88.27		101062		N D 001.4420.013.003
145163	09/16/13	MARKS & FINAL	PERFORMANCES SUPPLIES	246.60		102131		N D 001.4420.034.002
145164	09/16/13	MARKS & FINAL	EXCURSION SUPPLIES	217.65		189759		N D 001.4420.013.003
145165	09/16/13	MARKS & FINAL	EXCURSION SUPPLIES	139.35		189759		N D 001.4420.034.002
145166	09/16/13	MARKS & FINAL	CAMP OUT SUPPLIES	808.04		191254		N D 001.4420.034.003
*CHECK TOTAL								
145164	09/16/13	SPRINT	305168814 7/26-8/25	199.96				N D 001.4190.020.034
145165	09/16/13	SUPERIOR PAVEMENT MA	STREET STRIPING	6,097.92		4615		N D 001.4345.020.000
145166	09/16/13	TAGARAO/CLARENCE	AUG/AEROBICS INSTRUCT	100.00				M D 001.4430.020.000
*CHECK TOTAL								

Disbursement Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
145167	09/16/13	TARGET	SU SUPPLIES	78.28				N D 001.4420.033.000
145168	09/16/13	THORNTON/JEAN M	AUG/AEROBICS INSTRUCTO	75.00				M D 001.4430.020.000
145169	09/16/13	TOLLY INC	AUG - LANDSCAPE MAI 1,230.80			14413		N D 003.4410.023.000
145170	09/16/13	TRAINOR BOOKKEEPING	PROCESS TRANSFER FEE	45.00		21646		M D 001.4342.020.001
145171	09/16/13	TRIMBLE/JILL	AUG/AEROBIC INSTRUCTO	750.00				M D 001.4430.020.000
145172	09/16/13	TUCKER & SON INC/ J	GLOVE DRIVERS	137.34		81073		N D 001.4414.033.000
145173	09/16/13	UNITED ROTARY BRUSH	BASE G/B MATERIAL KIT	228.11		276614		N D 001.4342.011.002
145174	09/16/13	VERIZON	FIOS INTERNET 8/13-9/129.99					N D 001.4190.020.034
145174	09/16/13	VERIZON	FIOS INTERNET 259.98					N D 001.4190.020.034
145175	09/16/13	VERIZON CALIFORNIA	909-593-5405	21.12				N D 001.4210.022.000
145175	09/16/13	VERIZON CALIFORNIA	909-305-4876	50.36				N D 001.4410.022.003
145175	09/16/13	VERIZON CALIFORNIA	909-592-3928	171.57				N D 003.4410.022.003
				289.83				
						*CHECK TOTAL		
145176	09/16/13	VISTA PAINT CORPORAT	PAINT/MENS RESTROOM D	110.58				N D 001.4410.033.000
145177	09/16/13	WARNER ASSOCIATES/KA	HOUSING ELEMENT RE 23,	410.00		554		M D 001.210.001
						2013-949889		
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	300.32		5248243		N D 001.4430.033.000
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	131.67		5248338		N D 001.4430.033.000
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	439.75		5244838		N D 001.4430.033.000
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	51.80		52449006		N D 001.4430.033.000
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	178.76		52449007		N D 001.4430.033.000
145178	09/16/13	WATERLINE TECHNOLOGI	HYPOCHLORITE SOLUTION	250.26		52449477		N D 001.4430.033.000
						*CHECK TOTAL		
145179	09/16/13	WEST COAST ARBORISTS	JULY TREE MAINTENAN 8,	677.20		90015		N D 008.4415.020.008
145180	09/16/13	XEROX CORPORATION	JULY COPIER W/OUT SRVR	38.00		69408338		N D 001.4190.015.000
145180	09/16/13	XEROX CORPORATION	490 DIGITAL SYSTEM	1,193.83		69408339		N D 001.4190.015.000
145180	09/16/13	XEROX CORPORATION	WC7428 PRINTER	1,507.72		69408340		N D 001.4190.015.000
						*CHECK TOTAL		
BANK OF AMERICA								
TOTAL				194,009.55				

ACS FINANCIAL SYSTEM
09/04/2013 15:59:47
WARRANT DATE VENDOR
REPORT TOTALS:

Disbursement Journal
DESCRIPTION AMOUNT
194,009.55

CLAIM INVOICE

PO#

F 9 S ACCOUNT

CITY OF SAN DIMAS
GL540R-V07.23 PAGE 8

RECORDS PRINTED - 000211

FUND RECAP:		
FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL FUND	106,151.75
002	STATE GAS TAX	3,780.73
003	WALKER HOUSE LLC FUND	3,378.23
006	CITY WIDE LIGHTING DISTRICT	5,757.22
007	LANDSCAPE PARCEL DEVELOPMENT	18,155.70
008	INFRASTRUCTURE PARK DEVELOPMENT	4,155.98
012	COMMUNITY PARK DEVELOPMENT	5,180.87
020	CIVIC CENTER PARKING DIST	5,780.82
027	CITIZEN CENTER OPTION PUBLIC SAFE	3,720.20
041	GOLF COURSE MAINT & OPERATIO	3,673.20
053	AIR QUALITY MANAGEMENT DIST	1,151.27
071	PROP A LOCAL TRAFFIC DIST	
072	LANDSCAPE MAINTENANCE DIST	
075	TRUST AND AGENCY	
110		
TOTAL ALL FUNDS		194,009.55

BANK RECAP:		
BANK	NAME	DISBURSEMENTS
CHEK	BANK OF AMERICA	194,009.55
TOTAL ALL BANKS		194,009.55



MINUTES
REGULAR CITY COUNCIL MEETING
TUESDAY, AUGUST 27, 2013, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

CITY COUNCIL:

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

STAFF

City Manager Blaine Michaelis
Assistant City Attorney Mark Steres
Assistant City Manager of Community Development Larry Stevens
Assistant City Manager of Administrative Services Ken Duran
Recreation Services Manager Leon Raya
Senior Engineer Shari Garwick
Deputy City Clerk Debra Black
Senior Planner Marco Espinoza
Associate Planner Jennifer Williams

1. CALL TO ORDER AND FLAG SALUTE

Mayor Morris called the meeting to order at 7:01 p.m. and led the flag salute.

2. RECOGNITIONS

- Recognition of City Swim Team members who represented San Dimas at the Southern California Swimming Championships in La Mirada, California.

Leon Raya and Latoyia Ward presented resolutions to the swim team from the Swim and Racquet Club.

- Daniel Cedeno from Senator Carol Liu's office presented Judy Gregory with resolution for Small Business of the Year.

- 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

- 1) Resident Bill Gilwood requested a hearing regarding the notification he received from the Planning Department to remove the driveway and grape arbor located at 131 W. Sixth Street, San Dimas.

Mayor Morris explained that the Council would not be able to comment on the matter because it was not an agendized item.

Councilmember Ebiner asked what would be Mr. Gilwood's next step to have this addressed.

Assistant City Manager of Community Development Larry Stevens responded that staff would give Council a report on the issue and determine what procedural options there might be.

Councilmember Bertone asked if that meant that Mr. Gilwood would not be required to comply with the request at this time.

Assistant City Manager Stevens replied that staff would not take any action until a determination was made.

Councilmember Bertone asked if Council would receive a report by the next meeting.

Assistant City Manager Stevens responded yes.

- 2) Don Pollock Station Manager at KWST announced the Community Television Producers Training Classes to be offered at the station, September 9th, 16th, 23rd and 30th. Contact LVTV at (909)392-273, email lvtv@laverne.edu or kwst.edu for more details.
- 3) Amy Crow Acting Library Manager San Dimas Library gave an update on the summer reading program and announced the upcoming events planned at the library.

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.)

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

- a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:
 - (1) **RESOLUTION NO. 2012 - 48**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTH OF AUGUST, 2013.
- b. Approval of minutes for regular City Council meeting of August 13, 2013.
- c. Bridge Widening, Bikeway Improvements at Foothill Blvd over San Dimas Wash (Federal Project No. BHLS 5367 (013):
 - Approval and Authorization for Public Works Director to Negotiate the Appraised Valuation, prepared by Los Angeles County Department of Public Works and Subsequently Process Compensation Payments to the Respective Impacted Property Owners for up to a Total of \$45,000.
- d. Summary of San Gabriel Valley Council of Government recent activities

Mayor Morris asked for an update on the changes with the National Recreation Area.

Councilmember Bertone explained that Congresswoman Judy Chu will be introducing legislation to include parts of the foothills of Claremont to Pasadena, San Gabriel River to Whittier Narrows and parts of the National Forest in the National Recreation Area that would allow for the cities to participate in and receive Federal Grant Funds. He went on to say that the Wilderness Society or Coalition Group would like to include wilderness area and some of the river areas as scenic rivers but the water groups are not sure what it all will mean. If the two groups cannot agree that this plan will not have a detrimental effect

on the water supply, the COG will probably request Congresswoman Chu to leave out the scenic river portion of her bill and introduce at a later date.

END OF CONSENT CALENDAR

5. PUBLIC HEARINGS

(The following items have been advertised and/or posted. The meeting will be opened to receive public testimony.)

- a. M.C.T.A. 10-06, a request to modify the reverse/turn around gas station design
C.U.P. 12-06, continued off-site sale of beer and wine
C.U.P. 12-07, Redevelopment of a new gas station
105 E. Arrow Highway

Senior Planner Marco Espinoza gave the background on the case and went over the four applications.

Mayor Morris asked what is the relationship between C.U.P. 12-07 and the D.P.R.B. decision that is being appealed.

Senior Planner Espinoza explained that the D.P.R.B. is specific to the overall layout and design of the building; the C.U.P. will encompass hours of operation, making sure that it meets all other development standards and impose any conditions of approval.

Councilmember Bertone asked if the gas pumps were currently in the scenic easement.

Senior Planner Espinoza replied they were not.

Councilmember Bertone asked if currently there was anything in the scenic easement.

Senior Planner Espinoza replied that they do have a drive aisle in the scenic easement.

Mayor Morris shared that the drive aisle is a legal non-conforming use and the modification will require it to be conforming.

Senior Planner Espinoza went on to say that it is difficult to understand the overall side design when looking at a simple elevation of the canopy. When looking at the canopy by itself without the relation to the overall design it may look okay; but what staff tried to do in the simulation is show what it would really look like when you go to the location.

Mayor Morris clarified that what is being discussed is the canopy and the pump islands.

Senior Planner Espinoza confirmed the clarification.

Councilmember Badar stated if staff looked at reducing the easement and retaining the drive aisle it would mean changing the scenic easement from 25 ft. to 15 ft. He then asked if it was possible to move the overhang if there were a drive aisle.

Senior Planner Espinoza replied that a structural analysis had not been done on the canopy and it may have to be redesigned completely, with the intent to extend over the drive aisle.

Councilmember Badar asked how far it would move from the new building.

Senior Planner Espinoza explained that the applicant would not move forward on the redesign because they do not want to move the canopy.

Councilmember Bertone asked if the tank would also be in the scenic easement.

Senior Planner Espinoza replied that they would not have to be relocated because the gas pump canopy and the building would not interfere with the tanks.

Councilmember Bertone asked if the State would require that the tanks be checked to be sure they aren't leaking.

Senior Planner Espinoza answered its staff's understanding that they are in compliance.

Councilmember Ebner asked if the setback at the Highland Market across the street was 25ft.

Assistant City Manager of Community Development Stevens replied that it maybe 15ft. and that the 25ft. setback was created when the Grove Station modifications were done.

Councilmember Ebner asked if this was the only property along Arrow Highway with the 25ft. setback.

Assistant City Manager Stevens replied that the 25 ft. setback requirements that effect the four corners were established eight or nine years ago.

Mayor Morris asked if there were encroachments for all of these.

Assistant City Manager Stevens answered only on three of the properties.

Some conversation continued about setbacks on various properties in the city.

Mayor Morris asked what the actions taken tonight on the four items would mean.

Assistant City Manager Stevens replied that taking action on the M.C.T.A. 10-06 and C.U.P. 12-06 do not effect development on the site; however if action is taken on the beer and wine item he recommends placing a condition that relates to the site design. Assistant City Manager Stevens further explained that C.U.P. 12-07 does have an overlap with D.P.R.B. 12-19 and it would be best to consider them at the same time. Council could take action on M.C.T.A. 10-06 without regard to the other items.

Mayor Morris suggested having separate public hearings on the items approved by the Planning Commission and another on the appeal because of the design issues that include parking.

There was some discussion on the parking issues, driveways and right of access to easements for the property.

Mayor Morris asked if there were any objections to holding a public hearing on the three items considered by the Planning Commission and a separate hearing on the D.P.R.B. case. There were none.

Mayor Morris opened the public hearing.

1) Chris Klingerman representing Mr. Hari Alipuria pointed out that the language on page five of staff's report would be inappropriate at this point because staff has created a design that would

allow a reverse station to be possible. Mr. Klingerman suggested revising language to say “reverse turnaround is possible but not reasonable”.

Mayor Morris asked Assistant City Manager Stevens to comment on the language.

Assistant City Manager Stevens responded that he did not have a problem tweaking the language, but he is not sure he would use the word reasonable and there is probably another that could be used if this is adopted.

7:35 p.m. City Manager Michaelis left the dais and returned at 7:36 p.m.

Mayor Morris asked if anyone wished to speak in opposition to the M.C.T.A.

2) Fred and Richard Nassar previous owners of the gas station shared that there are some outstanding business transactions regarding the property and brought it to staff's attention in an effort to have the hearing process stopped.

Council asked Assistant City Attorney Mark Steres to respond.

Assistant City Attorney Steres responded by saying he didn't see a reason for the Council to stop the proceedings on the land use questions because of the civil dispute between the two parties. It is the City's job to review the land use request made by the applicant. He further explained that the actions taken by the City are not actions on the claims presented by Mr. Nassar.

Mayor Morris closed public hearing and brought the matter back to Council.

Councilmember Ebner stated that he is not in support of the text amendment as written and proposed removing the “reverse turnaround” from the text.

Councilmember Templeman agreed with Councilmember Ebner's suggestion.

Assistant City Attorney Steres explained that what is being proposed is to strike the second sentence of the existing code section. The code amendment to modify the reverse turn around gas station is the matter to be considered this evening.

MOTION: Councilmember Ebner made a motion to direct staff to bring back an ordinance striking the sentence ‘reconstructive gasoline station...’ and not to include anything about storm drains.

The motion was seconded by Councilmember Templeman and approved by a vote of four to one (4 to 1) with Councilmember Bertone voting against.

Mayor Morris announced that Council would delay voting on the C.U.P.'s until after the public hearing on the D.P.R.B. appeal.

Councilmember Bertone pointed out that the D.P.R.B. appeal was not shown on the agenda and therefore should it not be heard.

Assistant City Attorney Mark Steres stated that although notices did go out, holding a hearing when it was not included on the agenda would be an issue.

Mayor Morris called for a motion to continue the hearings on the C.U.P.'s and D.P.R.B. case.

MOTION: Councilmember Bertone made a motion to continue the hearings until the September 24th, 2013 meeting; the motion was seconded by Councilmember Ebner.

Councilmember Ebner left the dais at 8:54 p.m. and returned at 8:56 p.m.

6. PLANNING/DEVELOPMENT MATTERS

a. Chickens in Residential Zones – Council direction

Associate Planner Jennifer Williams presented staff's report on the item. Staff's recommendation is if the city addresses the issue for single family properties of an agricultural nature that it is looked at across the board. She also indicated that staff had received one email in support of the item and concluded her report with asking for feedback from Council on whether they would want staff to prepare a code amendment or address any others issues.

Mayor Morris pointed out some of the drawbacks and problems with permitting chickens in residential zones.

Discussion continued on the various issues associated with allowing chickens into the city.

Assistant City Manager Stevens stated that staff will bring the item to the Planning Commission and then back to Council sometime in the next couple of months.

Dorothy Bristing resident spoke in support of a chicken ordinance.

7. OTHER MATTERS

a. Waste Management verbal report Puente Hills Landfill and green waste – Carolyn Anderson-Corrao

Carolyn Anderson Corrao gave a presentation on the status of the Puente Hills Landfill.

Councilmember Bertone asked if Waste Management were participating in any trash burning programs.

Mrs. Corrao responded that it is very difficult to permit, especially in Southern California. There are two facilities City of Commerce and Long Beach but not much marketing has been done on the program.

8. ORAL COMMUNICATIONS

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

No one came forward.

b. City Manager

Mayor's call in show.

1) Meeting dates and times for the Fall City Council/Staff Retreat

- i. Mondays, October 21 or 28, 5:00 p.m. – 9:00 p.m.
- ii. Wednesdays, October 23 or 30, 5:00 p.m. - 9:00 p.m.
- iii. Saturday, October 19, 8:00 a.m. - 12:00 p.m.

October 28th, 2013, 5:00 p.m. to 9:00 p.m. was selected for the retreat date and time.

c. City Attorney

Nothing to report.

d. Members of the City Council

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

Nothing to report.

- 2) Individual Members' comments and updates.

Councilmember Templeman shared that he feels the City needs to have a discussion on the accessibility of Public TV. to residents.

Assistant City Manager Ken Duran suggested placing this as an item on the retreat agenda.

Councilmember Ebner acknowledged the 50th anniversary of the March on Washington.

Councilmember Badar made announcement on the upcoming Smudge Pot Game.

9. ADJOURNMENT

The meeting adjourned at 9:42 p.m. The next meeting is on September 10, 2013, 7:00 p.m.

Respectfully submitted,

Debra Black, Deputy City Clerk



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of September 10, 2013

FROM: Blaine Michaelis, City Manager

INITIATED BY: Luis Torrico, Associate Planner

SUBJECT: **Consideration of Municipal Code Text Amendment 13-04**
Consideration of a City initiated request for Municipal Code Text Amendment Case No. 13-04 to make alterations to San Dimas Municipal Code Section 18.184 Home Occupations

SUMMARY

The proposed City initiated amendment will make alterations to Chapter 18.184 of the Municipal Code, titled Home Occupations, to comply with State requirements for Cottage Food Operations (AB 1616) and other minor miscellaneous edits.

Staff and the Planning Commission are recommending approval of City Initiated Municipal Code Text Amendment 13-04

BACKGROUND

On September 21, 2012, the California State Legislature passed Assembly Bill 1616 (AB 1616), known as the California Food Act and became effective on January 1, 2013. AB 1616 allows individuals to operate food-based businesses from their residential kitchens known as Cottage Food Operations (CFO). Individuals who own and run these home-based businesses are allowed to prepare and or package certain State-approved foods and sell their products both off-site and on-site directly from their homes subject to specific requirements related to product sales, sanitation, product preparation and other health code regulations.

One of the main provisions of AB 1616 is that cities cannot deny the operation of a CFO. As required by AB 1616, "a city or county shall not prohibit a CFO in any residential dwellings, but shall do one of the following" options:

1. Classify a CFO as a permitted use of residential property for zoning purposes;

2. Grant a non-discretionary permit to use a residence as any CFO that complies with local ordinances prescribing reasonable standards, restrictions, and requirements concerning spacing and concentration, traffic control, parking and noise control relating to those homes; or,
3. Require any CFO to apply for a permit to use a residence for its operation. The zoning administrator shall review the application and make a determination. The application shall be approved if the CFO complies with local ordinances, if any, prescribing reasonable standards, restrictions and requirements associated with spacing and concentration, traffic control, parking and noise control relating to those homes.

The proposed City initiated amendment would comply with option #3 and would bring the City into compliance with State law by creating an application process that would allow CFOs in residential zones subject to certain operating standards.

Planning Commission Meeting

The proposed amendments were considered by the Planning Commission at its regular meeting on August 15, 2013. The Planning Commission was amenable to the code text amendments with the exception of the following two items:

1. *Article I. HOME OCCUPATIONS*

18.184.120.1 *Conditions Designated*

B. "There shall be no sale of goods associated with the home occupation on the premises. Any sales associated with the home occupation shall be online or mail order sales."

2. *Article II. COTTAGE FOOD OPERATIONS*

18.184.170.1 *Standards of Operation*

I. "No Cottage Food Operation shall be allowed within 300 feet of another Cottage Food Operation on the same street or corner of a cross-street."

The Planning Commission's concern with the first item, relating to Home Occupations, was that it excluded telephone sales. The primary reason for the provision was to prohibit the sales of any goods associated with the home occupation from the premises. The operating standard was modified to remove the following sentence; "*Any sales associated with the home occupation shall be online or mail order sales*"; thereby not specifying or excluding allowable sales methods but still prohibiting sales from the premises. The modification addresses the Planning Commission's concern and still preserves the provision's main intent.

The Planning Commission also had concerns with imposing spacing requirements for CFOs. They did not want to restrict adjacent neighbors from both operating CFOs or create a first-come, first-served situation. They believed that the other proposed operating standards, such as limiting hours of operation and imposing parking and

delivery vehicle restrictions would help prevent any impacts to residential neighborhoods resulting from spacing and concentration matters. Therefore, the Planning Commission recommended approval of the proposed amendment to the City Council without any spacing requirements.

The Commission voted 5-0 to recommend approval to the City Council.

ANALYSIS

While State law preempts cities from prohibiting CFOs, the State has established limited standards to regulate them. CFOs are limited to one full-time employee, not including an immediate family member or household member, and have limitations on the amount of gross annual sales. They are also prohibited from producing potentially hazardous foods that include, but are not limited to, cream, custard or meat fillings. The list of approved cottage foods is maintained and updated by the California Department of Public Health. There are also two types of CFOs: Class "A" and "B" CFOs. A Class "A" CFO is only permitted to sell products directly to the public on- and off-site and a Class "B" CFO is allowed to sell directly to the public on- and off-site and indirectly to third-party retailers. In addition, all CFOs are required to obtain a permit from the local county health agency before they can operate and may be subject to routine inspections by the county.

AB 1616 requires that all California cities allow CFOs; however, our current Home Occupation Ordinance prohibits such operations. Chapter 18.184 (Home Occupations) prohibits home based businesses from employing individuals other than members of the resident family, and prohibits pedestrian or vehicular traffic not characteristic of a residential use. Per AB 1616, CFOs are allowed to employ one full-time employee, not including an immediate family member or household member, are allowed to have customers purchase their products directly on-site from the premises and are allowed to have deliveries to and from the premises. Such operating procedures are prohibited under the current Home Occupation Ordinance, therefore it will have to be amended. The amended ordinance will allow CFOs, as required by AB 1616 and bring the City into compliance with State law.

Several cities have adopted or taken steps to adopt CFO ordinances. At the time the research was conducted, five cities were identified and contacted (Whittier, Davis, Chino, Newark & Pleasanton) to study their provisions for CFOs. Some cities decided to simply allow CFOs as a permitted use while others decided to adopt ordinances that would prescribe operating standards to reduce impacts to residential neighborhoods, as allowed by AB 1616.

PROPOSED ORDINANCE

After much review and analysis, it is of Staff's opinion that a Municipal Code Text Amendment (Amendment) would be the best option to comply with AB 1616. The Amendment, which would comply with AB 1616 option #3, would require any CFO to apply for a permit to use a residence for its operation and would also create provisions by which to regulate them. The Amendment would create an application process that would require CFOs to comply with operating standards established by

the City relating to spacing and concentration, traffic control, parking, and noise control as allowed by AB 1616.

The intent is to add the Amendment to Chapter 18.184 (Home Occupations). The Chapter would be renamed to read Home Based Businesses and will be revised to include two articles; Article I Home Occupations (existing home occupation ordinance with minor edits) and Article II Cottage Food Operations.

Alterations to the existing Home Occupation section will include minor edits to clarify certain sections of the code and ensure the chapter complies with other recently updated chapters of the Municipal Code. Edits will include revisions related to:

- Specifying home occupations are allowed in Specific Plans that allow residential use,
- Employee and sales requirements associated with the home occupation,
- Allowable signage for the home occupations and,
- Language exempting CFOs from the provisions of the Home Occupation section.

Provisions for CFOs will be included in Article II Cottage Food Operations of the chapter and will include the following four sections:

- Purpose
- Definitions
- Procedures
- Standards of Operation

The general purpose of Article II is to bring the City's Municipal Code into compliance with State law requirements to allow CFOs in all residential zones including Specific Plans that allow residential. Establishing a permit process will allow the City to establish operating standards that will aim to protect the integrity and character of residential neighborhoods while complying with AB 1616 requirements.

Under the proposed Amendment, an application for a CFO would have to be submitted to be reviewed and approved or denied by the Director of Development Services. As part of the application process, the applicant will be required to provide a copy of the County of Los Angeles Department of Public Health permit, a floor plan identifying the kitchen and one additional room used for storage, and written authorization from the property owner (if applicable). The level of review for the CFO application will be similar to that of a Director's Review; therefore, a planning review of \$83 will apply. City business and home occupation license fees will still apply.

The standards of operation section of the Amendment will prescribe specific criteria that CFOs must comply with, all within the extent of which AB 1616 allows, to ensure residential neighborhoods are not negatively impacted. These requirements will include, but are not limited to, number of employees, hours of operation, delivery and customer vehicle restrictions relating to traffic and parking, regulation of on-site sales, noise, odor or any other characteristics not deemed appropriate for residential uses.

Approval of the proposed Municipal Code Text Amendment will bring the City into compliance with State law and create a review and permitting process that regulate CFOs and mitigate any potential impacts to residential neighborhoods.

RECOMMENDATION

Staff has prepared the proposed ordinance per the Planning Commission's recommendations. However, Staff believes that the distance requirement should still be required as an operating standard. The distance requirement would not allow a CFO to be located within 300 feet of another CFO on the same side of the street or corner of a cross-street. This would allow every fifth property, with 75 foot wide lots, and every seventh property, with 50 foot wide lots, to operate a CFO. The intent behind the distance requirement is to take a conservative role in preventing residential neighborhoods from becoming oversaturated with commercial-like uses and altering the land use and characteristics of typical residential neighborhoods.

The Planning Commission recommends that the City Council approve Municipal Code Text Amendment 13-04, an amendment to Chapter 18.184 of the San Dimas Municipal Code as submitted.

Staff recommends that the City Council approve Municipal Code Text Amendment 13-04, an amendment to Chapter 18.184 of the San Dimas Municipal Code to include the 300 foot spacing requirement.

Respectfully Submitted,

Luis Torrico
Associate Planner

Attachments: Draft Planning Commission Minutes - August 15, 2013
Ordinance No. 1224

CITY OF SAN DIMAS PLANNING COMMISSION MINUTES

Regularly Scheduled Meeting
Thursday, August 15, 2013 at 7:00 p.m.
245 East Bonita Avenue, Council Chambers

Present

Chairman Jim Schoonover
Commissioner David Bratt
Commissioner John Davis
Commissioner Stephen Ensberg
Commissioner M. Yunus Rahi
Assistant City Manager for Comm. Dev. Larry Stevens
Associate Planner Luis Torrico
Planning Secretary Jan Sutton

CALL TO ORDER AND FLAG SALUTE

Chairman Schoonover called the regular meeting of the Planning Commission to order at 7:00 p.m. and Commissioner Bratt led the flag salute.

CONSENT CALENDAR

1. Approval of Minutes: June 20, 2013 (Bratt absent)
 July 18, 2013

MOTION: Moved by Davis, seconded by Ensberg to approve the minutes of June 20, 2013. Motion carried 4-0-0-1 (Bratt abstain).

MOTION: Moved by Davis, seconded by Ensberg to approve the minutes of July 18, 2013. Motion carried unanimously, 5-0.

PUBLIC HEARINGS

2. **CONSIDERATION OF MUNICIPAL CODE TEXT AMENDMENT 13-04** - A request to make alterations to San Dimas Municipal Code Section 18.184 Home Occupations to comply with State requirements for Cottage Food Operations and other minor edits.

Staff report presented by **Associate Planner Luis Torrico**, who stated this item is to bring the City into compliance with the newly adopted law regarding Cottage Food Operations (CFOs) and to make minor alterations to update the existing Home Occupation code. He presented information on the requirements of AB 1616 and explained the two different types of classifications under the law and the approved list of food products that can be sold. The code

section will be renamed Home Based Businesses and will include two Articles for Home Occupations and Cottage Food Operations.

Commissioner Davis asked if the hours of operation were set by the State or were they selected by the City.

Associate Planner Torrico stated the City set the hours of operation. The intent of the law is to create and encourage Mom-and-Pop businesses and it was felt that operators and customers might be most available during the weekend.

Commissioner Ensberg asked if someone could make tacos or burritos.

Associate Planner Torrico stated that would not be permitted because they cannot offer products using meat and cheese.

Chairman Schoonover asked if telephone sales would be prohibited under Section 18.184.020. B. He also asked if the section regarding refrigerated items would include things like mayonnaise.

Associate Planner Torrico stated originally Section 18.184.020.B prohibited sale of items not produced on the premises and it was being updated to allow for internet sales, but sales could also be made by telephone. They can adjust the language to reflect that. In regards to the food products, using any ingredient that requires refrigeration would be prohibited per State regulations.

Chairman Schoonover asked what the purpose was for requiring a 300 foot distance between CFOs. Since there are limitations on parking, wouldn't that help to prevent problems? He also asked if the County will conduct an annual inspection of the kitchen facilities.

Associate Planner Torrico stated setting a distance requirement would allow a CFO to exist but would prevent a whole block from turning into a retail area. In regards to inspections, a Class A operation does not require any kind of inspection, and a Class B requires an inspection from the County prior to receiving a permit.

Commissioner Rahi asked if there are any conditions that will require off-site parking, and if customers will be allowed to park in the driveway.

Associate Planner Torrico stated Staff considered parking impacts but CFOs are different than a traditional commercial business. Parking will not be allowed on the property so it will require street parking. The condition was to not block required parking for the residents themselves, but didn't think they can require parking to be further away from the residence. The intent of the State is that this will be more of a community-based operation and neighbors will walk to the business.

Commissioner Bratt asked why the language in Section 18.184.020.C was changed to omit the phrase that the use shall not generate traffic above that which "is normal in the district where the use is located." He thought the original language was more suitable than the proposed language.

Associate Planner Torrico stated the term "district" is not defined, so the language was amended to better reflect the neighborhood where the home occupation is located.

Commissioner Davis asked if it would be allowed for someone to serve coffee and food in their home. He also asked if anyone has approached the City to establish a CFO.

Associate Planner Torrico stated the regulations allow for on-site sales but no on-site dining, so a customer would have to buy their product and then leave. Since January when this law took effect there have been two applications. Staff advised the applicants to register with the County first, and neither of them has come back to the City for a permit. It is a self-registration process done on-line with the County and they do not need local approval prior to the County processing the request. One was going to sell home baked goods and the other was going to offer cookies.

Commissioner Rahi asked what if someone wanted to sell a different kind of food than what was on the list.

Associate Planner Torrico stated then they would be denied because you can only sell what is allowed by the State. That is why they have them get approval from the County first.

Chairman Schoonover opened the meeting for public hearing. There being no response, the public hearing was closed.

Chairman Schoonover stated he would not want to restrict CFOs to more than 300 feet from each other until a problem occurs. He asked if that requirement were removed, would we have to go through another code amendment to add it back in the future.

Chairman Davis concurred with removing the distance restriction but stated he also would not want every house on a street to be operating a CFO and felt there might be a different way to regulate them.

Associate Planner Torrico stated if the Commission decides to strike the requirement, it would require another code amendment to add it, and then it would only apply to new operations after adoption and not to any existing operations that already have permits and are congregated together.

Commissioner Ensberg stated he would prefer to keep the 300 foot restriction and go with Option 2 which requires getting a permit from the City. Or as an alternate to address the concerns expressed possibly they could have a non-discretionary approval if more than 300 feet apart and only require a City permit if within 300 feet of another operation.

Commissioner Davis felt it would not be detrimental to have businesses next to each other that people could walk to and purchase their different goods and preferred to remove the restriction entirely.

RESOLUTION PC-1490

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
SAN DIMAS RECOMMENDING APPROVAL OF MUNICIPAL CODE
TEXT AMENDMENT 13-04, AMENDING CHAPTER 18.184, HOME
OCCUPATIONS

MOTION: Moved by Davis, seconded by Bratt to adopt Resolution PC-1490 with amending Section 18.184.020.B to allow telephone sales and to strike Section 18.184.070.I restricting Cottage Food Operations from being within 300 feet from each other. Motion carried unanimously, 5-0.

ORDINANCE NO. 1224

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING MUNICIPAL CODE TEXT AMENDMENT 13-04, AMENDING CHAPTER 18.184 OF THE SAN DIMAS MUNICIPAL ZONING CODE

THE CITY COUNCIL OF THE CITY OF SAN DIMAS DOES ORDAIN AS FOLLOWS:

SECTION 1. Title 18, Chapter 184 of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A"

SECTION 2. This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED THIS xx DAY OF xx, 2013.

Curt Morris, Mayor of the City of San Dimas

ATTEST:

Debra Black, Deputy City Clerk

I, DEBRA BLACK, DEPUTY CITY CLERK of the City of San Dimas, do hereby certify that Ordinance No. 1224 was regularly introduced at the regular meeting of the City Council on _____, 2013, and was thereafter adopted and passed at the regular meeting of the City Council held on _____, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

I DO FURTHER CERTIFY that within 15 days of the date of its passage, I caused a copy of Ordinance 1224 to be published in the Inland Valley Daily Bulletin.

Debra Black, Deputy City Clerk

EXHIBIT A

*New text changes are in Blue and Underlined

*Deleted text is in ~~Red and Strikethrough~~

Chapter 18.184

~~HOME OCCUPATIONS~~ HOME BASED BUSINESSES

Sections:

18.184.010 General Purpose

Article I. HOME OCCUPATIONS

Sections:

18.184.010~~20~~ Conditions designated.

18.184.020~~30~~ Prohibited uses.

Article II. COTTAGE FOOD OPERATIONS

18.184.040 Purpose.

18.184.050 Definitions.

18.184.060 Procedure.

18.184.070 Standards of Operation.

18.184.010 General Purpose

The general purpose of this chapter is to set forth provisions by which home-based businesses, that are an accessory use to the primary residence, may be allowed in all residential zones and Specific Plans that allow residential as a primary use, provided that they comply with the prescribed standards to minimize impacts to residential neighborhoods.

Article I. HOME OCCUPATIONS

18.184.010~~20~~ Conditions designated.

Home occupations for profit may be engaged in any residential zone and Specific Plans that allow residential as a primary use, subject to the following conditions:

A. There shall be no employment of help, other than members of the ~~resident family~~ household that reside at the subject property.

~~B. There shall be no sale of products or services not produced on the premises.~~

B. There shall be no sale of goods associated with the home occupation on the premises.

~~C.~~ C. The use shall not generate pedestrian or vehicular traffic above that which ~~is normal in the district where the use is located~~ is typical of a residential neighborhood.

~~D.~~ D. There shall be no unsightly storage of materials or supplies.

~~E.~~ E. Not more than two rooms in the dwelling shall be occupied for “home occupation.” However, an outbuilding of not more than two hundred square feet located in the rear yard, or an addition of not more than two hundred square feet to an existing or a permissible structure may be used for a home occupation in lieu of rooms in the main house. No outdoor space shall be so used.

~~F.~~ F. In no way shall the appearance of any structure or the conduct of the business within the structure be such that any portion of the premises may be reasonably recognized as serving a nonresidential use, either by color, form, materials of construction, lighting, sounds, noises, odors, vibrations or other means. (Ord. 59 § 2 (part), 1962; Ord. 37 § 229, 1961)

F. Signage shall be limited to one nameplate per unit displaying the name of the home occupation engaged in on the premises subject to the following conditions:

1. Shall not exceed one square foot in area,
2. Shall be non-illuminated,
3. Shall be attached to the front façade of the residence or displayed inside a front façade facing window,
4. Shall be maintained and be of reasonable professional quality.

G. If the home occupation applicant is not the homeowner of where the home occupation will be conducted from, the property owner’s written authorization shall be provided with the home occupation permit application.

F. Cottage Food Operations shall be exempt from these provisions and shall be governed by Article II of this Chapter.

18.184.030 Prohibited uses.

Home occupation permits shall not be granted for the following uses:

- A. Massage practices and massage technicians. (Ord. 1085 § 17, 1998)

Article II. COTTAGE FOOD OPERATIONS

18.184.040 Purpose.

The general purpose of this chapter is to comply with California State law Assembly Bill 1616 (AB 1616) which allows individuals to prepare and/or package certain non-potentially hazardous foods in private home kitchens, referred to as Cottage Food Operations, and sell directly to the public on- and off-site. The intent of this chapter is to provide a permitting process to allow Cottage Food Operations to comply with AB 1616, while protecting the integrity and character of existing residential neighborhoods.

18.184.050 Definitions.

For purposes of this chapter, the following items are defined as follows:

A. “Class A” Cottage Food Operation means a Cottage Food Operation that may engage only in “Direct Sales” of cottage food products from the Cottage Food Operation or other direct sale venues.

B. “Class B” Cottage Food Operations means a Cottage Food Operation that may engage in both “Direct Sales” and “Indirect Sales” of cottage food products from the Cottage Food Operation, from direct sales venues, from off-site events, or from a third-party retail food facility.

C. “Cottage Food Employee” means an individual, paid or volunteer, who is involved in the preparation, packaging, handling, and storage of a cottage food product, or otherwise works for the Cottage Food Operation. An employee does not include an immediate family member or household member of the cottage food operator.

D. “Cottage Food Operation” means an enterprise that is operated by a cottage food operator in a Private Home, classified as a Class “A” or “B”, and has not more than one full-time employee, not including a family member or household member(s) of the cottage food operator, where cottage food products are prepared or packaged for direct or indirect sale to consumers.

E. “Cottage Food Operator” means an individual who operates a Cottage Food Operation in his or her Private Home and is the owner of the Cottage Food Operation.

F. “Cottage Food Products” means non-potentially hazardous foods that are prepared for sale in the kitchen of an approved Cottage Food Operation. Foods containing cream, custard or meat fillings are potentially hazardous and are not allowed.

G. “Direct Sales” means a transaction between a Cottage Food Operation operator and a consumer, where the consumer purchases cottage food products made by the Cottage Food Operation. Direct sales include, but are not limited to, transactions at holiday bazaars or other temporary events, such as bake sales or food swaps, certified farmer’s markets, and transactions occurring in person at the Private Home where the Cottage Food Operation conducts business.

H. “Indirect Sales” means an interaction between a Cottage Food Operation, a third-party retailer, and a consumer, where the consumer purchases cottage food products made by the Cottage Food Operation from a third-party retailer. Indirect sales include, but are not limited to, sales made to retail shops or to retail food facilities where food may be consumed on the premises.

I. “Private Home” means a dwelling, including an apartment or other leased space, where individuals primarily reside.

J. “Registered or Permitted Area” means the portion of a private home that contains the private home’s kitchen used for the preparation, packaging, storage, or handling of cottage food products and related ingredients or equipment, or both, and one (1) additional room within the home that is used exclusively for storage.

18.184.60 Procedure.

A. An application to operate a Cottage Food Operation shall be submitted on forms provided by the Planning Division. Upon submittal, the Director of Development Services may require additional information to show full compliance with this chapter and other regulations of the city.

B. When the Cottage Food Operator is not the owner of the residence where the business will be conducted, the property owner’s written authorization shall be submitted with the application for a Cottage Food Operation.

C. After submittal of a completed application, the Director of Development Services may approve the application, subject to the provisions of this chapter. If the application does not comply with the minimum provisions, the Director of Development Services may approve in modified form to comply with provisions of this chapter, or deny the application.

D. Approvals granted to operate a Cottage Food Operation may be revoked by the City at any time if such use is found to be in non-compliance with provisions of this chapter.

18.184.70 Standards of Operation.

Cottage Food Operations shall be permitted in all single or multi-family residential zones and Specific Plans that allow residential as a primary use, and shall be subject to the following conditions:

A. No Cottage Food Operation shall be allowed to operate without first securing all required permits and approvals from the Los Angeles County Department of Public Health and the City.

B. Not more than one (1) full-time employee, paid or voluntary, not including an immediate family member or household member(s) of the cottage food operator, shall be employed by the Cottage Food Operation.

C. Hours of operation shall be limited to Monday through Sunday between the hours of 7:00 a.m. to 8:00 p.m.

D. Delivery and loading shall be subject to the following conditions:

1. Deliveries and loading shall be limited to Monday through Friday between the hours of 7:00 a.m. to 8:00 p.m. No deliveries or loading shall be permitted on Saturday or Sunday.
2. Delivery and loading vehicles shall not impede vehicular or pedestrian traffic, block a driveway or sidewalk, or sit idling at any time.
3. Class B CFOs participating in Indirect Sales to third-party retailers shall not use third-party delivery services to deliver food products to the retailer.

E. Operation of the Cottage Food Operation shall not occupy any required parking for the Private Home.

F. Only the kitchen and one (1) additional room inside the Private Home that have been registered or permitted with the Los Angeles County Department of Public Health shall be used for the operation, including storage, of the business. The garage or accessory structures shall not be used for the Cottage Food Operation, including storage.

G. In no way shall the appearance of any structure or the conduct of the Cottage Food Operation within the structure be such that any portion of the premises may be reasonably recognized as serving a nonresidential use.

H. Signage shall be limited to one nameplate per unit displaying the name of the Cottage Food Operation engaged in on the premises subject to the following conditions:

1. Shall not exceed one square foot in area,
2. Shall be non-illuminated,
3. Shall be attached to the front façade of the residence or displayed inside a front façade facing window,
4. Shall be maintained and be of reasonable professional quality.

I. Cottage Food Operations shall not negatively impact surrounding properties by means of noise, odor or any other characteristic deemed inappropriate for residential uses. Noise levels shall not exceed those allowed by Chapter 8.36 of the city municipal code.

J. Sales performed from the Private Home shall be allowed subject to the following conditions:

1. No outdoor sales shall be permitted on the premises.
2. Customer vehicles shall not impede vehicular or pedestrian traffic, block a driveway or sidewalk, or sit idling at any time.
3. No on-site dining or loitering shall be permitted.



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of September 10, 2013

FROM: Blaine Michaelis, City Manager

INITIATED BY: Marco A. Espinoza, Senior Planner

SUBJECT: MCTA 10-06 - A request to delete the reverse/turn around gas station design from the Creative Growth Zone, Area 3A.

BACKGROUND:

At the August 27, 2013 City Council meeting Staff recommended to the Council to deny MCTA 10-06, CUP 12-06 & 12-07 and to uphold the Board's decision to deny DPRB 12-19. At the meeting the Council continued the hearing of CUP 12-06 & 12-07 and the appeal of DPRB 12-19 to the September 24, CC meeting to allow for proper noticing. The Council also directed Staff to prepare an ordinance approving the deletion of the reverse/turn around gas station design from the Creative Growth, Area 1A zone.

Staff has prepared Ordinance No. 1225 for City Council review and approval.

RECOMMENDATION:

Approve attached Ordinance No. 1225 deleting the reverse/turn around gas station design from the Creative Growth, Area 3A zone.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Marco A. Espinoza".

Marco A. Espinoza
Senior Planner

Attachment: Ordinance No. 1225

ORDINANCE NO. 1225

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING MUNICIPAL CODE TEXT AMENDMENT 10-06, DELETING THE REVERSE/TURN AROUND GAS STATION DESIGN WITHIN THE CREATIVE-GROWTH, AREA 3A ZONE.

THE CITY COUNCIL OF THE CITY OF SAN DIMAS DOES ORDAIN AS FOLLOWS:

SECTION 1. Title 18, Chapter 18.140.090.C.4.a.iv of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A".

SECTION 2. This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED THIS XX DAY OF XXXX, 2013.

Curt Morris, Mayor of the City of San Dimas

ATTEST:

Debra Black, Deputy City Clerk

I, DEBRA BLACK, DEPUTY CITY CLERK of the City of San Dimas, do hereby certify that Ordinance No. 1225 was regularly introduced at the regular meeting of the City Council on September 10, 2013, and was thereafter adopted and passed at the regular meeting of the City Council held on _____, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

I DO FURTHER CERTIFY that within 15 days of the date of its passage, I caused a copy of Ordinance No. 1225, to be published in the Inland Valley Daily Bulletin.

Debra Black, Deputy City Clerk

EXHIBIT "A"

Title 18, Chapter 18.140.090.C.4.a.iv

Gasoline Service Stations. Existing gasoline service stations shall not be permitted to extend, expand or enlarge the existing building or use, unless there is complete reconstruction of the existing facilities. If an existing gasoline service station is reconstructed to the above standard, the use may be expanded to include a convenience store and/or a restaurant use;



MEMORANDUM

DATE: September 10, 2013

TO: Mayor and City Council

FROM: Community Development Department

SUBJECT: Request from Meiloon Management (San Dimas Station) to initiate a Municipal Code Text Amendment to modify permitted and conditional uses in CG-1 and to consider parking adjustments/revisions to accommodate some future uses located at 500-700 block of W. Arrow Highway (San Dimas Station – North & South)

The Staff Report on this request will be delivered on Monday due to technical difficulties.



City of San Dimas **MEMORANDUM**

DATE: September 10, 2013

TO: City Council

FROM: Marco A. Espinoza, Senior Planner

SUBJECT: DPRB Case No. 07-66
Noncompliance of Conditions of Approval (removal of driveway, approach and unpermitted carport/arbor).

In 2007, the property owner received approval from the Board for a 361 sq. ft. rear addition to an existing 1,376 sq. ft. single-family residence that is on the City's Historic Resource Survey located at 131Sixth Street.

In 2008, the applicant submitted a Minor Deviation application to allow for a 10% encroachment into the 12-foot side yard setback to increase the size of the proposed addition that was approved in 2007; the new combined total size of the additions is 503 sq. ft. (see Exhibit D)

As part of the Board's and the Director's approval the property owner was required to remove the driveway and approach to comply with the "Curb Cuts and Driveway Access from the Street" policy that was established by the City Council in 2001 (see Exhibit A). The applicant also was required to remove the unpermitted carport/arbor that is attached to the house and extends over the driveway (see Exhibit E).

Staff discussed these conditions with the property owner during the preliminary review process and they were also reiterated at the December 17, 2007, DPRB meeting as well as during the minor deviation application process (see Exhibit B & C).

The property owner completed the addition a few years ago but due to noncompliance with above mentioned conditions the building permits were not finalized. As a courtesy the permits have remained open, in order to allow the applicant time to comply with the conditions. However, due to the extended timeframe, Staff needs to final the permits before they expire.

The applicant at this time wishes to not comply with the conditions and would like to appeal the requirements. The appeal time period for Board and the Director's determinations is 14 days from the date of the meeting. The applicant did not appeal the conditions of approval and one cannot retroactively file an appeal after the fact.

Staff has attached a site plan showing an alternative option that would help in reducing the removal of the entire driveway by creating a side yard paved area and a front yard walkway (see Exhibit F).

Attached: Exhibit A – Curb Cuts and Driveway Access from the Street Policy
Exhibit B – DPRB Fact Sheet December 13, 2007
Exhibit C – DPRB Minutes December 13, 2007
Exhibit D – Proposed Site Plan
Exhibit E – Photo of Carport/Arbor
Exhibit F – Alternative Option Site Plan

MEMORANDUM

DATE: November 5, 2001
TO: File and Policy Manual
FROM: Craig Hensley, Assistant Planning Director
SUBJECT: Town Core Design Guidelines
Policy for Curb Cuts and Driveway Access from the Street

At its October 23, 2001 meeting, the City Council set the following policy for Curb Cuts and Driveway Access from the Street in the Town Core Area:

There should be no new curb cuts in the town core, if alley access is present. A curb cut and driveway from the main street may remain when a garage is reconstructed if the driveway and garage are designed to match the historic architecture of the area:

- where the garage is no larger than 500 square feet;
- if the house on the property is on the City's Historic list; and
- as long as access to the lot comes solely from the existing access.

EXHIBIT A

DEVELOPMENT PLAN REVIEW BOARD FACT SHEET



DATE: December 13, 2007

TO: Development Plan Review Board

FROM: Marco A. Espinoza

SUBJECT: DPRB 07-66
Request to construct a 361 sq. ft. rear addition to an existing 1,376 sq. ft. single family residence that is on the City's Historic Resource Survey. This property is zoned Single-Family 7,500 and is located within the Town Core at 131 W. 6th Street (APN: 8387-002-050).

FACTS: The proposed addition is to the rear of the house and will not be seen from the street. The addition is located in the same location of an existing unpermitted addition. The proposal is for a new bathroom, and laundry room and extension of the master bedroom. The house is Craftsman bungalow. The proposed lot coverage is 21.7%.

The addition will match the house's existing exterior architectural features such as:

- Decorative gable vents
- Clipped gable roof design
- Wood siding
- Double hung wood windows
- French wood doors

ISSUE: The existing residence has a nonconforming driveway off of 6th Street that leads to an unpermitted carport. The property does have a two-car garage accessed off the alley. Staff has conditioned that the approach and driveway be removed and new curb and sidewalk be constructed to City specifications and the driveways area be landscaped. Staff has also conditioned that the carport be removed.

RECOMMENDATION: Approve

CONDITIONS: Standard Conditions

EXHIBIT B

9. The developer shall comply with all conditions of approval as approved by the Development Plan Review Board on December 13, 2007.

DESIGN

10. Location and type of exterior lighting fixtures shall be submitted by the developer to the Planning Division for review and approval prior to installation.
11. Plans for all exterior design features, including, but not limited to, doors, windows, mailboxes and architectural treatments, shall be submitted to the Planning Division for review and approval before issuance of building permits.
12. Gas meters, backflow prevention devices and other ground-mounted mechanical or electrical equipment installed by the developer shall be inconspicuously located and screened, as approved by the Planning Division.
13. The applicant shall submit revised plans showing the removal of the driveway, approach and unpermitted carport; new curb, gutter and sidewalk shall be installed to City specifications, landscaping shall be installed in place of the driveway.

BUILDING DIVISION – (909) 394-6260

14. Occupancy shall not be granted until all improvements required as part of the approval have been completed in full, and approved or finalized by the appropriate department.
15. The developer shall repair existing pavement within the limits of the development as determined by the Director of Public Works.
16. All work adjacent to or within the right-of-way must meet the requirements specified in the Standard Specification for Public Works Construction (the Greenbook) and shall be subject to review and approval of Director of Public Works.
17. If grading is performed or drainage facilities are not installed during the period between October 15 and April 15, a temporary erosion control plan, submitted by the developer, shall be approved by and filed with the City and shall be installed and operable at all times.
18. Prior to the issuance of any grading permits, the developer shall submit an Engineering Geology Report that includes an accurate description of the geology of the site and conclusions and recommendations regarding the effect of the geologic conditions on the proposed development.

away from the public right-of-way and screened with solid fencing and/or landscaping, as approved by the Planning Division.”

Motion carried 6.0.1.0. (Sorcinelli absent)

DPRB Case No. 07-66

Request to construct a 361 sq. ft. rear addition to an existing 1,376 sq.ft. single family residence that is on the City’s Historic Resource Survey located at 131 West Sixth Street. (APN: 8387-002-050) Zone: SF-7500

William Long, architect, and Bill Gilwood, owner, were present.

Associate Planner Espinoza stated that the proposed addition will not be seen from the street. The addition will match the existing house with the approach to the unpermitted carport and the carport itself removed.

Motion: Curtis Morris moved, second by Blaine Michaelis to approve subject to standard conditions.

Motion carried 6.0.1.0. (Sorcinelli absent)

DPRB Case No. 06-72

Request to convert 303 sq. ft. of attic space into a second story and add 426 sq. ft. to the second floor for a total of 729 sq. ft. to a single family residence located at 1724 Paseo Mundo. (APN: 8395-034-016) Zone: Single Family.

Al Wiseman, applicant, was not present.

Associate Planner Espinoza stated that applicant addressed the Board’s issues from previous meeting of November 21, 2006. The new proposal will match the existing exterior finished materials and the lot coverage for the site will remain the same at 24%.

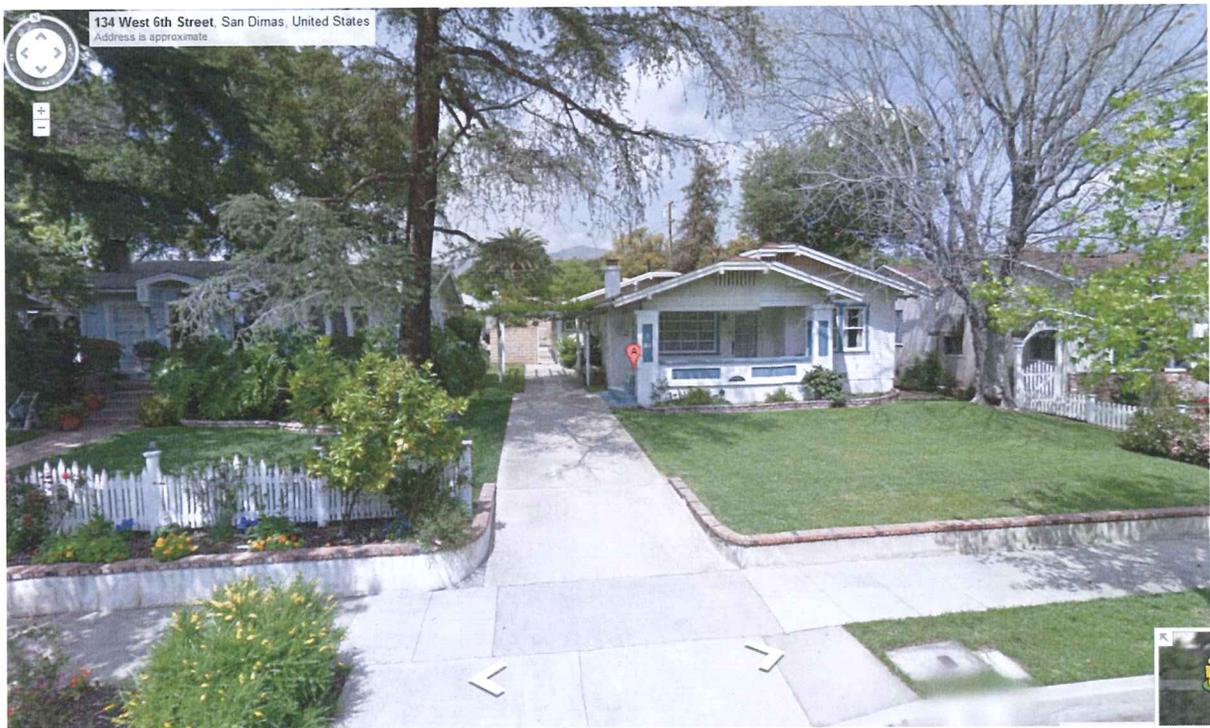
Motion: Curtis Morris moved, second by Dan Coleman subject to standard conditions.

Motion carried 6.0.1.0. (Sorcinelli absent)

DPRB Case No. 07-60

Request to construct a 12,047 sq. ft. single-family residence located at 1551 Calle Cristina. (APN: 8448-038-053) ZONE: Specific Plan 11, Area 1

Subject Site





AUG 29 2013

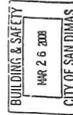
CLOSE-UP OF CARPORT/ARBOR

EXHIBIT F



SUBJECT PROPERTY GARAGE
OFF OF ALLEY.

EXHIBIT F



REVISIONS: _____ DATE: _____

DESIGN SUBJECT TO CONTRACT AND CODE



DATE: 2008-FEB-29
 PROJECT FILE NO.:
 PRODUCED BY:

A 1.0
 SHEET NO.

DRAWING LEGEND

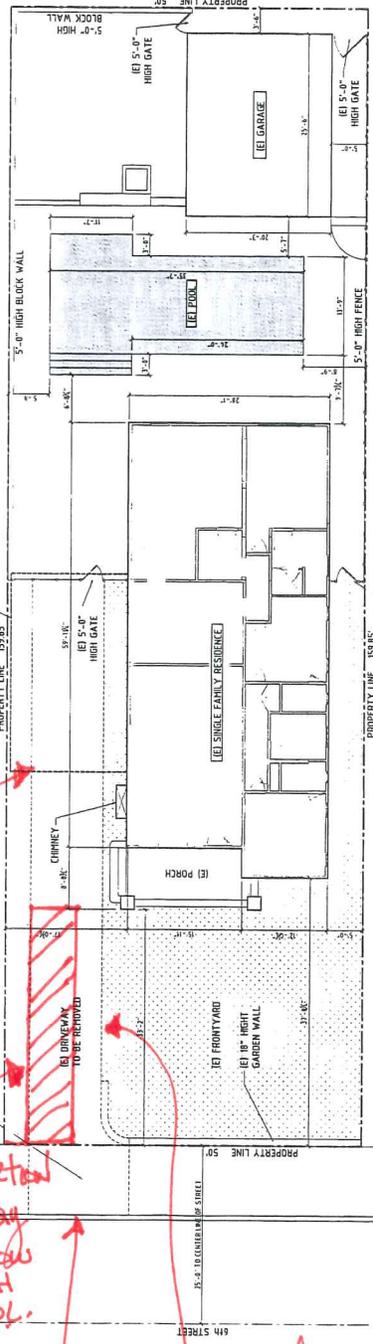
- EXISTING WALL OR STRUCTURE TO REMAIN
- EXISTING WALL OR STRUCTURE TO BE REMOVED
- PROPOSED WALL OR STRUCTURE

Allow for rear portion of the driveway to remain.

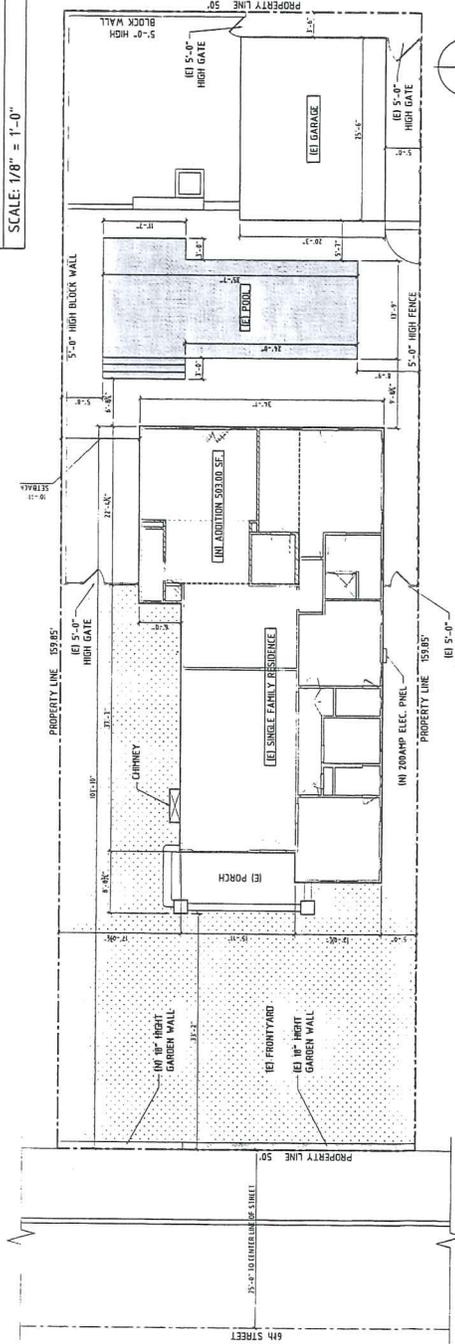
Remove this portion of the driveway & construct low wall to match existing on pl. (front)

Remove driveway approach.

Allow for a 4'-0" max walkway



EXISTING SITE PLAN & LANDSCAPE PLAN 1
 SCALE: 1/8" = 1'-0"



PROPOSED SITE PLAN & LANDSCAPE PLAN 2
 SCALE: 1/8" = 1'-0"

NOTE:
 PROPOSED DESIGN INCLUDES THE REMOVAL OF THE FRONT DRIVEWAY AND ATTACHED DRIVEWAY APRON.
 REPLACE AREA IN FRONT YARD WITH NEW SPRINKLER SYSTEM AND SOG AS SHOWN ABOVE.

#B0814559



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the meeting of September 10, 2013

From: Blaine Michaelis, City Manager

Initiated By: Theresa Bruns, Director of Parks and Recreation

Subject: Request from San Dimas H.E.R.O.E.S. for Special Event on September 24, 2013

Summary

The San Dimas H.E.R.O.E.S. organization has submitted a request to conduct a special event on September 24, 2013 at Freedom Park.

BACKGROUND

The San Dimas H.E.R.O.E.S. organization has submitted a request to conduct a special event on Tuesday, September 24, 2013 at Freedom Park. The event includes the arrival of the Budweiser Clydesdales to Commercial Street via semi-truck, the walking of one or two horses from Freedom Park to Albertsons grocery store, staging of the horses at Albertsons for photo opportunities, and then a return walk to Freedom Park. There are no activities scheduled at Freedom Park, and none shall be approved, as there is limited access to the park due to the current construction project there.

The event is scheduled to occur between the hours of 4:00 to 6:00 p.m. The Clydesdale truck will be on site at Commercial Street from approximately 4:00 p.m. until 7:00 p.m. The walk from Freedom Park to Albertsons is scheduled to begin at 4:45 p.m.; horses on site at Albertsons from 5:00-5:45 p.m.; return walk to Freedom Park to begin at 5:45 p.m.; load truck from 6:00-6:30 p.m. and depart by 7:00 p.m.

Due to the current construction project at Freedom Park and the limited open space available there, staff recommends the closure of Commercial Street between Shirlmar Avenue and San Dimas Avenue for the safety of pedestrians and the horses, from 3:00-7:00 p.m. Based on the request to walk the horses and allow people to follow them from Freedom Park to Albertsons and back, a rolling street closure with Sheriff patrol escorts will be required to safely move on San Dimas Avenue between the two locations.

The Special Event Permit Committee will review the application if approved and will impose appropriate conditions to address impacts such as traffic control and clean up. Due to the late submittal of the request, the traffic control plan will be based on one created for previous events at this location, and will not be reviewed by the Traffic Safety Committee, but will be coordinated by staff.

RECOMMENDATION

Staff recommends that the City Council approve the request to close Commercial Street from Shirlmar Avenue to San Dimas Avenue from 3:00 p.m. to 7:00 p.m. on September 24, 2013 to accommodate the San Dimas H.E.R.O.E.S. event.

Attachment: Application for Parade or Special Event Permit submitted by the San Dimas H.E.R.O.E.S.



Date of Application: 09/05/13

Clear Form

Print Form

CITY OF SAN DIMAS APPLICATION FOR PARADE OR SPECIAL EVENT PERMIT

S.D. Municipal Code Ch. 12.16 Sec. 12.16.010-30

Name of Organization: San Dimas Community Foundation/HEROES

President: Gary Enderle Home Phone: 626 339 8777

Business Phone: N/A

Address: PO Box 4216 City: San Dimas, CA 91773

Chairman: Home Phone: Same

Gary Enderle Business Phone: N/A

Address: 2044 Via Esperanza City: San Dimas, CA 91773

Parade/Special Event For: Budweiser Clydesdales

Date(s): September 24, 2013 Hours: 4 to 6PM Day of Week: Tuesday

Parade/Special Event Route: (Draw map of route and attach to application)

Beginning Place: Freedom Park and Albertson

Disbanding Place: Staging and disbanding will be on Commercial St. @ SD Ave.

Purpose of Parade/Special Event:

Applicant shall arrange for the following: street barricades, street sweeper, general clean-up, Public Works Department notified, insurance*, signed neighborhood petition.

- Any organization using City property, including streets and sidewalks, must have on file prior to the event:
- A copy of the ***liability insurance** policy showing coverage for personal injury or death, property damage, coverage for loss or breakage of glasses, hearing aids, etc. The organization and **City shall be named as co-insured.**
 - Signed petition approving the event by affected neighbors.



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the meeting of September 10, 2013

From: Blaine Michaelis, City Manager

Initiated By: Theresa Bruns, Director of Parks and Recreation

Subject: Request from San Dimas H.E.R.O.E.S. for modification of the Veterans Monument Design

Summary

The San Dimas H.E.R.O.E.S. organization has submitted a request for modification of the approved design for the Veterans Monument located at Freedom Park.

BACKGROUND

At the October 11, 2010 City Council Retreat meeting, the City Council approved a three phase construction plan for the San Dimas H.E.R.O.E.S. Veterans Monument, with the understanding that each phase would be standalone and complete, and that there be a reasonable time frame between each phase (Attachment A). Phases I and II have been completed as planned, and construction of Phase III began on August 19, 2013. This phase of the project includes the construction of two smaller memorial walls, construction of the south entry access walkway, and the installation of additional brick pavers around the monument circle. Construction is expected to be completed by the middle of October, with a dedication event planned for Veteran's Day, November 11, 2013.

While Phase III was approved to be the final phase and complete the monument project, there are elements of the project that are not included in construction of this phase, and may not be constructed at a later time. Those elements include two pergolas, one at each walkway entry, and approximately one-quarter of the paver circle around the back side of the monument circle.

Staff has also received a letter of request (Attachment B) from the San Dimas H.E.R.O.E.S. organization for modification of the previously approved design of the Veterans Monument. The approved design includes the installation of six black granite panels on each of the smaller memorial walls. The granite panels are intended to include the engraved names of Veterans as submitted over time, with the H.E.R.O.E.S. responsible for the engraving of the names. The H.E.R.O.E.S. organization is requesting that the granite panels on the south wall not be installed at this time, but instead, a mural be painted in the space intended for them. The dimensions of the wall are 10' wide x 8' high and the mural will cover an area measuring approximately 9' wide x 6' high.

The proposed mural (Attachment C) has been designed by San Dimas High School Art Teacher, Dominic Black, and is intended to be painted by students, under his supervision. The mural project is planned to begin as soon as construction of the wall is complete, will be finished prior to the November 11 dedication, and is expected to be in place for an indefinite period of time.

The H.E.R.O.E.S. suggest the mural as more visually appealing than blank granite, and expect that it will be quite some time before enough names are submitted for engraving on the granite on that wall. Their request for a mural is based upon this aesthetic consideration, as well as their concern for potential damage to granite, a maintenance consideration, and the financial consideration of purchasing the granite at this time. However, H.E.R.O.E.S. has committed to allocate the sum of \$3,000 for the future purchase of the granite.

The aesthetic consideration may be one of personal preference; blank black granite versus a painted mural. The damage and maintenance considerations exist for each element, granite or mural, and may be greater for maintaining the appearance of a painted mural over time. The financial consideration may be remedied through Council consideration of a temporary loan to the H.E.R.O.E.S. to facilitate completion of the wall, with the understanding that the money would be repaid to the City.

Should a mural be approved as an indefinite solution, staff suggests consideration for the product and installation process. Review of a professional application of a more permanent material that will withstand the test of time, such as metal, tile or a baked on product, is recommended. Examples exist across the street from the Monument, at the Grove Station project.

While the H.E.R.O.E.S. suggestion of their allocation of \$3,000 for the future purchase of granite demonstrates good faith, staff recommends that per the original Monument Agreement, the H.E.R.O.E.S. remain responsible for the eventual purchase of the granite and completion of the project, as they are for the ongoing addition of engraved names.

Also included in the H.E.R.O.E.S. letter of request is the installation of three donor blocks at locations to be determined (Attachment D). The approved design includes four sponsor markers, originally intended to be granite boulders. Staff feels that the proposed blocks, faced with black granite, conform to the original design intent, and staff will work with the H.E.R.O.E.S. for appropriate locations for installation where they will be visually accessible and most easily maintained, and not impede a path of travel.

The last item mentioned in the letter of request is for an additional block to be installed in front of the water feature which will present an explanation of the five star fountain. While not explicitly indicated, it is assumed that this block will match the donor blocks and also be faced with black granite. Staff will work with the H.E.R.O.E.S. on the installation location and specifications for this element to assure that it does not interfere with any other aspect of the project.

RECOMMENDATION

Staff recommends proceeding with the installation of the six black granite panels as part of this phase. The installation is consistent with the phasing plan for this project as discussed and approved by the Council. The phase will be more complete and be consistent with the approved plan. Installing the granite now will alleviate any issues with changing the design to provide for a new element such as a mural and having the need to require suitable long term materials for a mural that is intended to be in place indefinitely. If there are short term financial issues with being able to install the granite panels as part of this phase, the City could provide a temporary loan of funds so the work could be completed now.

Pleasure of the Council whether to approve replacing the six black granite panels on the south wall with a mural.

Pleasure of the Council whether to approve \$3,000 temporary financial assistance for the installation of six black granite panels.

Pleasure of the Council whether to approve a painted mural as proposed or request review of a professionally applied more permanent material.

Pleasure of the Council whether to approve the proposed mural design as submitted.

Respectfully Submitted

A handwritten signature in cursive script that reads "Theresa Bruns".

Theresa Bruns
Director of Parks and Recreation

Attachments:

- A Minutes of October 11, 2010 City Council Retreat Meeting
- B H.E.R.O.E.S. Letter of Request for design modification
- C Proposed Mural Design
- D "Pillow Block" design for Donor Blocks



MINUTES

COUNCIL – STAFF RETREAT SESSION
Monday October 11, 2010 5:00 PM - 9:00 PM
SHERIFF'S DEPARTMENT COMMUNITY ROOM
270 Walnut Avenue

PRESENT:

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

City Manager Blaine Michaelis
City Attorney J. Kenneth Brown
City Clerk Ina Rios
Assistant City Manager of Community Development Larry Stevens
Assistant City Manager Ken Duran
Director of Public Works Krishna Patel
Director of Parks and Recreation Theresa Bruns
Superintendent of Building and Safety Eric Beilstein

ABSENT:

Director of Development Services Dan Coleman

CALL TO ORDER

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

- Introduce new Sheriff's Department Personnel associated with the Community Action Team

Captain Hartshorne introduced Deputy Mike White as the new Team Leader assigned to the Community Action Team; Deputy Everett Wade assigned as the School Resource Officer; and Deputy Henry Saenz completes the members of the Community Action Team. He provided a brief overview of the Community Action Team which tackles difficult calls in the city.

1. Business – City Council direction:

- a. Memorial project. Receive update from the HEROES organization regarding the project and a possible course of action to complete the project in phases – establishing milestones, conditions, and financial check points on how the project could proceed.

City Manager Michaelis reported that in November, 2009, the City Council authorized an 18 month extension to San Dimas HEROES to plan a permanent Veterans monument to be constructed on the landscaped area of the Park & Ride lot on San Dimas Avenue, south of the Railroad tracks. He said the San Dimas HEROES have proposed construction of the project in three separate phases - each phase would start when sufficient funds are available, plans are approved, construction requirements have been met, and said each phase would be functional and aesthetic.

HC

Gary Enderle introduced Committee members: Nancy Yanez, Tim Gerard, Stan Wisniewski, Jaci Wisniewski, Emily Stillien, Nancy Newman, Don Story, Penny Stevenson, and Tom Nuss.

Mr. Enderle introduced Designer Ed Martinez, EM3 Group, who was hired as the general contractor.

Ed Martinez, EM3 Group, distributed handouts and outlined the three phases proposed for the project. He said the planned budget is \$200,000 for the finished product and the ongoing memorial would continue to add names and maintain the project over time. Phase I entitled Memorial Wall includes the central pad area for the actual monument, a center wall, memorial stands for emblems of five major branches of the military, State flag and U. S. flag, primary pathways, decorative pavers, and underground utilities.

In response to Council, Mr. Martinez replied that cost for first phase is approximately \$60,000, second phase \$100,000, and third phase \$40,000; and he is requesting flexibility on the construction schedule which is subject to fundraising and available funds. He expects each phase to take approximately three months construction. Recessed lighting will be installed for the seven flag poles and center walls.

Mr. Martinez said second phase entitled Remembrance Fountain is the water feature that will include lighting, additional landscape enhancements, public benches and two walls, and engravings. The third phase includes pergolas, landscape enhancement, secondary pathways, pergola lighting, and final landscaping.

Councilmember Templeman said he does not mind phasing as long as each phase is completed with a reasonable time frame between each phase.

Mayor Morris asked if anyone in the audience would like to comment. There were no comments.

Councilmember Bertone did not oppose phasing as long each phase stood alone and was complete.

- b. Farmers Market – receive report regarding recent meetings with Albertson's and provide direction regarding preferred location(s) for the farmers market in 2011.

Parks and Recreation Director Bruns reported that staff has had several meetings with Mike Wheeler, Albertson's Manager, and Maurice Cuellar, Advocates for Healthy Living, to discuss impacts on Albertson's and to find solutions for conducting future Farmers Market at alternate sites. Mr. Cuellar would like to continue to operate the Farmer's Market on Wednesday evenings from 5:00-9:00 p.m. and requested the closure of First Street at Iglesia Street to the east end of First Street to conduct the 2011 event beginning at 3:00 p.m. for set up. Staff would like to add a condition requiring Advocates for Healthy Living to provide additional street cleaning. Staff requested direction from the City Council regarding the proposed operation of a 2011 Farmer's Market on First Street, east from Iglesia Street; use of the Civic Center Parking lot and park; and use of Iglesia Street north from First Street to the alley. If acceptable, staff will bring back complete event details prior to issuance of event permits.

In response to Council, Director Bruns said the park can accommodate activity for kids on the south edge and Music in the Park. She said alternate days were presented as options, and Advocates for Healthy Living requested Wednesday evenings on the current site.

Councilmember Templeman suggested giving staff additional time to review the options with Advocates for Healthy Living.

READ MESSAGE

Usage 83% of 1890.0 MB

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From: edblack1@verizon.net
To: gje3@roadrunner.com
Cc: d.black@bonita.k12.ca.us

Subject: SD Vet's monument image and description
Priority: Normal Date: Tuesday, September 3, 2013 9:54 PM Size: 5 MB

Attachments: SD Veteran Monument Concept - E Dominic BLACK.jpg (5455.7 KB)

Gary,

sorry to send this so late, but I was teaching class until 7. I hope the image and description work for you!

- Dominic

Thank you again for the opportunity to create a painting to honor the sacrifices of every soldier.

"In creating an image to complement the current HEROES monument, I decided to focus on the concept of freedom, rather than the traditional patriotic symbols of the waving flag, eagle, etcetera. Although those are poignant, readily recognized symbols of freedom in this country, I felt that the monument itself already did an excellent job representing these, and it was the artist's task to go beyond that. I chose an expressive sunset, like those I have seen in the skies above San Dimas, with the silhouettes of two children arms outstretched, pointing out the first star of the evening, a symbol of hope. Together with the text, "We are forever in gratitude for the sacrifices of yesterday, that we may enjoy freedom today," the image will remind every visitor of exactly what our soldiers continue to fight for and that which we hold so dear.

- E. Dominic Black



Previous Message | Next Message



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MPH
Health Management and Policy

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K-12 Studies in Education
General Psychology

EdD
Educational Leadership and Management

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Directors

Gary Enderle
Guy Cloutman
Tim Girard
Janellen Graef

San Dimas HEROES

Helping Establish a Remembrance Of Every Serviceperson
Veterans Memorial Project

Directors

Carl Harstine (Emeritus)
Tom Nuss
Penny Stevenson
Nancy Yanez

September 4, 2013

Theresa Bruns, Director of Parks & Recreation
City of San Dimas
245 E Bonita Avenue
San Dimas, CA 91773

Dear Theresa,

The following is a written request, as a follow-up to our meeting yesterday.

The HEROES Organization would like to have a mural painted on the new south wall instead of installing the granite panels, as was originally planned. The proposed mural would be designed by San Dimas High School teacher Dominic Black and, after approval by city staff, would be painted by Mr. Black and San Dimas High School art students, under his supervision. The design of the mural will be submitted to staff, for the required approval by city council, prior to any proposed mural work being commenced.

By having a mural painted on the south wall, we feel strongly that this will attract more positive community involvement, and instill the pride of ownership. The mural will also be much more visually pleasing than plain black granite, over which we have had concerns about the possibility of damage to blank granite walls being scratched or carved by individuals.

The HEROES Organization will set aside the sum of \$3,000.00 so, if and when the mural is removed or damaged, the city would have the funds necessary to purchase the granite to install on the wall. The current price of the granite for this wall is \$2,500.00.

We would also like to install three pillow blocks (see sketch), to be installed in the park (at locations to be determined) to recognize all the donors who have helped us in building the monument. All pillow blocks would be faced with engraved black granite.

In addition to these three blocks we would like to request one additional block to be installed in front of the water feature. It would have the explanation of the meaning behind the five pointed star shape of the remembrance fountain.

Due to the final construction currently underway at the site, we believe it would be more cost effective to have this work done at this time, rather than later. For this reason, your consideration of these requests at this time would be greatly appreciated.

If you have any questions, please feel free to contact me at (626) 339-8777.

Sincerely,

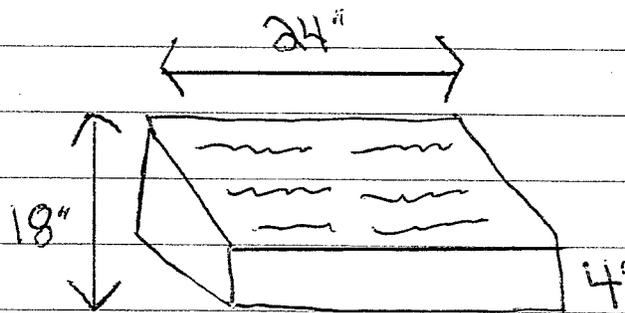


Gary Enderle, President
San Dimas Community Foundation/HEROES

★ A Division of San Dimas Community Foundation ★ Federal Tax I.D. #37-1591712 ★

★ P.O. Box 4216 ★ San Dimas, California 91773 ★ 909.677.9557 ★

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Agenda Item Staff Report

SAN DIMAS HOUSING AUTHORITY

TO: Honorable Chair and Members of the Board
For the Meeting of September 10, 2013

FROM: Blaine Michaelis, Executive Director *BM*

SUBJECT: Acceptance of a proposal from Keyser Marston for assistance in restructuring 'for sale' affordable housing requirements. Appropriate \$10,000 to complete this work.

SUMMARY

The San Dimas Successor Agency and Housing Authority has carried on the affordable housing projects started by the former San Dimas Redevelopment Agency. The Authority will soon have 10 affordable housing units for sale – 4 of them with Grove Station and 6 with the Olson project to the east.

Previous Redevelopment Agency Affordable Housing Provisions place restrictions and conditions over how the homes would be sold. These provisions in some ways make it difficult to find qualified buyers – and the provisions have also been deemed too onerous by potential buyers to accept the restrictions and purchase the homes.

The dissolution of Redevelopment has opened the door to consider possible changes to the previous affordable housing provisions. The city has requested and received a proposal from Keyser Marston Associates to explore possible changes to establish new provisions that would allow the affordable housing program to have some more practical and workable requirements and perhaps greater success in having residents participate in these affordable housing opportunities.

SUMMARY

The work of Keyser Marston will focus on preparing recommendations regarding restructuring housing affordability covenants to achieve the following:

1. To improve the marketability of the income restricted units with recommended changes to the income and affordability covenants that still achieve the city's policy objectives for the affordable housing units; and
2. Provide information that would be of assistance in administering the screening and processing of prospective buyers; and

3. The creation of an efficient monitoring and administrative structure and system for the requirements of the units into the future.
4. Professional advice regarding the various factors and issues of affordable housing requirements – helping us to have the benefit of their broader expertise and experience in the preparation of recommended provisions.

As an example of what may come from this work, other cities have considered and implemented such things as shortening the time period during which resale restrictions would apply. Also, the implementation of a means to allow a city to share in the equity appreciation when the units move to an unrestricted market priced sale. The equity appreciation could provide funding for continued affordable housing programs.

The city has used Keyser Marston Associates through the years for housing related services. We recommend the acceptance of their proposal to provide services.

When the report is completed, we will bring the matter before the Housing Authority Board for consideration, discussion, and adoption of revised provisions. We have tentatively planned to have this back before the Board in October/November.

RECOMMENDATION

1. Receive report from staff, ask questions as desired.
2. Accept the proposal from Keyser Marston Associates for assistance in restructuring for sale affordable housing requirements.
3. Appropriate \$10,000 from Housing Authority Funds to complete this work.

Attachment: Proposal from Keyser Marston Associates dated August 26, 2013



KEYSER MARSTON ASSOCIATES
ADVISORS IN PUBLIC/PRIVATE REAL ESTATE DEVELOPMENT

August 26, 2013

ADVISORS IN
REAL ESTATE
REDEVELOPMENT
AFFORDABLE HOUSING
ECONOMIC DEVELOPMENT

SAN FRANCISCO
A. JERRY KYSER
TIMOTHY C. KELLY
KATH EARTH FUNK
DERRIL M. KERN
REID T. KAWAHARA
DAVID DOUZAMA

LOS ANGELES
KATHLEEN H. HEAD
JAMES A. RABE
GREGORY D. SOO HOO
KEVIN E. ENGBROM
JULIE L. ROMIEY

SAN DIEGO
GERALD M. TRIMBLE
PAUL C. MARRA

Blaine Michaelis
City Manager
City of San Dimas
245 East Bonita Avenue
San Dimas, California 91773

Dear Blaine:

Keyser Marston Associates, Inc. (KMA) is pleased to submit the following proposal to provide consulting services to the City of San Dimas (City). Specifically, KMA is proposing to assist the City in restructuring the covenants imposed on "for sale" affordable housing units.

BACKGROUND STATEMENT

The former Redevelopment Agency of the City of San Dimas (Redevelopment Agency) provided financial assistance to the Grove Station condominium project (Project). The assistance was provided using Property Tax Increment Housing Set-Aside funds, and in accordance with California Redevelopment Law, it was necessary to impose income and affordability requirements on the assisted units. The Redevelopment Agency chose to impose irrevocable covenants that subjected the units to resale controls that remain in place over a 45-year term.

The Project has completed construction, and the units are available for sale. However, since the affordable housing covenants were originally drafted, there have been significant changes in housing market conditions that have constrained the opportunity for irrevocable covenants to be imposed on the units. In addition, the elimination of redevelopment in California severely limits the resources the City has to administer and monitor units.

At this time, the City wishes to restructure the covenants to achieve the following goals:

1. To improve the marketability of the income restricted units; and
2. To create an efficient monitoring and administrative structure for the units.

PROPOSED SCOPE OF SERVICES

KMA is proposing to provide the following scope of services to the City:

1. KMA will create a recommended restructuring plan for the income and affordability covenants that achieves the City's policy objectives for the Project. The basic premise is that the time period during which the resale controls will be imposed will be shortened. Thereafter, a structure will be created that allows the City to share in the equity appreciation that is achieved the first time each unit is sold at an unrestricted market rate price.
2. KMA will create an exhibit that identifies the qualifying household income levels for prospective purchasers of the affordable units, and provides the affordable housing prices for the units.
3. KMA will provide criteria for evaluating prospective purchasers, and a recommended administration and monitoring strategy.

BUDGET / TIMING

KMA proposes to complete the proposed scope of services within four weeks after receiving authorization from the City to commence work. KMA proposes to undertake the identified scope of services on a time-billed basis. The KMA billing rates for the staff members that will be assigned to this engagement are presented in the following table:

	2013/2014
Managing Principals	\$280.00
Senior Associates	\$187.50
Technical Staff	\$95.00
Administrative Staff	\$80.00

KMA estimates the budget for this engagement at \$10,000. This budget covers the defined technical scope of services, and KMA attendance at two meetings with the City staff and/or City Council. It is important to note that if the scope of services changes materially, and/or the number of meetings requested by the City increases, the budget will need to be adjusted accordingly.

KMA appreciates the opportunity to submit this proposal. If there are any modifications that will make the proposal more responsive to your needs, please do not hesitate to call me.

Sincerely,

KEYSER MARSTON ASSOCIATES, INC.

A handwritten signature in cursive script that reads "Kathleen Head".

Kathleen Head