



**AGENDA**  
**REGULAR CITY COUNCIL /**  
**SUCCESSOR AGENCY MEETING**  
**TUESDAY, MARCH 25, 2014, 7:00 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**245 E. BONITA AVE.**

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**CITY COUNCIL:**

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

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

**2. RECOGNITION**

- Award from California Parks and Recreation Society for “Senior Center International Cultural Club”

**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 and ask to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

- a. Members of the Audience

**4. CONSENT CALENDAR**

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

- a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:
  - (1) **RESOLUTION NO. 2014-15**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTH OF MARCH, 2014.
  - (2) **RESOLUTION NO. 2014-16**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING A STANDARDIZED CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES OF THE CITY OF SAN DIMAS
- b. Approval of minutes for February 25, 2014 Study Session, Study Session of March 11, 2014 and regular meeting of March 11, 2014
- c. Denial of Claim for Christopher Sosa
- d. Appropriation of additional funds for Public Works Contract Inspections
- e. **Lot Line Adjustments 14-02** - A request to adjust the property boundaries for 912 Overland Court – APN: 8383-010-073 (Parcel 1) and 924 Overland Court – APN: 8383-010-074 (Parcel 2)

END OF CONSENT CALENDAR

## 5. OTHER MATTERS

- a. Appropriation of funds to conduct a comprehensive engineering study regarding interest in a crosswalk at Bayfield and Allen Avenue.

## 6. SUCCESSOR AGENCY

- a. Authorize a request to our State Legislators to support amendments to Redevelopment dissolution provisions to allow for the full repayment of city loans to its former Redevelopment Agency.

## 7. ORAL COMMUNICATIONS

- a. Members of the Audience (Speakers are limited to five (5) minutes or as may be determined by the Chair.)
- b. City Manager
- c. City Attorney
- d. Members of the City Council
  - 1) Councilmembers' report on meetings attended at the expense of the local agency.
  - 2) Individual Members' comments and updates.

## 8. ADJOURNMENT

The next meeting will be at 5:00 p.m. on Monday, March 31, 2014 for a City Council City Staff Retreat to be held at City Hall.

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

**SUPPLEMENTAL REPORTS:** AGENDA RELATED WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE SUBJECT BODY AFTER DISTRIBUTION OF THE MARCH 11, 2008 AGENDA PACKET SHALL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK'S OFFICE DURING NORMAL BUSINESS HOURS. [PRIVILEGED AND CONFIDENTIAL DOCUMENTS EXEMPTED]

**POSTING STATEMENT:** ON MARCH 21, 2014, 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); 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](http://WWW.CITYOFSANDIMAS.COM/MINUTES.CFM).

**RESOLUTION NO. 2014-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SAN DIMAS, CALIFORNIA, APPROVING  
CERTAIN DEMANDS FOR THE MONTH OF MARCH 2014**

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas  
does hereby approve Warrant Register: 03/28/14 (147117 – 147263) in the amount of  
\$821,826.47.

PASSED, APPROVED AND ADOPTED THIS 25<sup>TH</sup> DAY OF MARCH 2014.

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

ATTEST:

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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 March 25<sup>th</sup>, 2014 by the following  
vote:

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

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Debra Black, Deputy City Clerk



WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
		BANK OF AMERICA						
147130	03/28/14	BEILSTEIN/ERIC	10161 TRAVEL REIMB 3/3-3/5/	203.93				N D 001.4311.021.000
147131	03/28/14	BERGQUIST-DEVOE/CARL	12441 INSTR. PIANO MARCH/14	476.00				M D 001.4420.020.000
147132	03/28/14	BITHELL, INC	11162 LONE HILL RESTROOM RP	800.00		22514		N D 001.4410.023.000
147133	03/28/14	BORBA/DOMINIQUE	00012 REIMB PKG CPRS 3/5-3/7	24.00				N D 001.4420.021.000
147133	03/28/14	BORBA/DOMINIQUE	00012 REIMB BSKBALL AWARDS 3	50.99				N D 001.4420.034.003
				74.99		*CHECK TOTAL		
147134	03/28/14	BOYS & GIRLS CLUB	11215 JAN/14 GRAFFITI REMOV	795.00		2678		N D 001.4341.020.003
147135	03/28/14	CARTEGRAPH	10898 PARTNER HOST FEB/14	500.00		39493		N D 001.4190.020.002
147136	03/28/14	CBEYOND	12524 #113731 3/8-4/7/14	884.29		14419485		N D 001.4190.020.034
147136	03/28/14	CBEYOND	12524 #113732 3/8-4/7/14	593.68		14419803		N D 001.4190.020.034
				1,477.97		*CHECK TOTAL		
147137	03/28/14	CENTER ICE	11519 INSTR. SKATING 2/15-3/	37.40				N D 001.4420.020.000
147138	03/28/14	CHARTER OAK MOBILE H	11850 APRIL RENT - FRIEND	162.00				N D 034.341.034
147138	03/28/14	CHARTER OAK MOBILE H	11850 APRIL RENT - RESCHKE	245.00				N D 034.341.034
				407.00		*CHECK TOTAL		
147139	03/28/14	CITY VENTURES URBAN	00013 DEPOSIT RFND/SR CENTE	100.00				N D 001.341.002
147140	03/28/14	CLARK SECURITY PRODU	11651 LOCK SHOP SUPPLIES	143.13		19K-021927		N D 001.4410.033.000
147141	03/28/14	COELHO/BECKY	10613 INSTR. PILATES MARCH/	450.84				M D 001.4420.020.000
147142	03/28/14	COLLEY AUTO CARS INC	12096 EQUIP. REPAIR UNIT #1	336.00		57375		N D 001.4342.020.001
147142	03/28/14	COLLEY AUTO CARS INC	12096 EQUIP. REPAIR UNIT #1	185.04		57463		N D 001.4342.011.000
147142	03/28/14	COLLEY AUTO CARS INC	12096 EQUIP. REPAIR UNIT #5	182.70		57463		N D 001.4342.020.001
147142	03/28/14	COLLEY AUTO CARS INC	12096 EQUIP. REPAIR UNIT #5	33.46		57463		N D 001.4342.011.000
				637.20		*CHECK TOTAL		
147143	03/28/14	COMBINED MARTIAL SCI	15684 INST HATHA YOGA MARCH/	72.25				N D 001.4420.020.000
147144	03/28/14	COMPUTER SERVICE COM	11690 FEB/14 PREV. MAINTENA	371.00		3864-197		N D 007.4341.020.003
147144	03/28/14	COMPUTER SERVICE COM	11690 FEB/14 PREV. MAINTENA	133.00		3864-197		N D 007.4345.020.002
				2,504.25		*CHECK TOTAL		
147145	03/28/14	CORODATA	10678 FEB/ RECORD STORAGE	87.61		RS4075133		N D 001.4190.019.000
147146	03/28/14	COUNTY SANITATION DI	10771 WST WTR/M VISTA FY1	1,072.80		8387014900-013		N D 034.4802.022.007
147147	03/28/14	D & M MANUFACTURING,	10936 SENTRY BACKFLOW CABLE	180.39		3788		N D 008.4414.020.016
147148	03/28/14	D.H. MAINTENANCE SER	11950 MAR - WALKER HOUSE	85.00		16468		N D 003.4410.023.001
147148	03/28/14	D.H. MAINTENANCE SER	11950 MAR - LADERA/MARCHANT	881.00		16468		N D 001.4410.023.000
147148	03/28/14	D.H. MAINTENANCE SER	11950 MAR - CITY HALL COMM	3,537.00		16468		N D 001.4411.023.000
147148	03/28/14	D.H. MAINTENANCE SER	11950 MAR - SR CTR/COMM CEN	1,541.00		16468		N D 001.4412.023.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
147148	03/28/14	BANK OF AMERICA	MAR-S&R CLUB	1,128.00	*CHECK	16468		N D 001.4430.023.000
				7,172.00	TOTAL			
147149	03/28/14	DAPEER, ROSENBLIT & L	FEB M.C. PROSECUTIO	2,780.39		8340		N D 001.4170.020.001
147150	03/28/14	DEPARTMENT OF JUSTIC	FEB FINGERPRINT APPS	64.00		022264		N D 001.4150.020.000
147151	03/28/14	DMS CONSULTANTS, INC	CONTRACT SVCS-CIVIL	2,200.00		SD-030-2		N D 012.4841.638.002
147152	03/28/14	DOG DEALERS INC	DOG MANNERS 3/8-3/29	175.95				N D 001.4420.020.000
147153	03/28/14	E & E SPORTS PHOTOGR	BSKTBALL PICTURE PK	1,271.16		2250		M D 001.4420.034.003
147154	03/28/14	EL NATIVO GROWERS IN	PLANTS	115.59		SI-55968		N D 008.4414.020.015
147155	03/28/14	EWING IRRIGATION PRO	IRRIGATION SUPPLIES	18.57		7629455		N D 008.4414.033.000
147156	03/28/14	FALCON SIGNS	BLINE & SD CYN, SD AVE	196.00		UW5WZ		N D 001.4309.033.001
147157	03/28/14	FERNANDO/KRISTA	REFUND DEPOSIT/RNTL	3 / 500.00				N D 001.341.002
147158	03/28/14	FIERRO/TIFFANY	REFUND FLAG FOOTBALL	105.00				N D 001.367.001
147159	03/28/14	FREY/KEVIN	REFUND JFLA TRAINING	3/4 49.79				N D 001.4190.033.000
147160	03/28/14	GALVEZ/VICTORIA	INST. ZUMBA MARCH/14	204.00				M D 001.4420.020.000
147161	03/28/14	GAS COMPANY/THE	163 717 4800	3,703.70				N D 001.4430.023.002
147161	03/28/14	GAS COMPANY/THE	163 017 1500	52.90				N D 001.4410.033.002
147161	03/28/14	GAS COMPANY/THE	163 017 4229	138.45				N D 001.4410.033.002
147161	03/28/14	GAS COMPANY/THE	163 184 3300	67.15				N D 001.4411.033.002
147161	03/28/14	GAS COMPANY/THE	163 217 3300	1,141.92				N D 001.4411.033.002
147161	03/28/14	GAS COMPANY/THE	163 217 3300	258.26				N D 001.4411.033.002
147161	03/28/14	GAS COMPANY/THE	163 217 3300	107.85				N D 001.4342.022.002
147162	03/28/14	GOLDEN STATE	9330000007	252.43				N D 001.4415.023.004
147162	03/28/14	GOLDEN STATE	681416000006	40.15				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	958843300000	218.20				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	75558491300003	257.41				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	613890000001	727.13				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	5590000004	57.22				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	829653000009	74.20				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	226341400005	146.50				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	258433000008	20.88				N D 001.4415.033.004
147162	03/28/14	GOLDEN STATE	122053000001	513.56				N D 001.4415.033.004
					*CHECK	TOTAL		





Disbursement Journal

WARRANT DATE VENDOR  
BANK OF AMERICA

DESCRIPTION AMOUNT

PO#

CLAIM INVOICE

F 9 S ACCOUNT

147179	03/28/14	ITERIS, INC	11370 VIDEO CAMERA REPAIR	350.00			51802	N D 007.4345.020.002
147180	03/28/14	JMG SECURITY SYSTEMS	10821 MONITORING/RECURRING	258.30			34374	N D 001.4342.020.003
147181	03/28/14	JOHNNY ALLEN TENNIS	11772 INST. TENNIS 3/4-3/27	727.60				M D 001.4420.020.000
147182	03/28/14	JT INDUSTRIES	10925 PORTABLE EMUSION SP	3,811.35			J T I10039	N D 001.4341.033.000
147183	03/28/14	KASON/CECILIA	.00015 DEPOSIT RFND/SENIOR C	500.00				N D 001.341.002
147184	03/28/14	KINDER/BETSY	.00004 REFUND/HARVEST TIME	47.50				N D 001.367.002
147185	03/28/14	KJ SERVICES ENVIRONM	10790 COMM NEWS ADVERTISEME	400.00			8040	M D 001.4190.460.041
147186	03/28/14	KRUEGER INTERNATIONAL	11804 ARMCHAIRS	4,783.36			13311071	N D 001.4412.041.000
147187	03/28/14	L.A. CO. AGRICULTURA	10143 JAN/14 WEED CONTROL	309.87			1409J	N D 001.4341.024.020
147188	03/28/14	L.A. CO. DEPT OF PUB	14297 FEB-TRAFFIC SIGNAL MAI	54.46			14031007131	N D 007.4345.020.002
147188	03/28/14	L.A. CO. DEPT OF PUB	14297 FEB-TRAFFIC SIGNAL MAI	44.39			14031007131	N D 007.4345.022.001
147189	03/28/14	L.A. CO. DEPT OF PUB	14304 REPAIR PROXIM RADIOS	121.41			*CHECK TOTAL	N D 007.4345.020.002
147189	03/28/14	L.A. CO. DEPT OF PUB	14304 FOOTHILL BLVD/SD W	36,217.42			INI40000847	N D 012.210.001
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	350,886.00			*CHECK TOTAL	N D 012.210.001
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	37,974.66			143218NH	N D 001.4210.020.006
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	18,987.33			143218NH	N D 001.4210.020.012
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	4,815.88			143218NH	N D 001.4210.020.008
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	6,872.08			143218NH	N D 001.4210.020.012
147190	03/28/14	L.A. COUNTY SHERIFF	FEB/CONTRACT SERV	16,783.22			143218NH	N D 001.4210.020.014
147190	03/28/14	L.A. COUNTY SHERIFF	S.T.A.R. DEPUTY SERV	453,492.72			143287FN	N D 001.4210.020.019
147191	03/28/14	LA VERNE POWER EQUIP	11666 BAR & CHAIN WOODCUTTE	107.88			41882	M D 001.4414.015.000
147192	03/28/14	LA VERNE/CITY OF	13976 SAN DIMAS COST SHAR	4,239.52			1642533	N D 001.4341.024.020
147193	03/28/14	LANCASTER/KATHLEEN	10923 INST. 360 FITNESS MAR	244.80				M D 001.4420.020.000
147194	03/28/14	LAWRENCE ROLL-UP DOO	10436 YARD GATE REPAIR	244.70			1419479	N D 001.4342.020.003
147195	03/28/14	LIFT TEK	10249 SUPPLIES	457.74			A12269	M D 001.4342.031.000
147195	03/28/14	LIFT TEK	10249 WINDEX	92.34			A12276	M D 001.4342.031.000
147196	03/28/14	LOWE'S HOME IMPROVEM	10479 FLAT STEEL CONTR	44.36			*CHECK TOTAL	N D 001.4342.031.000
147196	03/28/14	LOWE'S HOME IMPROVEM	10479 PORTER CABLE	81.80			01738	N D 001.4410.041.000
147196	03/28/14	LOWE'S HOME IMPROVEM	10479 PORTER CABLE	81.80			02071	N D 001.4410.041.000

WARRANT DATE VENDOR  
BANK OF AMERICA

Disbursement Journal

DESCRIPTION AMOUNT

F 9 S ACCOUNT

CLAIM INVOICE

PO#

147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	CONCRETE MIX	73.53	02306	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	PALLET CHAR	13.46	02309	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	MISC. HARDWARE	376.70	02313	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	MISC. HARDWARE	62.83	02516	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	UTILITY 10 FT	14.20	09153	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	RED OAK BOARD	396.88	09153	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	OPERATIONAL SUPPLIES	33.00	09153	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	RETURN-CASHER ERROR	18.92	09833	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	STAGE REPAIR SUP	31.36	10244	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	RETURNTURN BRAD NAIL	24.36	10244	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	HEX LOCK SAVER II	31.69	10244	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	SYSTEM SAYER	1,046.78	60673	D	001.4341	033.000
147196	03/28/14	LOWE'S HOME IMPROVEM	HOME	MULTICOLOR MINT	1,046.78	60673	D	001.4341	033.000
147197	03/28/14	MADDOX ORTHODONTICS		REIMB BL FEES 7 YEA	3,088.45	*CHECK TOTAL	N	001.315	001
147198	03/28/14	MARCELL/FRAN		REFUND/HARVEST TIME	47.50		N	001.367	002
147199	03/28/14	MARIPOSA LANDSCAPES		FEB/14 QTYL MAINTENAN	965.00	63208	N	075.441	020.000
147199	03/28/14	MARIPOSA LANDSCAPES		FEB/14 EXTRA WORK	588.00	63209	N	075.441	020.000
147199	03/28/14	MARIPOSA LANDSCAPES		QTYL LANDSCAPE MAIN	5,778.50	63210	N	075.441	020.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	188.57	38655	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	83.93	38675	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	213.77	38681	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	4.58	38681	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	83.38	38681	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	100.90	38681	N	008.441	033.000
147200	03/28/14	MARSAN TURF & IRRIGA	IRRIG.	IRRIG. SUPPLIES	397.16	38681	N	008.441	033.000
147201	03/28/14	MATHISEN OIL COMPANY		REGULAR GASOLINE	3,588.83	3116450	N	001.4342	011.001
147201	03/28/14	MATHISEN OIL COMPANY		DIESEL FUEL	4,678.79	3116451	N	001.4342	011.001
147202	03/28/14	MC LAY SERVICES INC		MAR PREVENTATIVE MAIN	105.00	INV 6144	N	053.4410	023.000
147202	03/28/14	MC LAY SERVICES INC		MAR/14 PREV. MAINTENAN	699.00	50339	N	003.4410	013.000
147202	03/28/14	MC LAY SERVICES INC		PREV. MAINT SEPT-OCT	299.00	50339	N	001.4430	013.000
147203	03/28/14	MIDWEST ENVIRONMENTA		MARCHANT DRYWALL DEMO	622.00	C144-032.01	N	012.4412	041.001
147204	03/28/14	MILLER/BEVERLY		SENIOR BOUTIQUE	14.40		M	001.4420	013.009
147205	03/28/14	MONTROSE INC		REPAIR TO CAMERA 4	270.00	25124	N	001.4190	038.001
147206	03/28/14	NEXTECH		LANELIGHT REPLACEMENT	1,155.40	NEX14-47	N	001.4341	033.000

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
147207 03/28/14	NKS MECHANICAL CONTR	10756 CC2013-04 HVAC UPG	16,034.50				N D 053.4410.041.000
147207 03/28/14	NKS MECHANICAL CONTR	10756 CC2013-04 HVAC UPG	30,424.75				N D 012.4412.041.001
			46,500.25	*CHECK TOTAL			
147208 03/28/14	NRG DANCE AND CHEER	12264 CHEER COMP 4/12 & 5	3,600.00				N D 110.213.148
147209 03/28/14	ONTARIO REFRIGERATIO	14880 MAR-MAINT. SERVICE	2,660.00		143149		N D 001.4410.015.000
147210 03/28/14	ORIENTAL TRADING COM	14885 CRAFT SUPPLIES	53.78		662303252-01		N D 001.4420.033.000
147211 03/28/14	PERS PUBLIC AGENCY C	10845 PERS PAC MEMB RENEW	1,000.00		5403		N D 001.4150.016.000
147212 03/28/14	PETERS/J. KAPONO	.00006 REFUND/FLAG FOOTBALL	90.00				N D 001.367.001
147213 03/28/14	PITNEY BOWES INC	15095 4/1-6/30/14 RENT	258.34		787599		N D 001.4190.019.000
147214 03/28/14	PLUMBING WHOLESALE O	15093 SLOAN CLOSET KITS	93.11		925234		N D 001.4410.033.000
147215 03/28/14	POOL & ELECTRICAL PR	11151 FOUNTAIN MAINT.	102.41		07298113		N D 001.4410.033.000
147216 03/28/14	PRUDENTIAL OVERALL S	15632 MATS	22.53		20814349		N D 001.4430.018.000
147216 03/28/14	PRUDENTIAL OVERALL S	15632 MATS	22.53		20817692		N D 001.4430.018.000
147216 03/28/14	PRUDENTIAL OVERALL S	15632 MATS	22.53		20821923		N D 001.4430.018.000
147216 03/28/14	PRUDENTIAL OVERALL S	15632 MATS	90.12		20824922		N D 001.4430.018.000
147217 03/28/14	Q PRESS	11124 SPRING/2014 FRONTIER	683.00		2014059		M D 072.4120.016.000
147217 03/28/14	Q PRESS	11124 SPRING/2014 FRONTIER	8,426.61		2014059		M D 001.4190.010.004
147218 03/28/14	QUALITY INSTANT PRIN	15661 BUSINESS CARDS/L. BACA	65.40		31658		N D 001.4210.018.000
147219 03/28/14	QUINTANAR/ELIZABETH	11540 MILEAGE REIMB FEB/14	20.16				N D 001.4150.012.000
147220 03/28/14	RADIANT WATER INC	15682 APRIL/14 SOFT WATER	25.00				N D 001.4430.019.000
147221 03/28/14	REEDY/ALISON	.00016 REFUND FLAG FOOTBALL	105.00				N D 001.367.001
147222 03/28/14	REIMER/KATYA	10154 SUNSHINE GEN. MARCH/1	283.50				M D 001.4420.020.000
147223 03/28/14	REMAC TRANSMISSION IN	15748 TRANSMISSION SERVICE	120.00		8282		N D 001.4342.020.001
147223 03/28/14	REMAC TRANSMISSION IN	15748 TRANSMISSION SERVICE	163.50		8282		N D 001.4342.011.000
			283.50	*CHECK TOTAL			
147224 03/28/14	RESERVE ACCOUNT	15392 APR/14 POSTAGE BY P	1,500.00				N D 001.4190.017.000
147225 03/28/14	RIGHT OF WAY INC	12433 SIGNS	125.90		12683		N D 001.4345.033.000
147225 03/28/14	RIGHT OF WAY INC	12433 CUSTOMSTICKER EG	19.62		12706		N D 001.4341.033.000
			145.52	*CHECK TOTAL			





WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA							
147240	03/28/14	SOUTHERN CALIF ED ISO	80,452.63				N D 007.4341.022.001
147240	03/28/14	SOUTHERN CALIF ED ISO	237.05				N D 007.4341.022.001
147240	03/28/14	SOUTHERN CALIF ED ISO	190.20				N D 007.4341.022.001
147240	03/28/14	SOUTHERN CALIF ED ISO	431.40				N D 007.4341.022.001
147240	03/28/14	SOUTHERN CALIF ED ISO	178.57				N D 007.4341.022.001
147240	03/28/14	SOUTHERN CALIF ED ISO	82,733.22	*CHECK TOTAL			N D 007.4341.022.001
147241	03/28/14	SPRINT	305168814 1/26-2/25/1	199.96	305168814-075		N D 001.4190.020.034
147242	03/28/14	STATE WIDE MECHANICA	ANNUAL EQUIP SERVICE	755.43	56575		N D 001.4430.015.000
147243	03/28/14	STEVENS/LARRY	REIMB REGISTRIST CALED	695.00			N D 001.4309.021.000
147244	03/28/14	SUPERIOR PAVEMENT MA	STREET STRIPING/MAR 3,	777.95	5064		N D 001.4345.020.000
147245	03/28/14	SUTTON/JAN	MILEAGE REIMB 1/31-3/1	15.68			N D 001.4309.012.000
147246	03/28/14	TIME WARNER CABLE	CABLE 3/10/11-4/10/ 2,	052.09			N D 001.4190.020.006
147247	03/28/14	TOLLY INC	MARCH-LANDSCAPE SER 1,	230.80	15281		N D 003.4410.023.000
147248	03/28/14	TOMLIN/SETSUKO	REFUND/HARVEST TIME	95.00			N D 001.367.002
147249	03/28/14	TOYOTA MOTOR CREDIT	APR/14 RAV4 ELEC. VEH	327.00			N D 071.4190.041.006
147250	03/28/14	TUCKER & SON INC/ J	LEATHER PALM SAFTEY CU	32.70	82996		N D 001.4410.033.000
147251	03/28/14	UNITED ROTARY BRUSH	M/B MATERIAL KIT/REC	658.03	278874		N D 001.4342.011.002
147251	03/28/14	UNITED ROTARY BRUSH	G/B MATERIAL KIT/REC	114.03	278946		N D 001.4342.011.002
147251	03/28/14	UNITED ROTARY BRUSH	MATERIAL KITS/RECOND	228.19	279020		N D 001.4342.011.002
				1,000.19	*CHECK TOTAL		
147252	03/28/14	VALLEY TROPHY	YOUTH BSKTBALL TROPHI	658.90	19656		M D 001.4420.034.003
147252	03/28/14	VALLEY TROPHY	SHERIFF VOLUNTEER PLA	218.00	19671		M D 001.4110.021.000
147253	03/28/14	VERIZON	1250086028 INTERNET	129.99			N D 001.4190.020.034
147253	03/28/14	VERIZON	1127771672 INTERNET	179.98			N D 001.4190.020.034
				44.58	*CHECK TOTAL		
147254	03/28/14	VERIZON CALIFORNIA	909-445-8210	44.58			N D 001.4410.022.003
147254	03/28/14	VERIZON CALIFORNIA	909-599-7563	46.00			N D 001.4410.022.003
147254	03/28/14	VERIZON CALIFORNIA	909-592-2830	175.57			N D 001.4430.022.003
147254	03/28/14	VERIZON CALIFORNIA	1003-082-INTERNET	49.94			N D 001.4190.020.034
147254	03/28/14	VERIZON CALIFORNIA	909-097-3010	50.74			N D 008.4414.022.003
147254	03/28/14	VERIZON CALIFORNIA	909-592-0732	514.93			N D 001.4411.022.003

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
147255	03/28/14	WALCZAK/BEVERLY	17178 INST. KARATE MARCH/14	726.18				M D 001.4420.020.000
147256	03/28/14	WALCZAK/JEROME	17180 INST. KARATE MARCH/14	726.18				M D 001.4420.020.000
147257	03/28/14	WALTERS WHOLESALE EL	10860 ELECTRICAL ITEMS	319.00		2382180-00		N D 008.4414.033.000
147257	03/28/14	WALTERS WHOLESALE EL	10860 SUPPLIES/PARTS	391.11		2382180-00		N D 001.4342.033.000
						*CHECK TOTAL		
147258	03/28/14	WATER STUDIO INC	10851 UNDERWATER LIGHT	16.00		7330		N D 001.4410.015.000
147259	03/28/14	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	311.04		5232255		N D 001.4430.033.000
147259	03/28/14	WATERLINE TECHNOLOGI	10242 CASSETTE	209.37		5232255		N D 001.4430.033.000
147259	03/28/14	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	200.32		5232255		N D 001.4430.033.000
						*CHECK TOTAL		
147260	03/28/14	WEST COAST ARBORISTS	12070 FEB- TREE MAINTENA 14,	411.10		94698-A		N D 008.4415.020.008
147261	03/28/14	WESTERN ENVIRONMENTA	10319 CLEAN WASH RACK PIT	400.00		18257		N D 001.4341.028.000
147261	03/28/14	WESTERN ENVIRONMENTA	10319 CLEAN WASH RACK PIT	800.00		18257		N D 001.4341.028.000
						*CHECK TOTAL		
147262	03/28/14	XEROX CORPORATION	17425 6204CP COPIER W/O SRVR	42.75		701730661		N D 001.4190.015.000
147262	03/28/14	XEROX CORPORATION	17425 WC7428P PRINTER	152.21		701730661		N D 001.4190.015.000
						*CHECK TOTAL		
147263	03/28/14	ZALLO/ROBERT W	12267 INST. TAI CHI MARCH/1	163.20				M D 001.4420.020.000
BANK OF AMERICA								
				TOTAL				821,826.47

ACS FINANCIAL SYSTEM  
03/19/2014 14:45:13  
WARRANT DATE VENDOR  
REPORT TOTALS:

DESCRIPTION      Disbursement Journal  
AMOUNT  
821,826.47

CITY OF SAN DIMAS  
GL540R-V07.24 PAGE 13  
F 9 S ACCOUNT  
PO#

CLAIM INVOICE

RECORDS PRINTED - 000396

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL FUND	584,079.61
003	WALKER HOUSE LLC FUND	3,039.69
007	CITY WIDE LIGHTING DISTRICT	84,333.02
008	LANDSCAPE PARCEL TAX	76,973.17
020	INFRASTRUCUTURE DEVELOPEMENT	4,420.22
027	COMMON CENTER PARK DEVELOPEMENT	431.40
034	CIVILIC CENTER PARK 1	1,582.35
034	HOUSING AUTHORITY 2 - OPERATIO	31,029.35
053	GOLF COURSE MAINTENANCE	4,384.87
071	AIR QUALITY MANAGEMENT DIST	4,387.26
072	PROBATIONAL MAINTENANCE DIST	10,676.26
110	LANDSCAPE MAINTENANCE DIST	
110	TRUST AND AGENCY	
	TOTAL ALL FUNDS	821,826.47

BANK	NAME	DISBURSEMENTS
CHEK	BANK OF AMERICA	821,826.47
	TOTAL ALL BANKS	821,826.47



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of March 25<sup>th</sup>, 2014*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Debra Black, Deputy City Clerk

**Subject:** Resolution No. 2014-16, A Resolution of the City Council of the City of San Dimas Adopting a Standardized Conflict of Interest Code for Designated Employees of the City of San Dimas

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The City is required to review how the Conflict of Interest Code is applied to city officials, employees and service providers.

Staff recommends adoption of Resolution No. 2014-16.

## **DISCUSSION**

Every two years the City is required to review how the Conflict of Interest Code is applied for city officials, employees, and those that provide city services. We have reviewed our Code and determined that our current designations are compliant with the Political Reform Act requirements.

## **RECOMMENDATION**

Staff recommends adopting Resolution No. 2014-16.

Respectfully submitted

Debra Black, Deputy City Clerk

Attachment: Resolution No. 2014-16

## **RESOLUTION NO. 2014-16**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING A STANDARDIZED CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES OF THE CITY OF SAN DIMAS**

**WHEREAS**, the Political Reform Act of 1974, California Government Code Sections 87300-87313, requires that government entities in the State of California adopt Conflict of Interest Codes; and

**WHEREAS**, In 1980 the City of San Dimas adopted a Conflict of Interest Code, including procedures for filing Statements of Economic Interests as stated therein; and

**WHEREAS**, from time to time it is necessary to amend the list of Designated Positions and Disclosure Categories, because of the establishment and deletion of City positions, and additions and amendments to State laws, regulations or interpretations thereof; and

**WHEREAS**, the Mayor, City Council, City Manager, City Attorney, City Treasurer and members of the Planning Commission are required to file Statements of Economic Interests under State Government Code Sections 87200-87210.

**WHEREAS**, the City Council last adopted the terms of 2 Cal. Adm. Code Section 18730 in September of 2010. State law requires that the Council review the Conflict of Interest Code in even numbered years.

#### **BE IT NOW THEREFORE RESOLVED THAT:**

1. The terms of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with the attached Appendices in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the City of San Dimas.
2. This Resolution supersedes that previous Resolution No. 10-50 which adopted a Conflict of Interest Code for designated employees in the City of San Dimas.
3. The City Clerk shall certify the adoption of this Resolution.

Passed, approved and adopted this 25<sup>th</sup> day of March 2014.

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

ATTEST:

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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 March 25<sup>th</sup>, 2014.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Debra Black, Deputy City Clerk

## APPENDIX A

### DESIGNATED POSITIONS

DESIGNATED EMPLOYEES	CATEGORIES
<u>Administrative &amp; Finance</u>	
Assistant City Manager	1,2,3,4,5,6,7
Assistant City Attorney	1, 2, 6
Finance Manager	1, 2, 5, 7
IS Applications Analyst	1, 2, 6, 7
Consultants*	1, 2, 6
<u>Parks &amp; Recreation</u>	
Parks & Recreation Director	1, 2, 6, 7
Recreation Services Manager	2, 4, 7
Facilities Manager	2, 4, 7
Landscape Maintenance Manager	2, 4, 7
<u>Public Works</u>	
Public Works Director	1, 2, 3, 4, 6, 7
Senior Engineer	1, 2, 3, 4, 6, 7
Public Works Maintenance Superintendent	2, 4, 7
Associate Engineer	1, 2, 3, 4, 6, 7
<u>Development Services</u>	
Assistant City Manager of Community Development	1, 2, 3, 4, 6
Senior Planner	1, 2, 3, 4, 6
Associate Planner	1, 2, 3, 4, 6
Assistant Planner	1, 2, 3, 4, 6
Code Compliance Officer	1, 2, 3, 4, 6
Building & Safety Superintendent	1, 2, 3, 4, 6, 7
Building Inspector	1, 2, 3, 4, 6

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\* With respect to Consultant, the City Manager may determine in writing that a particular Consultant is hired to perform a range of duties that are limited in scope, and thus the requirements described in these categories. Such determination shall include a description of the Consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The determination shall be retained by the City Manager as filing officer. Nothing herein excuses any Consultant from any other provisions of this Code.

## APPENDIX B

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and management positions in, and sources of income from, all business entities that do business or own real property in the City, plan to do business or own real property in the City within the next year or have done business or owned real property in the City within the past two years.

Category 2: All interest in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the City.

Category 3: All investments and management positions in, and sources of income from, business entities subject to the regulatory, permit, or licensing authority of the Designated Employee's Department, will be subject to such authority within the next year or have been subject to such authority within the past two years.

Category 4: All investments in, and sources of income from, business entities that are engaged in land development, construction of the acquisition or sale of real property in the City, plan to engage in such activities in the City within the next year or have engaged in such activities in the city within the past two years.

Category 5: All investments and management positions in and sources of income from, business entities that are banking, savings and loan or other financial institutions.

Category 6: All investments and management positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type purchased or leased by the City.

Category 7: All investments and management positions in, and sources of income from business entities that provide services, supplies, materials, machinery or equipment of a type used or administered by the Designated Employee's Department.



**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
**TUESDAY, FEBRUARY 25, 2014 5:00 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**CONFERENCE ROOM**  
**245 E. BONITA AVENUE**

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**PRESENT:**

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

City Manager Blaine Michaelis  
Assistant City Manager Ken Duran  
City Attorney Ken Brown  
Assistant City Manager for Community Development Larry Stevens  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns  
Finance Manager Barbara Bishop

**1. CALL TO ORDER**

Mayor Morris called the Special City Council Meeting to order at 5:00 p.m.

**2. ORAL COMMUNICATIONS**

- a. Members of the Audience

None.

**3. STUDY SESSION – Mid-Year 2013-14 Budget Review; FY 2014-15 Budget Preparation**

City Manager Michaelis reported that the Study Session will consist of a mid-year budget report and discussion of objectives for the 2014-15 budget preparation.

Assistant City Manager Duran provided an overview of his mid-year budget report staff report.

Mr. Duran referenced the capital projects update lists which provide a status report on capital projects that were approved with the 2013-14 budget.

Mayor Morris asked how the City shows depreciation on capital assets and whether or not we track the amount of spending on assets to actual depreciation. Manager Bishop explained the depreciation schedule and process used in calculating depreciation.

Mr. Duran discussed some of the budget related topics for the Administration Department. He reported that staff is still evaluating the best arrangement for the management of the City's government access channel. He provided the Council with the news PERS rate for next year and the potential future impacts for changes to the actuarial assumptions recently adopted by PERS. He also reported that staff will be

presenting a report in the near future regarding potential adjustments to the Dial-a-Cab program to address escalating costs.

Mr. Michaelis reported that staff continues to evaluate the level of service in the Sheriff's contract and it doesn't look like there will be a recommendation for any changes at this time. Councilmember Templeman requested the Council be provided periodic reports on the activities of the CAT team.

Councilmember Ebiner asked how the new arrangements with the City Clerk functions are working out. Mr. Duran explained how the City Clerk duties have been divided up and that the arrangement is working well at this time. Councilmember Templeman inquired about electronic Form 700 filing. Mr. Duran responded that staff is currently talking with a vendor about electronic filing services.

Director Bruns distributed a status report on current year capital improvement projects. She also reviewed a spreadsheet of potential projects and priorities for each park and facility that was previously reviewed by the Parks and Recreation Commission. She reported that staff will be looking at a comprehensive plan for upgrades to Marchant Park and that a significant amount of Quimby fees are expected next year that could be used for those improvements. She described other potential park and facility improvements from the project list.

In response to a question Ms. Bruns stated that staff is still reviewing options for playground equipment replacement at Via Verde Park, however, it is a difficult project due to grade differences of the playground area.

Councilmember Ebiner asked how the City could fund all inclusive handicap playgrounds. Ms. Bruns responded that all the playgrounds meet ADA compliance and added that the cost of an all-inclusive handicap playground would come from the typical funding sources. Councilmember suggested that it would be good to have the numbers for that type of playground to compare.

Councilmember Badar commented that he has heard from some people that they would like lighting on the Via Verde Park walking path. Ms. Bruns responded that the difficulty is that the level of lighting to light the path for night usage would be much greater than just for safety and may be too intense. She added she has some recent information on some solar lighting but is not sure if that would be adequate.

Ms. Bruns reported that a project to remove the dead oleander bushes on San Dimas Canyon Road will begin March 11<sup>th</sup> and a request for funding to replace them will be included in next year's budget. She also reported that staff is evaluating projects to reduce the amount of turf in some of the median islands.

Mr. Stevens reported that at the next Council meeting staff will be recommending some adjustments and reallocation to the CDBG programs due to some excess funds that have become available.

Mr. Stevens reported that the City has been awarded a SCAG grant to complete the specific plan study of the downtown and staff may also look into a Metro grant for planning around stations.

Mr. Stevens reported that staff is looking to replace the building permit software which also may allow for better project tracking and reporting. He added that staff has been working on conducting ADA evaluations of all facilities and may request funding to provide contract assistance to complete the evaluations.

Mr. Stevens reported that based upon the success of the façade improvement program there have been a few inquiries from other businesses that may want assistance with other upgrades such as lighting, and staff is looking at options. He added that staff is also looking at some interim lighting options.

Councilmember Ebner asked if there is anyone on staff who has been designated as the downtown specialist focusing on downtown development. Mr. Michaelis responded that all staff adds input into ideas for the downtown. Councilmember Ebner responded that he feels that someone should be appointed to specifically advocate for the downtown.

There were comments and discussion on the success of the façade improvement projects. Councilmember Templeman commented that it would better to have outdoor dining adjacent to the building instead of across the sidewalk. There was discussion on considering some type of program to provide some financial assistance for improvements like the façade program.

Director Patel reviewed the current capital projects status report. He commented that the Lone Hill improvement project timing has been adjusted to complete the street improvement work in the summer and the intersection after Labor Day. He added that the Foothill bridge widening project is scheduled to begin next year.

Mr. Patel described that there are several super projects that will be considered for design funding next year with the construction planned for FY 16-17 that could total over \$3 million dollars.

Mr. Patel reported that the MS4 plan is nearing completion and will be presented to the Council for approval before June. He added that based upon the work plan identified in the report there will be a need to fund some projects next year.

Mr. Patel on the plan to continue with the replacement of the street lights in the town core with the nostalgic lights. Mayor Morris commented that he has noticed that the streets with the nostalgic lights are darker than the other streets. Mr. Patel responded that he will verify that the lights meet the necessary lighting requirements or see if there is a different lamp option.

Mr. Patel reviewed other capital projects being considered for next year's budget.

#### **4. ADJOURNMENT**

The Study Session adjourned at 6:40 p.m.



**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
**TUESDAY, MARCH 11, 2014 5:30 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**CONFERENCE ROOM**  
**245 E. BONITA AVENUE**

---

**PRESENT:**

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

City Manager Blaine Michaelis  
Assistant City Manager Ken Duran  
City Attorney Ken Brown  
Assistant City Manager for Community Development Larry Stevens  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns

**1. CALL TO ORDER**

Mayor Morris called the Special City Council Meeting to order at 5:35 p.m.

**2. ORAL COMMUNICATIONS**

- a. Members of the Audience

None.

**3. Walker House Food Concession – Meet with Chris Felippa owner of Luca Bella Fine Foods**

Mr. Duran referenced his staff report regarding the process of accepting proposals for the food concessionaire at the Walker House and the proposal from Chris Felippa. He introduced Mr. Felippa and stated that the purpose of the meeting was for Mr. Felippa to present his proposal and answer questions.

Mr. Felippa provided his background and restaurant experience and a brief summary of his proposal.

Councilmember Badar expressed that he wants to make sure that the prices would be affordable for families. Mr. Felippa described the price ranges he is considering and added that he considers fine dining have to do with atmosphere and not necessarily pricing.

In response to a question Mr. Felippa commented that he would be obtaining a full liquor license and would have a lounge located in the parlor. In response to another question he stated that he views the use of the patio as a big draw and would plan to utilize it for daily dining and special events. In response to another question he stated that he intends to keep his current operation in Glendora, which will be moving to a new location soon, in addition to the Walker House. He elaborated on how he plans to share his time between the two locations.

In response to a question regarding offering early bird specials Mr. Felippa commented that he plans on offering specials and special event evenings.

Mayor Pro Tem Bertone asked what role the individuals whose resumes were included in the proposal would play. Mr. Felippa responded that Mr. Rasi currently works with him and he would be the Chef de Cuisine and Ms. Major would work the front of house.

Councilmember Badar asked about the type of menu and his concern that it is not just Italian. Mr. Felippa described the menu fare as California cuisine with the essence of Italian. He described some typical dishes as examples.

In response to a question Mr. Felippa described how he envisions the uses and activities for each of the rooms. He added that he plans on moving all of his catering operations to the Walker House. In response to a question he stated that he currently has 10 to 30 catering jobs per month, everywhere from Temecula to Malibu.

Councilmember Ebiner asked if private parties would impact the restaurant dining being open. Mr. Felippa explained how he would balance the two and that he would not close the restaurant for private functions.

Councilmember Badar asked how he would interact with the other community groups in the building. Mr. Felippa responded that would partner with them and hopefully piggyback on their activities.

In response to a question regarding his desire for modifications to the building Mr. Felippa stated that he does not see any need to modify anything on the interior of the building. He added that he would like to have patio furniture to allow for outside dining. In response to another question he commented that his intention is to be open 7 days a week for lunch and dinner and offer brunch on the weekends.

Mr. Felippa commented that he understands that the arrangement would not be a lease but a concessionaire agreement, but his desire would be for an initial 5 year term with a year option. He added that the 5 years would provide him some guarantee for his investment.

In response to a question on how long it would take him to be ready to open he stated that the longest process would be obtaining the liquor license from the ABC and that could be 30 to 90 days. Director Bruns also commented that the City is working on a plan to paint the exterior of the building. There was discussion on the timeline and potential impacts of that process.

Councilmember Badar asked what signage Mr. Felippa needs. He responded that the name he is considering is Luca Bella at the Walker House and understands that he could add a sign to the monument sign.

In response to a question regarding the number of staff he described his staffing ratios.

Mayor Morris thanked Mr. Felippa for his answers and explained that the City Council has a closed session planned for later this evening to provide staff direction on further negotiations on a potential Agreement.

#### **4. Receive Information and Provide Direction on City Attorney Selection Process**

Mr. Michaelis reviewed the staff report which provided background on the requirements and appointment options by the City Council to appoint a City Attorney. He added that staff's recommendation is that the City Council conduct a Request for Proposals process to accept proposals from interested parties, including Assistant City Attorney Mark Steres and his firm. In response to a question he stated that staff

would recommend sending the RFP to a short list of firms but be open to accepting proposals from all interested parties. Mr. Michaelis added that the process could take 2 to 3 months and the Council may want to consider appointing Mr. Steres as interim City Attorney until the process is completed. There was discussion on the timing of the process. Mr. Brown commented that he respects the process the City Council is considering and stated he realizes that it would help for him to give a firm date for his retirement; and stated that would be May 1<sup>st</sup>.

Mayor Morris commented that since Mr. Steres is currently the Assistant City Attorney there would be no need to make a formal appointment as interim, he would just continue as Assistant until a final decision is made. Mr. Brown added that the firm has a different billing model than his prior firm and that they would propose and different arrangement.

In response to a question regarding the screening and interview process Mayor Morris stated that the selection is an important decision and he feels that the full Council should be involved in the process not just a sub-committee.

Mayor Morris summarized that it is the consensus of the Council to begin an RFP process to solicit proposals for City Attorney services and that from the date that Mr. Brown officially retires; Mr. Steres will assume the role until the conclusion of the RFP process.

#### **4. ADJOURNMENT**

The Study Session adjourned at 6:50 p.m.



**MINUTES**  
**REGULAR CITY COUNCIL/  
SUCCESSOR AGENCY MEETING**  
**TUESDAY, MARCH 11, 2014, 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

**STAFF:**

City Manager Blaine Michaelis  
City Attorney Ken Brown  
Assistant City Manager for Community Services Larry Stevens  
Assistant City Manager for Administrative Services Ken Duran  
Director of Parks & Recreation Theresa Bruns  
Director of Public Works Krishna Patel  
Deputy City Clerk Debra Black  
Administrative Aide Ann Garcia

**1. CALL TO ORDER FLAG SALUTE**

Mayor Morris called the meeting to order and led the flag salute at 7:02 p.m.

**2. PRESENTATIONS**

- HEROES Banner presentation to Justin Mc Ketrick
- Bonita Unified School District 2013 California Business for Educational Excellence School Districts Honor Roll

**Mayor Morris** read the City Proclamation presented to Justin Mc Ketrick and joined him for the presentation of his HEROES Banner.

**City Manager Blaine Michaelis** introduced Gary Rapkin School Superintendent and Board of Education Members Patti Latourelle, Diane Koach, Chuck Coyne and Jim Elliott. He then read a summary of the recognition they received from the California Business for Education Excellence.

**Mayor Morris** presented each of the members with a City Coffee Cup and invited comments.

**Diane Koach** thanked the City for their recognition and partnership.

**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 and ask 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) **Kassidy Cuccia-Aguirre** ASB President San Dimas High School provided updates on recent and upcoming student activities.
- (2) **Amy Crow** San Dimas Library Manager provided updates on recent and upcoming activities planned at the library.
- (3) **Margie Green** Chamber of Commerce Member announced the upcoming Toast of the Town event.
- (4) **Caryol Smith** with Friends of the Dog Park thanked staff for a job well done on the Dog Park.

**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.)

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

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

- a. **RESOLUTION NO. 2014-13**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTHS OF FEBRUARY AND MARCH 2014.
- b. Approval of minutes for regular City Council meeting of February 25, 2014 and Special Meeting February 5, 2014.
- c. Reject Claim for – Angie Torres
- d. **RESOLUTION NO. 2014-14**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING ITS INTENT TO REQUEST AUTHORIZATION TO ESTABLISH A “DEEMED” RETIREMENT SYSTEM PURSUANT TO SECTION 218(d) (6) OF THE FEDERAL SOCIAL SECURITY ACT COMPOSED OF MEMBERS OF THE CALPERS RETIREMENT SYSTEM DESIRING “MEDICARE-ONLY” COVERAGE.
- e. SGVCOG Updates

END OF CONSENT CALENDAR

**5. PUBLIC HEARING**

- a. Revision - Proposed CDBG Program FY 2014-15 Projected Use of Funds

**Administrative Aide Ann Garcia** presented staff's report with a recommendation to approve Revision of Proposed CDBG 2014-15 FY Use of Funds.

**Mayor Morris** opened the hearing for public comment. Seeing no one come forward the public hearing was closed.

**MOTION:** A motion was made by Councilmember Templeman, seconded by Councilmember Bertone to approve the recommendation of a revision to the Proposed CDBG 2014-15 Use of Funds. The motion carried unanimously.

## 6. OTHER MATTERS

- a. Request for Street Closure for Filming Permit

**Assistant City Manager Ken Duran** presented staff's report with a recommendation for approval of street closure.

**Councilmember Templeman** expressed concern for the Walker House and asked if something should be done to protect the house and grounds.

**Assistant City Manager Duran** answered that staff can attach conditions to the approval.

**Mayor Morris** invited the representative from the film company up to address Council.

**J.T. Panzarella** Locations Department for the film company gave brief outline of what the operations will entail.

**MOTION:** A motion was made by Councilmember Templeman, seconded by Councilmember Badar to approve the request for full closure of Second Street from San Dimas Avenue to Monte Vista and the north/south alley from First Street to Second Street. The motion carried unanimously.

## 7. SUCCESSOR AGENCY

- a. Update on Successor Agency and Oversight Board activities – Verbal Report

Nothing to report.

## 8. ORAL COMMUNICATIONS (Speakers are limited to five (5) minutes or as may be determined by the Chair.)

- a. Members of the Audience

No one came forward.

- b. City Manager

**City Manager Michaelis** announced the Mayor's Call In show for this week. He also announced that the city is aware of the landscaping issues at the post office and have made contact with representatives there.

- 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** reminded everyone to keep an eye out for mosquitos and to manage standing water properly.

**Councilmember Bertone** invited everyone to the Toast of the Town event next week.

## 9. ADJOURNMENT

The meeting adjourned to a closed session at 7:45 p.m. The next City Council meeting will be held on Tuesday, March 25, 2014, 7:00 p.m.

## 10. CLOSED SESSION (Pursuant to Government Code 54956.8)

a. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

**Property Transaction:** 299 East Foothill Blvd., San Dimas, CA 91773  
Consider the price and terms for the sale exchange or lease of the following

**City Negotiator:** Blaine Michaelis, City Manager

**Potential Purchaser of Property:** The Olson Company

b. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

**Property:** City owned property at 121 North San Dimas Avenue

**Negotiating Parties** Blaine Michaelis, City Manager  
**for City:** Ken Duran, Assistant City Manager  
J. Kenneth Brown, City Attorney

**For Concessionaire:** Chris Felippa, Lucca Bella Fine Foods

**Under Negotiations:** Terms and conditions for concession agreement

The closed session adjourned at 8:45 p.m. with no reportable action.

Respectfully submitted,

---

Debra Black, Deputy City Clerk



**CARL WARREN & COMPANY**

Claims Management and Solutions

March 10, 2014

TO: City of San Dimas

ATTENTION: Ken Duran, Assistant City Manager

RE: Claim : Sosa v. San Dimas  
Claimant : Christopher Sosa  
Member : City of San Dimas  
Date Rec'd by Mbr : 9/16/13  
Date of Event : 7/17/13  
CW File Number : 1867101 LMQ

Dear Ken:

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

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

Please include a Proof of Mailing with your rejection notice to the claimant. An exemplar copy of a Proof of Mailing is attached. Please provide us with a copy of the Notice of Rejection and copy of the Proof of Mailing. If you have any questions feel free to contact the assigned adjuster or the undersigned supervisor.

Very truly yours

CARL WARREN & COMPANY

*Richard D. Marque*

Richard D. Marque  
Supervisor

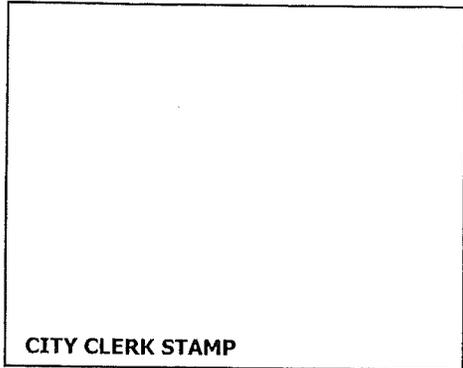
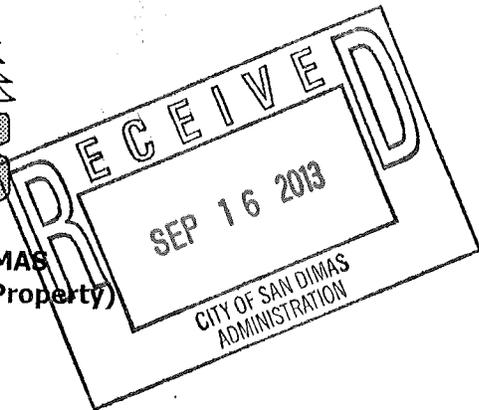
AN EMPLOYEE-OWNED COMPANY

770 S. Placentia Avenue | Placentia, CA 92870

P. O. Box 25180 | Santa Ana, CA 92799-5180

www.carlwarren.com | Tel: 714-572-5200 | 800-572-6900 | Fax: 866-254-4423

CA License No. 2607296



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

Received by \_\_\_\_\_ initials

Via

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

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

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

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

1. Name of Claimant Christopher Sosa
  - a. Address 806 Delancey Ave
  - b. City San Dimas Zip Code 91773
  - c. Telephone Number (909) 592-8438 d. Cell Number (909) 973-2976
  - e. Date of Birth 10-4-71 f. Drivers' license A3107199
  - g. e-mail: \_\_\_\_\_

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

3. Event or occurrence from which the claim arises:
  - a. Date 7/17/13 b. Time 9 (a.m.)/p.m.
  - c. Place (exact & specific location) At above residence, main drain backed up.

- d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage. (Use additional paper if necessary)
   
Rescue Rooter attempted to clean main line due to stoppage. Rescue Rooter snaked the drain & used a camera inspection. The camera inspection showed roots inside the drain.

- e. What particular action by the City, or its employees, caused the alleged damage or injury?
   
N/A to specific employee. The City planted trees on street approximately 7 yrs ago. The roots from the tree have invaded the main drain.

4. Give a description of the injury, property damage or loss, so far as is known at the time to this claim. If there were no injuries, state "no injuries".
   
- No injuries - Main sewage line will need to be replaced due to roots in the line.

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

City of San Dimas

6. Name and address of any other person injured:

N/A

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

Christopher Sosa, 806 Delancey Ave, San Dimas, CA 91773

8. Damages claims:

- a. Amount claimed as of this date: \$ 1053
- b. Estimated amount of future costs: \$ between 7 & 10 thousand!
- c. Total amount claimed: \$ 1053
- d. Basis for computation of amounts claimed  
(attach copies of all bills, invoices, estimates, etc.)

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

a. Rescue Rooter Tech Jesus P. 800 269-6942

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

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

- Please contact Rescue Rooter for results of camera inspection

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

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

Signed this 16 day of September, 2013  
at 1:34pm

Chris Sosa  
Claimant's signature



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of **March 25, 2014***

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

**Subject:** **Appropriation of Additional \$15,000 from General Fund to supplement the budgeted funds for Contract Public Works Inspection Services**

## Summary

*Staff is requesting the appropriation of an additional \$15,000 from the General Funds to supplement the budgeted funds for Contract Inspection Services for Public Works. The current budgeted amount will not cover the anticipated peak construction season the department is about to enter into this spring/summer.*

## BACKGROUND

In 2012, the dissolution of the Redevelopment Agency caused severe financial constraints to the City's finances which resulted in many losses like in annual property taxes revenue as well as a significant reduction in the City's staffing levels and other resources.

The Public Works Department's Engineering Division also experienced the elimination of its Public Works Inspector position which resulted in a substantial loss in hours available for accomplishing an efficient and productive daily work plan. To manage the programmed work load, operations, the prime day to day inspection services and the additional Public Works Inspector's responsibilities were reassigned to the two existing engineering staff members with a plan to supplement the programmed Capital Improvement Projects by retaining as needed contract inspectors project by project. The costs or funding for the contract inspections services were to be funded out of that specific Capital Improvement Project instead of general funds.

## DISCUSSION

Although, funding for contract inspection services being included in the budgets for each capital improvement project and an additional \$20,000 in the general funds are budgeted for FY 2013-14 for a contract inspection service to provide assistance during peak construction periods and/or other unexpected circumstances, it is apparent there is a daily increasing need for a public works inspector for both the public and increasing private projects. These inspections are requiring a large amount of on-site and off-site work. In addition, all the utility companies are reinvesting in their aging infrastructures which is creating an increase in utility work which needs more or

additional staff support beyond what can be managed by the department's staff engineers who are (and have been) augmenting the inspector position, which in turn is impacting the daily productivity, projects, program planning, ultimately and unfortunately affecting our service level.

During the mid-year budget session updates provided to the City Council on February 15, 2014, staff had appraised Council on the increasing Building permits, plan check fees, and planning fees. The resulting anticipated fees collected will exceed the 2013-14 budget estimates. Similarly, street permit fees collected through February 28<sup>th</sup> is almost \$26,000 and is \$6,000 higher than anticipated budget of \$20,000 (increase of 30%) which further supports the increase in work activity. The resulting anticipated street permit fees collected will certainly exceed the 2013-14 budget estimate.

While not shown, in Public Works revenue, another additional impact from this increase in building permits is a requirement for additional NPDES inspections (storm water permit compliance). Public Works must now inspect larger development projects at a minimum bi-weekly even outside of the wet season. When there are storms, the inspection requirement increases to pre, during and post event for each sizable rain event. Also, any NPDES violation now requires formal tracking including documentation and inspection of the mitigated site. The requirements for NPDES compliance inspections have dramatically increased since the new municipal storm water permit was adopted in December of 2012.

Therefore to continue with the programmed Public Works' projects and the daily increasing inspection work, Staff requests an appropriation of an additional \$15,000 to retain the contract inspection services until the end of this fiscal year.

**RECOMMENDATION**

Staff requests City Council consider approval of appropriating an additional \$15,000 from General Fund to supplement the budgeted funds for Contract Public Works Inspection Services.

Respectfully Submitted,



Krishna Patel  
Director of Public Works



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of March 25, 2014*

**FROM:** Blaine Michaelis, City Manager

**INITIATED BY:** Luis Torrico, Associate Planner

**SUBJECT:** Lot Line Adjustment 14-02  
A request to adjust the property boundaries for 912 Overland Court – APN: 8383-010-073 (Parcel 1) and 924 Overland Court – APN: 8383-010-074 (Parcel 2)

---

## **SUMMARY**

*The proposed Lot Line Adjustment will adjust the boundaries of 912 Overland Court (Parcel 1) and 924 Overland Court (Parcel 2) to incorporate existing parking spaces in Parcel 1 into Parcel 2.*

*Staff recommends approval of Lot Line Adjustment 14-02*

## **BACKGROUND**

Parcels 1 & 2 are located at the east end of Overland Court and are within Specific Plan 18 (SP-18), Area II – Corporate Office Park. Parcel 1 is vacant with the exception of parking that is utilized, via an existing easement, by tenants of Parcel 2. Parcel 2 is developed with an approximately 95,976 square foot existing office building. Both Parcels are owned by Western Corporate Federal Credit Union. The Parcels are now being sold and the owner would like to process the Lot Line Adjustment (LLA) to incorporate the parking spaces into Parcel 2.

The proposed LLA will not create any additional parcels. The adjusted boundaries will result in two parcels that comply with the minimum lot area measurements required by SP-18, Area II and provisions of SDMC 1724 Lot Line Adjustments.

LLA 14-02 will comply with Map Act Exclusion Section 66412.d of the Subdivision Map Act.

**RECOMMENDATION**

Staff recommends approval of Lot Line Adjustment 14-02.

Respectfully Submitted,



Luis Torrico  
Associate Planner

Attachments:     Aerial of Subject Site  
                      Proposed Lot Line Adjustment

Aerial of Subject Site



# EXHIBIT "A" LEGAL DESCRIPTION

SHEET 1 OF 2

## LEGAL DESCRIPTION OF EXISTING PARCELS

BEING PARCELS 1 AND 2 OF PARCEL MAP NO. 19425, IN THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 215, PAGES 44 AND 45 OF PARCEL MAPS, RECORDS OF LOS ANGELES COUNTY.

APN: 8383-010-073 AND 8383-010-074

## LEGAL DESCRIPTION OF PROPOSED PARCELS

### **PARCEL "1"**

BEING A PORTION OF PARCEL 1 OF PARCEL MAP NO. 19425, IN THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 215, PAGES 44 AND 45, OF PARCEL MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY CORNER OF SAID PARCEL 1, SAID POINT BEING ON THE RIGHT OF WAY LINE FOR THE CUL-DE-SAC OF OVERLAND COURT AS SHOWN ON SAID PARCEL MAP NO. 19425; THENCE DEPARTING SAID RIGHT OF WAY LINE AND ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL 1, SOUTH 28°07'42" EAST A DISTANCE OF 55.87 FEET; THENCE DEPARTING SAID LINE AND ALONG A LINE LYING 75.00 FEET NORTHERLY AND PARALLEL TO THE SOUTHERLY LINE OF SAID PARCEL 1, NORTH 89°44'48" EAST A DISTANCE OF 400.58 FEET TO THE EASTERLY LINE OF SAID PARCEL 1; THENCE ALONG A PORTION OF SAID EASTERLY LINE NORTH 12°44'07" WEST A DISTANCE OF 331.31 FEET TO AN ANGLE POINT; THENCE ALONG THE NORTHEASTERLY AND NORTHWESTERLY LINES OF SAID PARCEL 1, THE FOLLOWING COURSES: NORTH 39°57'33" WEST A DISTANCE OF 28.16 FEET AND SOUTH 51°32'38" WEST A DISTANCE OF 407.53 FEET TO A POINT ON THE RIGHT OF WAY LINE OF SAID CUL-DE-SAC OF OVERLAND COURT, SAID POINT BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 55.00 FEET, TO WHICH POINT A RADIAL LINE BEARS SOUTH 85°37'17" WEST; THENCE SOUTHWESTERLY ALONG SAID RIGHT OF WAY LINE AND SAID CURVE THROUGH A CENTRAL ANGLE OF 50°25'25" AN ARC LENGTH OF 48.40 FEET TO THE POINT OF BEGINNING.

HAVING AN AREA OF 2.024 ACRES MORE OR LESS.

# EXHIBIT "A" LEGAL DESCRIPTION

SHEET 2 OF 2

## PARCEL "2"

BEING ALL OF PARCEL 2, TOGETHER WITH A PORTION OF PARCEL 1 OF PARCEL MAP NO. 19425, IN THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 215, PAGES 44 AND 45, OF PARCEL MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY CORNER OF SAID PARCEL 1, SAID POINT BEING ON THE RIGHT OF WAY LINE FOR THE CUL-DE-SAC OF OVERLAND COURT AS SHOWN ON SAID PARCEL MAP NO. 19425; THENCE DEPARTING SAID RIGHT OF WAY LINE AND ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL 1, SOUTH 28°07'42" EAST A DISTANCE OF 55.87 FEET; THENCE DEPARTING SAID LINE AND ALONG A LINE LYING 75.00 FEET NORTHERLY AND PARALLEL TO THE SOUTHERLY LINE OF SAID PARCEL 1, NORTH 89°44'48" EAST A DISTANCE OF 400.58 FEET TO THE EASTERLY LINE OF SAID PARCEL 1; THENCE ALONG A PORTION OF THE EASTERLY LINE OF SAID PARCEL 1 AND ALONG THE EASTERLY LINE OF PARCEL 2 OF SAID PARCEL MAP NO. 19425 SOUTH 12°44'07" EAST A DISTANCE OF 298.79 FEET TO AN ANGLE POINT; THENCE ALONG THE EASTERLY, SOUTHERLY AND WESTERLY LINES OF SAID PARCEL 2, THE FOLLOWING COURSES: SOUTH 0°22'34" EAST A DISTANCE OF 90.81 FEET, SOUTH 16°19'07" WEST A DISTANCE OF 59.93 FEET, SOUTH 89°44'05" WEST A DISTANCE OF 472.16 FEET, NORTH 0°15'12" WEST A DISTANCE OF 421.10 FEET AND NORTH 28°07'42" WEST A DISTANCE OF 61.47 FEET TO A POINT ON THE RIGHT OF WAY LINE OF SAID CUL-DE-SAC OF OVERLAND COURT, SAID POINT BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 55.00 FEET, TO WHICH POINT A RADIAL LINE BEARS NORTH 12°18'06" WEST; THENCE NORTHEASTERLY ALONG SAID RIGHT OF WAY LINE AND SAID CURVE THROUGH A CENTRAL ANGLE OF 31°39'12" AN ARC LENGTH OF 30.39 FEET TO THE POINT OF BEGINNING.

HAVING AN AREA OF 4.747 ACRES MORE OR LESS

KNOWN ADDRESS 912 AND 924 OVERLAND COURT, SAN DIMAS, CA

APN: 8383-010-073 AND 8383-010-074

  
RANDAL L. STREETER  
RCE 20583, EXP. 12-31-2015



# EXHIBIT "B"

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	48.40'	55.00'	50°25'25"
C2	30.39'	55.00'	31°39'12"
C3	78.79'	55.00'	82°04'37"

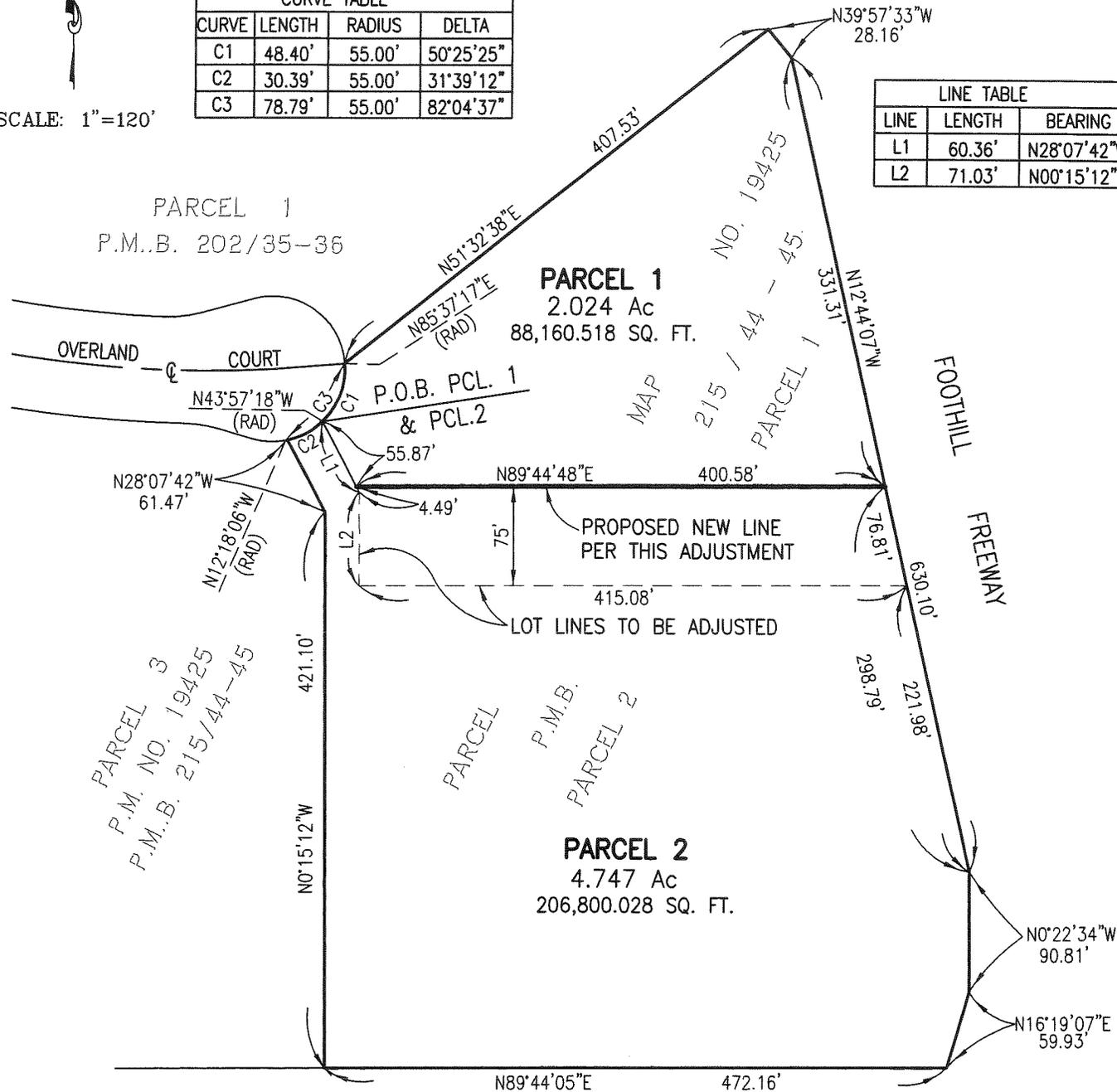
LINE TABLE		
LINE	LENGTH	BEARING
L1	60.36'	N28°07'42"W
L2	71.03'	N00°15'12"E

SCALE: 1"=120'

PARCEL 1  
P.M.B. 202/35-36

**PARCEL 1**  
2.024 Ac  
88,160.518 SQ. FT.

**PARCEL 2**  
4.747 Ac  
206,800.028 SQ. FT.



*Randal L. Streeter*  
RANDAL L. STREETER  
RCE 20583, EXP. 12-31-2015



**LEGEND**

- INDICATES BOUNDARY AND PROPOSED LOT LINE
- INDICATES EXISTING LOT LINE TO REMAIN
- INDICATES EXISTING LOT LINE TO BE REMOVED
- INDICATES EXISTING EASEMENT LINE

(LOT LINE ADJUSTMENT)  
NO. \_\_\_\_\_

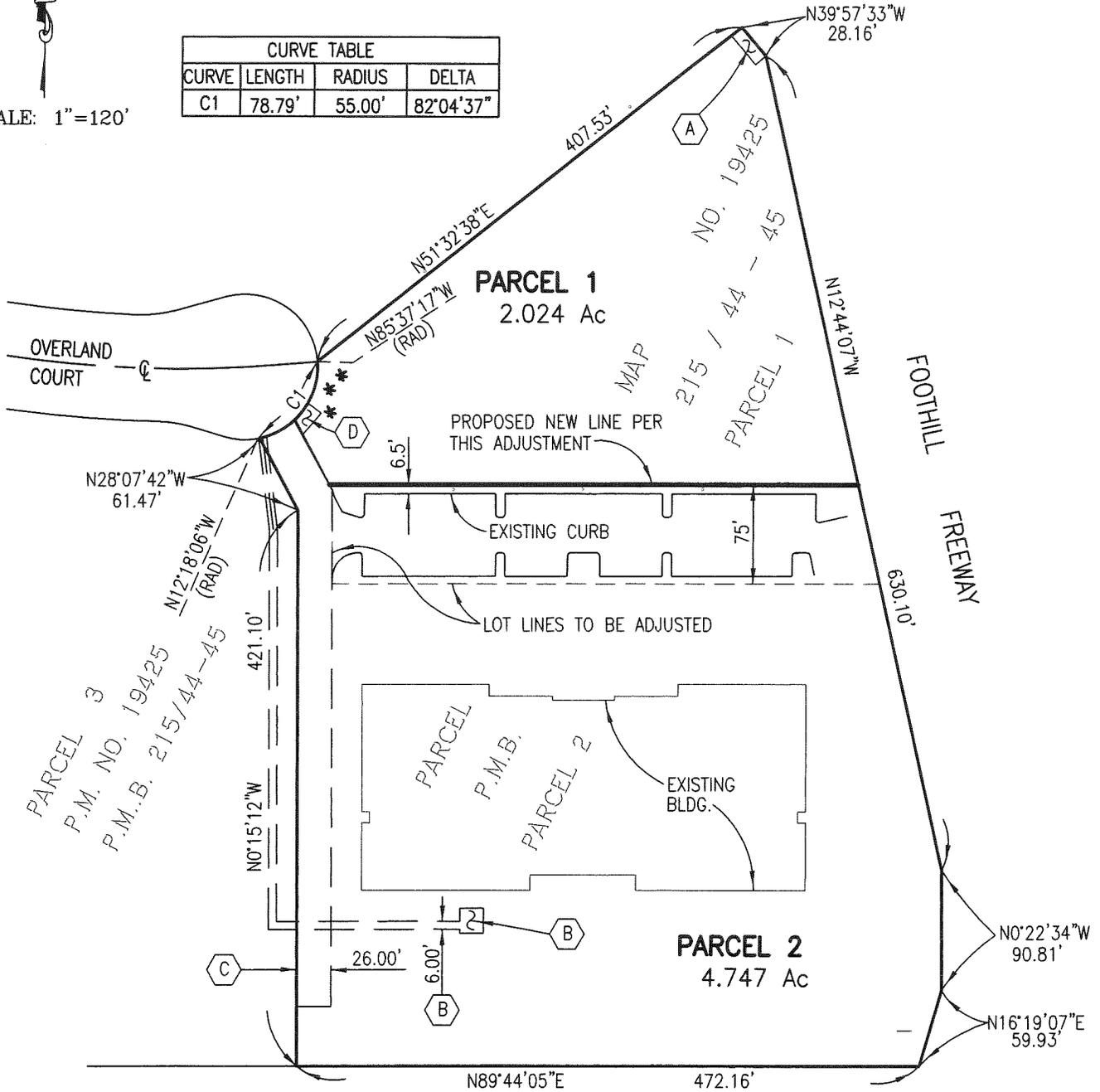
PREPARED BY: ADAMS • STREETER  
CIVIL ENGINEERS, INC.  
15 Corporate Park, Irvine, CA 92606  
949-474-2330 Fax: 949-474-0251

# EXHIBIT "C"



CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	78.79'	55.00'	82°04'37"

SCALE: 1"=120'



*Randal L. Streeter*

RANDAL L. STREETER  
RCE 20583, EXP. 12-31-2015



NOTE:  
SEE SHEET 2 FOR EASEMENT LEGEND

**LEGEND**

- INDICATES BOUNDARY AND PROPOSED LOT LINE
- INDICATES EXISTING LOT LINE TO REMAIN
- INDICATES EXISTING LOT LINE TO BE REMOVED
- INDICATES EXISTING EASEMENT LINE

(LOT LINE ADJUSTMENT) NO. _____	
PREPARED BY:	 <b>ADAMS • STREETER</b> CIVIL ENGINEERS, INC. 15 Corporate Park, Irvine, CA 92606 949-474-2330 Fax: 949-474-0251

EASEMENT LEGEND

- (A) AN EASEMENT FOR THE USE AND MAINTENANCE OF A WATER PIPE LINE AND FOR INGRESS AND EGRESS THERETO IN CONNECTION WITH THE ORDINARY MAINTENEANCE AND REPAIR OF WATER LINE RECORDED NOVEMBER 1, 1985 AS INSTRUMENT NO. 85-1301301 OF OFFICIAL RECORDS.
- (B) AN EASEMENT FOR THE PURPOSE AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT DISTRIBUTING ELECTRICAL ENERGY AND FOR TRANSMITTING INTELLIGENCE BY ELECTRICAL MEANS RECORDED OCTOBER 14, 1988 AS INSTRUMENT NO. 88-1656669 OF OFFICIAL RECORDS.
- (C) AN EASEMENT (S) FOR THE PURPOSE(S) AND RIGHTS INCIDENTAL AS RESERVED IN A DOCUMENT FOR THE PURPOSE OF DRIVEWAY RECORDED JULY 24, 1992 AS INSTRUMENT NO. 92-1353671, OF OFFICIAL RECORDS.
- (D) DOCUMENT SUBJECT TO ALL TERMS, PROVISIONS AND CONDITIONS THEREIN CONTAINED ENTITLED DECLARATION OF EASEMENT RECORDED JANUARY 18, 1994 AS INSTRUMENT NO. 94-103717, OF OFFICIAL RECORDS.

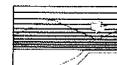
*Randal L. Streeter*

RANDAL L. STREETER  
RCE 20583, EXP. 12-31-2015



(LOT LINE ADJUSTMENT)  
NO. \_\_\_\_

PREPARED BY:



ADAMS • STREETER  
CIVIL ENGINEERS, INC.  
15 Corporate Park, Irvine, CA 92606  
949-474-2330 Fax: 949-474-0251



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of **March 25, 2014***

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

**Subject:** **Appropriation of \$13,000 from General Funds to retain Traffic Engineering Services of Willdan Engineering to provide a technical analysis for a crosswalk/enhancement study for the intersection of Allen Avenue at Bayfield Drive**

## Summary

*The request is for the appropriation of \$13,000 to retain the traffic engineering services of Willdan Engineering to perform and prepare a crosswalk/enhancement study for the intersection of Allen Avenue at Bayfield Drive and the adjacent areas. Willdan's Traffic Engineer will provide an analysis of their recommendations, if any, that may or not be warranted for this unique area near the Allen Avenue Elementary School and any other safer treatments that may provide easier crossing for pedestrians as directed by Council at the February 25<sup>th</sup> appeal hearing regarding the Traffic Safety Committee's denial of the marked crosswalk at the subject intersection.*

## BACKGROUND

At the February 25, 2014 City Council meeting, Council denied the resident's appeal and instead recommended to uphold the Traffic Safety Committee's recommendation denying a request to add a marked crosswalk at Allen Avenue and Bayfield Drive. Council further requested additional consideration of supplemental safety features that could enhance the intersection's safety with a possible consideration of a formal marked crosswalk. Some of the ideas Council suggested were:

- Reduce the crossing distance—like bulb outs or curb extension, refuge island
- Additional signage
- Traffic calming measure to slow vehicle speed
- Consider raised crossing (raise unmarked crosswalk), street narrowing
- In-pavement lights or flashing lights with manually operated pedestrian buttons
- Pavement markers in the street

As background, the original painted crosswalk at Allen Avenue and Bayfield Drive was relocated some 25 years ago from Bayfield to the Lyford Drive intersection to improve traffic safety, improve circulation, reduce congestion and provide a safer crossing point. The relocated crosswalk is more centrally located for both the parents/children from La Verne and San Dimas who attend Allen Avenue Elementary School.

In 1999, the Traffic Safety Committee (TSC) did a comprehensive evaluation of the parking and circulation for Allen Avenue Elementary along with other schools in the City. Over the years several progressive changes have been made with the City working cooperatively with the Allen Avenue Elementary school staff and parents. Traffic Safety improvements that have appeared to worked quite effectively for this area.

## **DISCUSSION**

To proceed with Council's direction of further developing alternative concepts objectively with pros and cons, and estimated costs, including assessing the reinstallation of a marked crosswalk at Allen and Bayfield, Staff feels this should be evaluated by an outside, third party independent traffic engineering consultant who can thoroughly evaluate and objectively analyze several alternatives or measures that could be implemented to enhance school pedestrian safety in this area.

To provide this independent professional analysis, attached is a proposal from Willdan Engineering. In short Willdan's analysis in this area will include: data collection and field review; crosswalk analysis; assessment of potential enhancement measures and provide a cumulative report of their findings and recommendations which may take us in the next direction.

As Council may be aware Willdan Engineering is one of the premiere leading consulting engineers. They offer a broad array of services that range from civil engineering, traffic engineering and numerous other City services. They provide services to the following Cities: Covina, Lakewood, Lawndale, Manhattan Beach, Placentia, Brea, etc. Staff is comfortable that they can provide a comprehensive analysis for our needs.

Below is a brief summary of the scope of work and tasks Willdan's proposal will include:

### **Project Initiation**

The initial meeting will entail the review of all existing documents pertaining to this area, i.e. Council Meeting Minutes, Council Meeting Broadcast, Traffic Safety Committee Meeting Minutes, and contacting the School and District Personnel.

### **Data Collection & Field Review**

They will review the existing conditions, lane configurations, traffic control, including existing marked crosswalks, signage and any other safety or special conditions that exist not only at the study intersections, but also at adjacent intersections. The review will occur during school peak start and end times and will focus on the drop-off and pick-up areas, and review the traffic counts. The major aspect this task is that data collection and review will include unattended video monitoring during the going to and from school times on two different days in order to capture normal behavior of parents and students. As a precaution, the school and district staff will be alerted so they can respond to in case parents are concerned about videoing of their children. The video will provide documentation for anyone who questions the data and also will show parent actions that need to be addressed (traffic violations, etc.).

Crosswalk Analysis

The Allen Avenue and Bayfield Drive will be evaluated to determine if a marked crosswalk should be reinstalled. The analysis will include school pedestrian and vehicle count data, motorists observation of pedestrian's right-of-way, traffic collision data, crosswalk history, the proximity to the school's driveway, adjacent intersections & crosswalks and where parents are stopping/parking to drop-off and pick-up students.

Assessment of Potential Enhancement Measures

The information collected will be used to determine what other (if any) enhancements could be implemented. The proposed improvements will not be limited to traffic improvements but will be drawn from the "Four Es" (Education, Enforcement, Engineering and Encouragement), all of which are needed to effectively enhance school pedestrian and bicycle safety.

**RECOMMENDATION**

Staff recommends City Council consider and approve the following:

1. Appropriation of \$13,000 from General Funds to retain the services of a traffic engineering consultant to provide a technical analysis for a crosswalk/enhancement study for the intersection of Allen Avenue at Bayfield Drive.
2. Award the traffic engineering services contract to Willdan Engineering in the amount of \$ 13,000 to perform and prepare a crosswalk/enhancement study for the intersection of Allen Avenue at Bayfield Drive and adjacent areas as outlined in the proposal dated March 19, 2014.

Respectfully Submitted,



Krishna Patel  
Director of Public Works

Attachment – Willdan Engineering Traffic Engineering Proposal, dated 3/19/14

March 19, 2014

Mr. Krishna Patel  
Director of Public Works  
Public Works Department  
City of San Dimas  
245 East Bonita Avenue  
San Dimas, CA 91773

Subject: Proposal to Prepare a Crosswalk/Enhancement Study for the Intersection of Allen Avenue at Bayfield Drive, City of San Dimas

Dear Mr. Patel:

Willdan Engineering (Willdan) is pleased to submit this proposal to provide professional traffic engineering services to prepare a crosswalk/enhancement study at the intersection of Allen Avenue and Bayfield Drive, in the City of San Dimas. The study location is in front of Allen Avenue Elementary School.

It is Willdan's understanding that residents have requested the City to reinstall the previous marked crosswalk on the east leg of Allen Avenue at Bayfield Drive, citing concerns regarding the safety of children crossing Allen Avenue there. Also, that the marked crosswalk was relocated to Lyford Drive, approximately 300 feet east, some 25 years ago and that the City has preliminarily assessed the recent request and initially determined that the marked crosswalk should not be reinstalled.

Willdan understands that the City of San Dimas would like the crossing studied to assess if a marked crosswalk should be reinstalled at this location and to determine if there are other actions that could be taken to enhance school pedestrian safety in this area.

To familiarize you with Willdan's qualifications and experience, we have attached a brief profile of Willdan and Ms. Smith's resume.

### **Scope of Work**

To complete the requested study, Willdan Engineering proposes to perform the following:

#### ***Task 1 – Project Initiation***

Willdan will meet with City staff to confirm the study methodology and objectives and to collect any relevant traffic data, traffic collision data, street plans, and other documents the City may have. Prior to the commencement of the study, Willdan will review the Agenda Item Staff Report and Meeting Minutes from the February 25, 2014 City Council meeting, to better understand the Council's scope and directives. Willdan will also initiate contact with the principal of Allen Avenue Elementary School and/or appropriate Bonita Unified School District staff.

### ***Task 2 – Data Collection and Field Review***

A field review will be conducted to document existing conditions in the vicinity of the study location. The field review will note the lane configurations and traffic control, including existing marked crosswalks, signage and other safety measures at the study intersection and adjacent intersections, as well as any special conditions. The school driveway locations will also be noted.

Existing counts will be collected of the number of students crossing Allen Avenue at the various locations in front of the school and the number of vehicles in conflict with the school pedestrians, during the school's start and release times. The number of older students going to and from Ramona Intermediate School on Allen Avenue will also be collected.

Recent technology allows the use of video recorders to collect certain traffic count data instead of having personnel hand-count the traffic at the count location. The unmanned/unmonitored cameras can usually be mounted on traffic signal poles or other existing posts, where they are not obvious to motorists. The resulting video shows normal motorist and pedestrian behavior. Employees of the traffic data collection firm view the video in their offices and count the cars/pedestrians/bicycles shown on the computer screen. The video is also available to the data requestor, at no extra charge, and provides invaluable data to the traffic engineer by providing a nearly first-hand look at how traffic is moving and where there are problems.

Willdan proposes to have a traffic data collection firm mount a video recorder on the traffic signal at the intersection of Allen Avenue/San Dimas Canyon Road, where it should be able to record the traffic and pedestrian activity on Allen Avenue between San Dimas Canyon Road and Lyford Drive. The vehicles and pedestrians at the intersections of Allen Avenue/San Dimas Canyon Road and Allen Avenue/Lyford Drive would also be hand-counted to ensure that all of the data is collected. The school and school district would be given advance notice of the video data collection, to respond to any parent concerns about videotaping their children.

The video camera would be left running for two days of data collection. Only the data recorded during the school start and end times would be reviewed, to observe school pedestrians going to and from school, with the focus being student drop-off and pick-up and crossing Allen Avenue. The video recording would be provided to the City and the school, for review and to provide documentation of normal activity.

### ***Task 3 – Crosswalk Analysis***

The intersection of Allen Avenue and Bayfield Drive will be evaluated to determine if a marked crosswalk should be reinstalled on the east leg of Allen Avenue. The evaluation will include reviews of the school pedestrian and vehicle count data, how well motorists observe the school pedestrian's rights-of-way, any available traffic collision data, the crosswalk history at the location and previous studies, the proposed location's proximity to the school driveway, adjacent intersections and crosswalks, and where parents are stopping/parking to drop-off and pick-up their children.

### ***Task 4 – Assessment of Potential Enhancement Measures***

The collected data and observations will be used to determine what other measures could be implemented by the City or by Allen Avenue Elementary School that would enhance school



pedestrian safety on Allen Avenue. The measures will not be limited to traffic improvements, but will be drawn from the “Four Es” (Education, Enforcement, Engineering and Encouragement), all of which are needed to effectively enhance school pedestrian and bicycle safety. Willdan will provide cost estimates of the proposed enhancements/measures.

#### ***Task 5 – Summary Report***

An electronic draft report, summarizing our findings and recommendations, will be submitted to the City for review and comment. The report will also contain the traffic counts and other relevant data. A final report will be submitted, that incorporates the City’s comments on the draft report.

#### **Project Schedule**

Willdan Engineering is prepared to begin work on the study upon receipt of authorization to proceed. We will present a draft report summarizing the findings and recommendations to the City approximately six weeks after receiving notice to proceed, assuming there are no delays in obtaining data from the City or no weather/other delays affecting the traffic data collection. We will submit the final report within two weeks of receiving City comments on the draft report.

#### **Project Cost**

Willdan Engineering’s proposed not-to-exceed fee to provide the services outlined in our proposed Scope of Work is **\$12,768**, including traffic counting services. Willdan’s fee is based on the attached Schedule of Hourly Rates.

Thank you for this opportunity to be of service to the City of San Dimas. We recognize the importance of this project to the City and Allen Avenue Elementary School, and are committed to realizing its timely and successful completion. Should you have any questions regarding this proposal, please contact Ms. Ruth Smith, TE, PTP at (714) 978-8225 or Mr. Lew Gluesing, PE, TE, PTOE at (562) 908-6291.

Respectfully submitted,

WILLDAN ENGINEERING



Lew Gluesing, PE, TE, PTOE  
Director of Engineering

Enclosures

RS:mh  
91005-11\06-160\14-047\_9123



**WILLDAN ENGINEERING**  
**Schedule of Hourly Rates**  
Effective July 1, 2013 to June 30, 2014

<b>ENGINEERING</b>	<b>LANDSCAPE ARCHITECTURE</b>
Technical Aide..... \$88.00	Assistant Landscape Architect ..... 103.00
Drafter I ..... 98.00	Associate Landscape Architect ..... 118.00
Drafter II ..... 103.00	Senior Landscape Architect ..... 129.00
Senior Drafter ..... 113.00	Principal Landscape Architect ..... 155.00
GIS Analyst I ..... 118.00	Principal Project Manager ..... 185.00
GIS Analyst II ..... 134.00	
GIS Analyst III ..... 155.00	<b>BUILDING AND SAFETY</b>
Design Engineer I ..... 118.00	Assistant Code Enforcement Officer ..... 72.00
Design Engineer II ..... 124.00	Plans Examiner Aide ..... 77.00
Designer I ..... 118.00	Assistant Construction Permit Specialist ..... 77.00
Designer II ..... 124.00	Construction Permit Specialist ..... 82.00
Senior Design Engineer I ..... 129.00	Code Enforcement Officer ..... 82.00
Senior Design Engineer II ..... 134.00	Assistant Building Inspector ..... **98.00/113.00
Senior Designer ..... 134.00	Senior Code Enforcement Officer ..... 98.00
Associate Engineer ..... 139.00	Senior Construction Permit Specialist ..... 103.00
Design Manager ..... 139.00	Supervising Construction Permit Specialist ..... 108.00
Senior Design Manager ..... 149.00	Building Inspector ..... **108.00/113.00
Senior Engineer ..... 149.00	Supervisor Code Enforcement ..... 118.00
Supervising Engineer ..... 165.00	Senior Building Inspector ..... 118.00
Program Manager ..... 185.00	Plans Examiner ..... 118.00
Project Manager ..... 185.00	Supervising Building Inspector ..... 129.00
City Engineer ..... 185.00	Senior Plans Examiner ..... 129.00
Principal Project Manager ..... 185.00	Inspector of Record ..... 144.00
Deputy Director ..... 195.00	Deputy Building Official ..... 144.00
Director ..... 195.00	Plan Check Engineer ..... 144.00
Principal Engineer ..... 215.00	Building Official ..... 155.00
	Supervising Plan Check Engineer ..... 155.00
<b>CONSTRUCTION MANAGEMENT</b>	Principal Project Manager ..... 185.00
Labor Compliance Specialist ..... 98.00	Deputy Director ..... 195.00
Labor Compliance Manager ..... 124.00	Director ..... 195.00
Utility Coordinator ..... 129.00	
Assistant Construction Manager ..... 124.00	<b>PLANNING</b>
Construction Manager ..... 149.00	Community Development Technician ..... 88.00
Senior Construction Manager ..... 160.00	Planning Technician ..... 88.00
Project Manager ..... 185.00	Assistant Planner ..... 108.00
Deputy Director ..... 195.00	Assistant Community Development Planner ..... 108.00
Director ..... 195.00	Associate Community Development Planner ..... 118.00
	Associate Planner ..... 118.00
<b>INSPECTION SERVICES</b>	Senior Community Development Planner ..... 134.00
Assistant Public Works Observer ..... **103.00/113.00	Senior Planner ..... 134.00
Public Works Observer ..... **103.00/113.00	Principal Community Development Planner ..... 155.00
Senior Public Works Observer ..... 113.00	Principal Planner ..... 155.00
Supervising Public Works Observer ..... 124.00	Deputy Director ..... 195.00
	Director ..... 195.00
<b>MAPPING AND EXPERT SERVICES</b>	<b>ADMINISTRATIVE</b>
Survey Analyst I ..... 103.00	Computer Data Entry ..... 67.00
Survey Analyst II ..... 118.00	Clerical ..... 67.00
Calculator I ..... 103.00	Word Processing ..... 67.00
Calculator II ..... 113.00	
Senior Calculator ..... 124.00	Mileage reimbursement will be charged at the current Federal guideline rate at the time of billing. Vehicles will be charged at a monthly rate of \$500.00.
Senior Survey Analyst ..... 134.00	** Prevailing Wage Project, Use \$113.00
Supervisor - Survey & Mapping ..... 160.00	
Principal Project Manager ..... 185.00	

Additional billing classifications may be added to the above listing during the year as new positions are created. Consultation in connection with litigation and court appearances will be quoted separately. The above schedule is for straight time. Overtime will be charged at 1.5 times, and Sundays and holidays, 2.0 times the standard rates. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A sub consultant management fee of fifteen percent (15%) will be added to the direct cost of all sub consultant services to provide for the cost of administration, consultation, and coordination. Valid July 1, 2013 thru June 30, 2014, thereafter, the rates may be raised once per year to the value of change of the Consumer Price Index for the Los Angeles/Orange County/Sacramento area, but not more than five percent per year.

**WILLDAN ENGINEERING**  
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## Willdan Profile

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### Comprehensive Solutions. Integrated Approach.

Founded in 1964 and headquartered in Anaheim, California, Willdan Group Inc. (WGI) was originally established as a civil engineering firm specializing in providing solutions for our public agency clients. Since that time we have evolved into a professional consulting firm offering a broad array of services that allow us to provide a comprehensive and integrated approach to our clients' planning, engineering, construction, financial, economic, public facility, and public safety challenges.

### Distinctive Strengths. United Goals.

WGI is organized into six operating units which offer their respective group of services to assist the needs of cities, counties, and special districts, as well as state and federal agencies in those areas in which they specialize in. The operating units of Willdan include:

- Willdan Engineering
- Willdan Energy Solutions
- Willdan Financial Services
- Willdan Homeland Solutions
- Willdan Infrastructure
- Willdan Engineers and Constructors

#### WGI's Operating Divisions

- Willdan Engineering
- Willdan Financial Services
- Willdan Homeland Solutions
- Willdan Infrastructure
- Willdan Energy Solutions
- Willdan Engineers and Constructors

### Engineering Services

Willdan Engineering (Willdan) offers a full complement of engineering services, including city and special district engineering, civil and structural, geotechnical, building and safety, water and wastewater, and traffic and transportation; as well as landscape architecture, public works and infrastructure design, construction management, and municipal planning services. Serving clients throughout California and the western United States, Willdan specializes in solutions tailored to the unique needs of municipalities and other local government agencies. Services range from full-time, in-house staffing to interim or part-time assistance on a project-by-project basis.

### Traffic Engineering Services

Willdan specializes in providing traffic engineering and planning services to governmental agencies. Our services range from responding to citizen complaints to designing and managing multimillion dollar capital improvement projects.

Currently our staff serve as contract City Traffic Engineers or provide traffic engineering services for approximately 40 cities in the Southwest.

Our front-line knowledge and understanding of local road and traffic conditions are the cornerstone of our services. Willdan's traffic engineering staff applies state-of-the-art concepts to confirm the adequacy of transportation facilities, to determine the need for traffic control devices, and to ensure the safe and efficient operation of the transportation system.

Our staff of experts conducts traffic surveys and data collection, investigates motorist and vehicle characteristics—identifying and making recommendations on traffic safety, utilizes traffic laws and enforcement to determine traffic signal timing, and evaluates highway operations. Willdan prepares traffic engineering designs to warn, regulate, and guide traffic. We develop geometric design and channelization, traffic signal and street lighting plans, parking lot designs, and develop traffic control plans for construction.

# Ruth Smith, TE, PTP

Project Manager

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## Education

1975, BS, Civil Engineering,  
California Polytechnic State  
University, Pomona

## Registration/Certification

2007, Professional  
Transportation Planner  
Certification

1992, Traffic Engineer,  
California No. 1650

## Affiliations

Institute of Transportation  
Engineers  
Past President,  
So Cal Section, 2007-08

American Society of Civil  
Engineers

Orange County Traffic  
Engineering Council

APWA WATCH Committee

## 32 Years' Experience

**Ms. Ruth Smith** is a Project Manager at Willdan with more than 32 years of experience in traffic and transportation engineering. During her career, she has worked in both the private and public sectors and her work at Willdan reflects this. Ms. Smith performs various types of traffic studies for client cities and private developers. She also serves as the City Traffic Engineer for the Cities of Placentia and Temecula and as the consulting Traffic Engineer for the City of Rancho Palos Verdes.

Ms. Smith's traffic study experience includes preparing and reviewing traffic impact studies, preparing various traffic studies for stop signs, traffic signals, crossing guards and school crosswalks, determining the feasibility of converting an existing two-lane roadway to a Complete Street, preparing neighborhood traffic management and parking plans, preparing traffic impact analyses for proposed developments and for Project Study Reports/Project Reports for proposed highway improvement projects, preparing parking analyses for existing and proposed developments, conducting Engineering and Traffic Surveys to set speed limits, preparing successful grant applications for Suggested Route To School funding and Calls for Projects, and implementing SRTS non-infrastructure projects

As City Traffic Engineer for Placentia, two half-days a week, Ms. Smith's duties include handling citizen requests, working closely with the school district to resolve school traffic issues, being responsible for the Traffic Safety Commission, reviewing traffic impact studies for proposed developments and writing conditions of approval, managing the residential permit parking program, conducting school studies and upgrading school signage, conducting traffic collision analyses, coordinating with the four Orange County Transportation Authority (OCTA) traffic signal coordination corridor projects within the City, coordinating with Caltrans regarding the SR-57 widening project, and reviewing traffic control and signing and striping plans.

Ms. Smith also worked for the City of Santa Ana as a Senior Traffic Engineer for 14 years, where she developed and administered the City's Neighborhood Traffic Management Plan program, including traffic diverters and speed humps; several neighborhood parking management plans; and the speed hump program. She also handled school issues, including Suggested Routes to School maps and Adult School Crossing Guard studies, and administered an Office of Traffic Safety grant for a citywide crosswalk study. She also supervised preparation and review of signing and striping plans for three years. Ms. Smith handled citizen requests for stop signs, parking restrictions, crosswalks, etc. and managed the Santa Ana Pedestrian Safety Task Force. Ms. Smith regularly made presentations to City Commissions, the City Council, the Environmental and Transportation Advisory Committee, schools, business groups, and neighborhood associations.

At various times at Santa Ana, Ms. Smith was also responsible for coordinating with Caltrans on several freeway projects, including two freeway widening projects; dealt with litigation; and, a citywide speed limit update, the City's traffic control devices inventory and the City's accident database (Crossroads).

Ms. Smith served on the APWA committee that produced the 2001 and 2006 editions of the Work Area Traffic Control Handbook (WATCH) and recently returned to the committee to assist in preparation of the 2012 edition.

Experience at prior firms includes supervision of traffic impact, parking, trip generation and onsite circulation studies and reports. The projects ranged from small developments to Specific Plans, with land uses ranging from large residential developments to vineyards to asphalt plants. She interfaced with clients and municipal staff, coordinated work with civil engineering and environmental consultants, and appeared before planning commissions, city councils and boards of supervisors.

## Relevant Project Experience

### ***City Traffic Engineering Services***

**Traffic Engineering Services, City of Placentia, California.** City Traffic Engineer. Responsible for providing traffic engineering services support at the City one day a week, handling typical citizen requests such as parking restrictions, stop sign requests and reported problems with traffic signals. Ms. Smith is also responsible for the City's Traffic Safety Commission that meets bi-monthly. She prepares the meeting agendas and staff reports, approves the draft meeting minutes, gives the staff reports and updates at the meetings, and takes recommended actions to the City Council for approval. Ms. Smith coordinates with the school district and schools regarding parking and circulation issues, and performs school crossing guard studies. Ms. Smith also manages the permit parking and speed hump programs, reviews traffic studies and signing and striping plans, and handles the review of traffic signal plans. Her duties also include drafting traffic-related City policies and coordinating improvements with neighboring jurisdictions.

**Traffic Engineering Services, City of Temecula, California.** City Traffic Engineer Willdan currently provides on-call traffic engineering services to the City of Temecula. Ms. Smith provides as-needed services, which include preparing a comprehensive pedestrian access study and improvement plans for a high school and presenting it to the Traffic Safety Commission, and reviewing traffic impact analysis studies and signing and striping plans. Ms. Smith also provided input to the City's new Traffic Impact Analysis Guidelines. In addition, Ms. Smith manages other services provided by the Willdan traffic engineering team and keeps the City informed of new regulations and standard practices.

### **Traffic Engineering Services, City of Rancho Palos Verdes, California.**

Consultant Traffic Engineer. Willdan currently provides on-call traffic engineering services to the City of Rancho Palos Verdes. Ms. Smith prepares a variety of traffic studies for the City, such as Engineering and Traffic Surveys to update individual speed limits, neighborhood traffic studies/plans and neighborhood parking studies. She also provides traffic engineering data and support for grant applications such as the Highway Safety Improvement Program (HSIP) the Metro Call-for Projects, and Safe Routes to School, and performs the grant-funded services. Major studies include preparing a Complete Street multi-modal study that included pedestrian, bicycle and equestrian elements for a six-mile long, steep, narrow, two-lane winding minor arterial, and the traffic impact analysis for the update of the General Plan Circulation Element. Many of these studies include presentations to the Traffic Safety Commission and the City Council. Ms. Smith also prepared and presented a paper summarizing the Complete Street study at the Institute of Transportation Engineers (ITE) 2011 Western District Annual Meeting in Anchorage, Alaska.

### **As-Needed Traffic Engineering Services, Various Municipalities, California.**

Traffic Engineer. Ms. Smith provides supportive as-needed traffic engineering and transportation planning services for various cities with current engineering services contracts with Willdan, including:

- City of Covina
- City of Lakewood
- City of Lawndale
- City of Maywood
- City of Manhattan Beach
- City of Rolling Hills Estates

### ***Complete Street Study***

**Palos Verdes Drive East Traffic Impact Study Multi-Modal Analysis, City of Rancho Palos Verdes, California.** Project Manager. Responsible for conducting a review of the multi-modal usage of six miles of Palos Verdes Drive East (PVDE) within the City of Rancho Palos Verdes. PVDE is a narrow winding road, with steep terrain on both sides, and few amenities for pedestrians, bicyclists or equestrians. The study reviewed the existing facilities and conditions of PVDE, evaluated the feasibility of installing multi-modal facilities on PVDE, identified opportunities for providing facilities immediately, in the near-term and in the long-term, recommended follow-up actions based on the analysis, and estimated the cost of installing the recommended follow-up actions. The preliminary review included an evaluation of previous studies and the collection of vehicle, pedestrian, bicycle, and equestrian counts at selected locations. GIS tools were used to identify the existing roadway right-of-way and the topography and traffic collision data was evaluated to determine the relative safety of the different sections. Planned improvements by the City and other agencies were also noted. PVDE was divided into segments based on the extent it could be widened to accommodate sidewalks, Type II bike lanes, and/or equestrian trails. The segments were then prioritized in accordance with the feasibility of their being developed as part of a complete street, ranging from only restriping required to not feasible due to the terrain. Estimated costs of the improvements were also provided. The assessment went one step further and prioritized the recommended improvements on the basis of safety, other planned improvements and continuity with adjacent segments, in that order. The study is being used for the City's CIP list and for grant applications.

### **Prior Professional Experience**

**Urban Crossroads, Inc., Irvine, California. Senior Associate.** Responsible for supervising the preparation of traffic impact, parking, trip generation and on-site circulation studies and reports. Also met/interfaced with clients and municipal staff, coordinated work with civil engineering and environmental consultants, and appeared before planning commissions, city councils and boards of supervisors. Prepared studies for a variety of developments, both large and small, including planned communities, commercial developments, warehouses, distribution centers, churches, an asphalt plant, wineries, and PR/PSRs for new and existing freeway interchanges. Collaborated with developers, their architects and civil engineers to redesign on-site circulation plans and project access to improve traffic flow and meet jurisdiction requirements. Worked on in-fill projects and the remodeling of existing sites, which present a different set of challenges. Supervised the preparation of signing and striping plans related to development projects.

**City of Santa Ana, California. Senior Traffic Engineer.** Responsible for administering the City's neighborhood traffic calming program (including traffic diverters and speed humps); handled citizen requests for stop signs, parking restrictions, crosswalks, etc.; managed the Santa Ana Pedestrian Safety Task Force; reviewed traffic study reports; and managed citywide traffic counts. Administered the Integrated Traveler Information Sharing system, part of the Traffic Management Center, which provides automated real-time traffic information to the public through highway advisory radio, highway advisory telephone, cable TV, and kiosks (\$348,000 grant). Applied for and administered two Office of Traffic Safety grants (\$219,000) to improve pedestrian safety citywide. Submitted successful grant applications for Safe Routes to School (SR2S) projects, for a total of \$2,000,000 in grants for pedestrian safety improvements. Designed and implemented overhead signage program to guide motorists to Civic Center and Downtown areas. Made presentations to the City Council, City Commissions, the Environmental and Transportation Advisory Committee, schools, business groups, and neighborhood associations.

Due to staff rotation, at various times was also responsible for street striping plans and construction zone traffic control plans; coordinated with Caltrans on several freeway projects, including the SR 55 widening project; was on the APWA committee that produced the 2001 Work Area Traffic Control Handbook (WATCH); administered the residential permit parking program, handled litigation; and handled school issues, including suggested Route to School maps and Crossing Guard studies. Developed the Neighborhood Traffic Plan and Speed Hump programs, and Neighborhood Parking Management plans. Administered an Office of Traffic Safety (OTS) grant for a citywide crosswalk study. Administered a citywide speed limit update, the Traffic Control Devices Inventory, and the Accident Data Base.

**Weston Pringle and Associates, Fullerton, California.** Associate/Assistant Traffic Engineer. (Now part of Willdan Engineering.) Primarily involved in transportation planning; examined site plans for a properly designed internal circulation system; determined necessary mitigation measures; prepared project schedules and milestones for clients; met with clients and reviewing agencies to discuss the projects; composed correspondence, prepared reports; was responsible for several projects; and developed a weaving analysis for evaluating the adequacy of the weaving distance for arterials (as opposed to freeways), which was also used by other consultants.

### **Professional Activities**

**Professional Societies.** Ms. Smith has always been active in professional societies. She joined the American Society of Civil Engineers (ASCE) and the Institute of Transportation Engineers (ITE) while still in college, and now also belongs to the Orange County Traffic Engineers Council (OCTEC). She is also on the American Public Works Association (APWA) Southern California Chapter's committee for the Work Area Traffic Control Handbook (WATCH).

Ms. Smith has been particularly active in ITE's Southern California Section, where she has been Membership Chair, Legislative Analyst, and President. She has also made numerous presentations to International ITE Annual meetings, District Annual meetings and Section meetings. She also made a presentation at a national ASCE conference and at several OCTEC meetings.

**Professional Standards and Practices.** It is critical that professional engineers stay current on regulations and standard practices, to ensure that the best practices and current standards are followed and to minimize City's exposure to liability. Willdan Engineering makes it a priority to stay abreast of updates to standard requirements, guidelines and practices, new policies and procedures, and to share that information with our client Cities.



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of March 25, 2014*

**FROM:** Blaine Michaelis, City Manager *Bm*

**SUBJECT:** Request for legislative action to completely fund city to agency loans as part of the State's dissolution of Redevelopment Agencies

## **SUMMARY**

*According to the prescribed Redevelopment Dissolution process, we are now working our way through the initial work to submit for the repayment of our city loans to the former Redevelopment Agency. The provisions significantly alter, diminish, and delay the full repayment of the loans. We feel it is time to let our legislators know what is happening as we go through this process and to strongly request their corrective action to fully fund city/agency loans.*

*We prepared the attached letter to start the dialog, start the process, and hopefully achieve a legislative solution to this important city matter. The city is still owed \$14.6 million from loans to accomplish effective Redevelopment projects for our community. Those loans were made in good faith – they were cost effective for the Agency – they benefited the community and every taxing entity that is part of a project area and they should be repaid in full.*

## **RECOMMENDATION**

Receive a presentation from staff; ask questions as desired. Authorize the Mayor to sign the recommended letter to our State Legislative Representatives.

Attachment:  
Letter to State Legislative Representatives

City Council  
CURTIS W. MORRIS, Mayor  
DENIS BERTONE, Mayor Pro Tem  
EMMETT BADAR  
JOHN EBINER  
JEFF TEMPLEMAN

City Manager  
BLAINE M. MICHAELIS

Assistant City Manager  
Treasurer/City Clerk  
KENNETH J. DURAN



Assistant City Manager of  
Community Development  
LAWRENCE STEVENS

Director of Public Works  
KRISHNA PATEL

Director of Parks  
and Recreation  
THERESA BRUNS

City Attorney  
J. KENNETH BROWN

March 25, 2014

Senator Liu; Assembly member Holden; Governor Brown, the State Legislature of California:

We desire your consideration and assistance with a matter of great importance to our city and others similarly affected in the Redevelopment Dissolution process.

For some reason, the State's Redevelopment Dissolution action of June 2011 (ABx1 26) took deliberate steps to reject the repayment of any loan a city may have made to its own Agency to accomplish redevelopment projects in its community. The only exception was startup city loans made within the first two years of the Agency – which occurred decades ago. Perhaps concluding that this was not intended for city loans; a year later the legislature passed cleanup legislation (AB 1484) in June 2012 with the promise that the repayment of city loans would be possible. We are now at the point where the full impact of the requirements and conditions of AB 1484 and other provisions are being felt and we desire to share with you our experience in seeking repayment of our city-agency loans.

1. The city loan repayment provisions require that several conditions be met – first, no payment is even possible until 2013-14 and from a practical standpoint not until 2014-15; and second a city must meet a series of dissolution requirements to the satisfaction of DOF before a request for city loan payments can even be made.
2. The provisions require a unilateral adjustment of the established city loan interest rate to not exceed the interest rate of the Local Agency Investment Fund. LAIF is a short term liquid 'savings account' for the deposit of idle cash – which currently pays .24% interest on deposits. LAIF has nothing to do with long term debt and what the interest costs should be for long term borrowing.
3. The money to repay city loans is controlled by a formula that restricts the amount of funds that is even available for any repayment. In other words the money that would otherwise be available for city loan payments goes through a financial restriction formula that purposely and artificially reduces the money otherwise available for city loan repayments.
4. For any money that survives these financial restrictions for city loan payments, that money must first go toward SERAF loan payments (an Agency's internal loan of Affordable Housing money to pay the State's 2010 \$2 Billion raid on Redevelopment money prior to Dissolution in 2011). In our case we had to borrow \$2 million from Housing Funds to make this State payment and dissolution is requiring that that loan be repaid before city loans are repaid. This payment is also subject to the formula restrictions described in point 3 above.

With these conditions, reductions, delays, and requirements we will not see even a dollar for any city loan repayment until the end of 2017 – 6 years after dissolution; *and* because of the restrictions in the amount of money available to repay our city loans, and the manipulation of the original interest rate and term of the original contractual loans; we will not see the completion of payments until 2038 at a loss of \$2.8 million from the original agreement and contract which authorized the loans.

Redevelopment law provides for project financing in two ways – one is from bond holders in the debt financial markets with Tax Allocation Bonds and the like. The other can be from a City as provided for in Health and Safety Code Section 33600. We have used both means to finance productive and effective Redevelopment projects. City loans has been the more cost effective of the two options, but both have been critical to provide the capital to achieve the fundamental objectives of economic growth that have resulted in properties being transformed into productive uses and producing significant tax revenues for EVERY level and benefactor of taxing entity involved include the State of California.

Redevelopment Dissolution has always provided for the repayment of bond holders from day one – in contrast dissolution has always worked against the repayment of city ‘bond holders’. We just cannot reconcile this strategy. What public policy justification can be made that private bond holders are fully paid; and city lending from city tax payers and your constituents – are not fully paid in the Redevelopment Dissolution process?

We speculate that those that wrote Redevelopment Dissolution legislation strategies were suspicious of city loans – concluding that they were self-serving, that interest rates were inflated, that loan arrangements were loose and informal, and that the use of loan proceeds was suspect. Therefore dissolution strategists felt justified in only reluctantly opening the door for city loan repayments and then to manipulate the loan provisions to artificially and perhaps punitively reduce what could be repaid to cities. This strategy has created a serious consequence to a city that has loaned its own valuable money to accomplish legitimate and effective Redevelopment that has benefitted every taxing entity; with a binding agreement to be repaid with terms and conditions that are below the market cost of debt. Under these conditions that city suffers an underserved and significant financial loss in spite of its lawful, cost effective and binding good faith financial actions. Surely this is an unintended consequence with the strategy to dissolve Redevelopment.

**The Redevelopment Dissolution provisions must be changed to fully repay good faith, cost effective loans made from cities.** These loans accomplished projects that continue to bring hundreds of thousands of dollars in annual tax benefits to every level of government tied to property and sales taxation in those project areas – including the State of California which in our case is receiving millions. These projects would never have happened without financing. Financing that has come from bond holders and our city; in good faith with agreements and contracts for full repayment.

We recognize the need for proper conditions for city loan repayments. May we suggest cleanup legislation that includes something like the following:

1. City loans must be utilized for Redevelopment purposes as confirmed by their respective Oversight Board (current provisions).
2. City loans must demonstrate compliance with the provisions of state law Government Code Section 33600 with an agreement adopted by the city and its Agency prior to dissolution stating the principal amount due, interest rate and term for repayment.
3. The Oversight Board must make a finding that the interest rate and term for repayment did not exceed the costs associated with traditional bond holder debt and Redevelopment financing at the time the city-agency loan agreement was approved.
4. Once the Oversight Board adopts these findings, the repayment of city loans have the same hierarchy and claim against former tax increment revenues for loan repayment as bond holders without reduction, restriction, or condition.
5. Former tax increment revenue will be provided as long as necessary to fully repay city loans based on the loan agreement between the city and Agency regarding interest rates and term.

We are ready and willing to meet with any state official to confirm the details of the need, and the legislative process to provide for the full repayment of proper, sound and effective city loans. The 'bond holders' of these city loans must be fully repaid like any other bond holder in the dissolution process. Please introduce the necessary corrective legislative action to fully address this matter into law.

The City of San Dimas is still owed \$14.6 million. We loaned that money in good faith with below market terms and conditions; that money achieved good things for every taxing entity in our project areas. We kept our promise to provide funding – it is time for the State to affirm our former Redevelopment Agency's promise to repay that funding in full.

Please give this issue and unintended consequence your careful and thoughtful attention. Thank you. We look forward to working with you and your staff.

Sincerely,

Curtis W. Morris  
Mayor of San Dimas

C: League of California Cities