



AGENDA
REGULAR CITY COUNCIL
SUCCESSOR AGENCY MEETING
TUESDAY MAY 12, 2015, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVE.

CITY COUNCIL:

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

1. CALL TO ORDER AND FLAG SALUTE

2. RECOGNITIONS

- **Ehlers Danlos Syndrome Month – Donna Acosta**
- **Every 15 Minutes Program**
- **San Dimas High School CIF Wrestling Champions**

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:

RESOLUTION NO. 2015 - 25, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTHS OF APRIL AND MAY 2015

b. Approval of minutes for the March 30, 2015 Study Session, April 14, 2015 Staff Retreat and Regular City Council Meeting of April 28, 2015.

- c. Award Cash Contract 2015-01 Martin House Project to New Millennium Construction Services in the amount of \$49,980.00.
- d. Award Cash Contract 2015-02 Alley M Reconstruction to Carvajal Trucking & Tractor Inc. in the amount of \$74,704.00 and approve total project budget of \$110,704.00

END OF CONSENT CALENDAR

5. PUBLIC HEARINGS

- a. Presentation of 2015-16 Preliminary Budget – Receive Public Comment

6. PLANNING MATTERS

- a. Request from Planning Commission to consider revising the San Dimas Zoning Code to change the membership of the Development Plan Review Board
- b. Initiation of a Municipal Code Text Amendment to Permit BrewPub Restaurants in Commercial Zones

7. OTHER MATTERS

- a. Adoption of Agency Report of Public Official Appointments – FPPC Form 806

8. SUCCESSOR AGENCY

- a. Direct Staff to Secure the Services of a Consultant to Complete a Feasibility Study for a Potential Hotel/Hospitality Development on the Successor Agency Property

9. 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

10. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR – G.C. Section 54957.6

City Representative: Blaine Michaelis, City Manager
Employee Group: San Dimas Employees' Association

11. ADJOURNMENT

The next meeting is May 26, 2015, 5:30 p.m. Study Session with Saxon and Company followed by regular City Council meeting at 7:00 p.m.



Notice Regarding American with Disabilities Act: In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk's Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Copies of documents distributed for the meeting are available in alternative formats upon request. Any writings or documents provided to the City Council regarding any item on this agenda will be made available for public inspection at the Administration Counter at City Hall and at the San Dimas Library during normal business hours. In addition most documents are posted on the City's website at cityofsandimas.com.

Posting Statement: On May 8th, 2015, a true and correct copy of this agenda was posted on the bulletin board at 245 East Bonita Avenue (San Dimas City Hall), 145 North Walnut Avenue (Los Angeles County Library), 300 East Bonita Avenue (United States Post Office), Von's Shopping Center (Puente/Via Verde Avenue) and the City's website www.cityofsandimas.com/minutes.cfm

W **H**EREAS, Ehlers-Danlos Syndrome is a group of genetic disorders involving mutations in connective tissue characterized by looseness, instability, and dislocations of the joints, fragile and often hyperelastic skin that bruises, scars, and tears easily, unpredictable arterial and organ rupture causing acute pain, excessive internal bleeding, shock, stroke, and premature death. There are six major types of Ehlers-Danlos Syndrome that are characterized by distinctive features with life being shortened for individuals with the vascular type due to the possibility of arterial or organ rupture. It is estimated the prevalence of all types of Ehlers-Danlos Syndrome is 1 in 5,000 births worldwide; and

W **H**EREAS, A network of worldwide support groups have proved of great benefit to individuals with Ehlers-Danlos Syndrome. Not only do these organizations put people in touch with other individuals managing life with Ehlers-Danlos Syndrome, they are also vital in providing up to date information to the medical profession and public at large. At this stage there is little research being undertaken into Ehlers-Danlos Syndrome, however, there continues to be hope that genetic testing and research will be increased. By encouraging further studies of Ehlers-Danlos Syndrome, new understanding, interventions, and improved treatments can be acquired; current work at the National Institutes of Health and other research institutions can be expanded and increased, generating a growth in the knowledge base and bring hope for a cure; and

W **H**EREAS, There is neither routine screening nor a cure for Ehlers-Danlos Syndrome, individuals must seek a diagnosis from a knowledgeable health care provider. Individual symptoms must be evaluated and cared for appropriately; physical and occupational therapy evaluation and intervention may be required to address basic life tasks. Early and accurate diagnosis can provide the opportunity to create life-saving emergency medical plans, ensure proper monitoring, and improve quality of life and support for Ehlers-Danlos Syndrome families in the State of California; and

W **H**EREAS, Ehlers-Danlos Syndrome is frequently misdiagnosed or undiagnosed for decades, sometimes generations, resulting in greater discomfort and disability for individuals and offspring; improved knowledge of the vascular form can prevent generations of premature and tragic deaths and increased knowledge of all types allow earlier and more effective management of Ehlers-Danlos Syndrome increasing hope of a better quality of life, increased participation in society, reduced disability, pain, and medical expense for Ehlers-Danlos Syndrome families in the State of California; and

W **H**EREAS, In memory of all our families and friends who have died from Ehlers-Danlos Syndrome the network of Ehlers-Danlos Syndrome organizations will continue to educate and raise money for research, so that someday we will see a brighter day;

N **O**W, **T**H**E**R**E**F**O**R**E**, I, Curtis Morris, Mayor of the City of San Dimas, Mayor Pro Tem Jeff Templeman, Councilmembers Emmett Badar, Denis Bertone and John Ebiner do hereby proclaim May as Ehlers-Danlos Syndrome Awareness Month.

I **N** **W**IT**N**E**S**S **T**H**E**R**E**O**F**, I, Mayor Curtis W. Morris, have hereunto set my hand and caused the seal of the City of San Dimas to be affixed this 12th day of May 2015.

Curtis W. Morris

Mayor

Debra Black

Attest

Deputy City Clerk

WHEREAS, the mission of the Department of Alcoholic Beverage Control is to administer the provisions of the Alcoholic Beverage Control Act in a manner that fosters and protects the health, safety, welfare and economic well being of the people of the State; and

WHEREAS, the Every 15 Minutes Program is a two-day program focusing on high school juniors and seniors, which challenges them to think about drinking, texting, driving, personal safety and the responsibility of making mature decisions and the impact their decisions have on family, friends, and many others; and

WHEREAS, the program brings together a broad coalition of interested local agencies with the goal of reducing texting and alcohol-related traffic fatalities among youth. The partnering of law enforcement, the Department of Alcoholic Beverage Control, California Highway Patrol, local hospitals, emergency medical responders, schools, businesses, and service clubs validates the importance of working together to ensure a healthy community; and

WHEREAS, the program simulates every aspect of an accident resulting from drinking, starting with the removal of students from class every 15 minutes to become one of the living dead. A 911 call triggers the next step of emergency responders to the school grounds where the collision scene is staged and several scenarios are enacted, ranging from minor injuries, death, to arrest for driving under the influence. Parents are notified of the injuries, arrests and deaths. Obituary and death notifications are made and a temporary cemetery is created on campus for classmates to mourn.

WHEREAS, at the end of the day law enforcement chaperones take the living dead to an overnight retreat. Once the students become members of the living dead, there is no contact with family or friends. At the retreat, the students participate in team building activities and learn first hand from people who have been involved in or affected by a drunk driving collision. The evening ends as the students write letters to their loved ones, expressing the thoughts they would convey if they had not been killed on that particular day; and

WHEREAS, the living dead students return to school the next day to attend a student body assembly where a video of the events from the day before is viewed, letters are read, trauma Doctors, law enforcement officers and emergency responders explain how they are personally affected by these events; and

WHEREAS, the assembly concludes with a call to action challenging everyone in the auditorium to make responsible choices when alcohol is involved. After 24 hours on an "emotional roller coaster," parents and living dead students are reunited. Parents and teens are typically overwhelmed with emotion and gain a new sense of love and commitment to one another to make the right choice.

NOW THEREFORE, Mayor Curtis W. Morris, Mayor Pro Tem Jeff Templeman, Councilmembers Emmett Badar, Denis Bertone, and John Ebiner do hereby recognize and thank all 2015 participants, in the "EVERY 15 MINUTES PROGRAM".

IN WITNESS WHEREOF, I, Mayor Curtis W. Morris, have hereunto set my hand and caused the seal of the City of San Dimas to be affixed this 12th day of May, 2015.

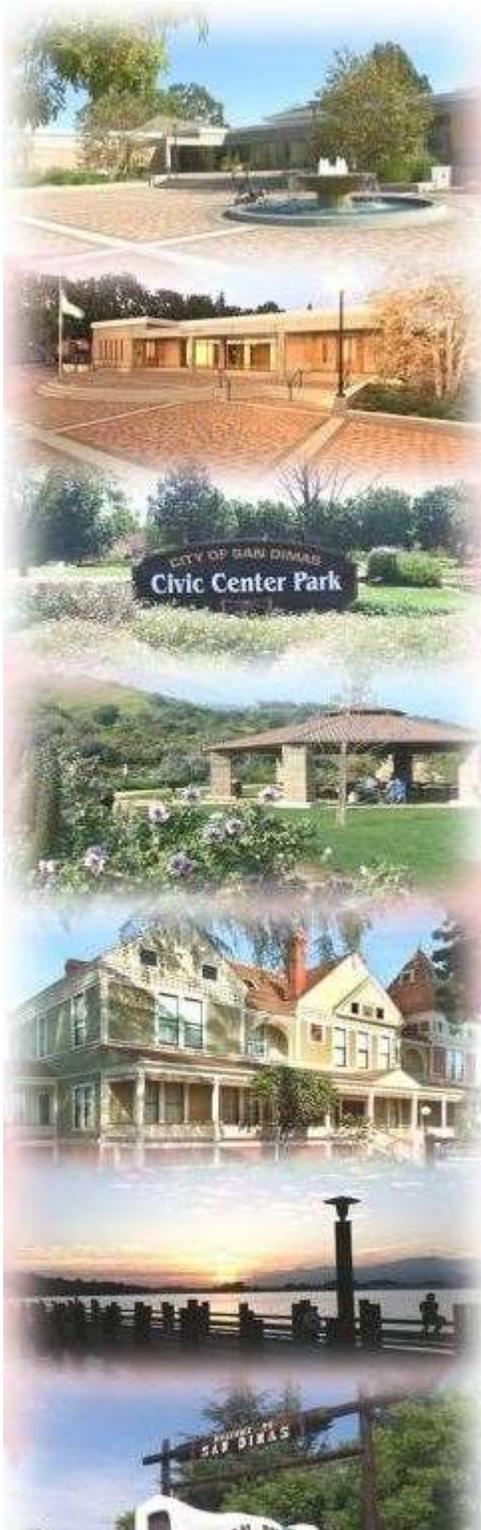
Curtis W. Morris

Mayor

Debra Black

Attest _____

Deputy City Clerk



San Dimas City Council

Congratulates

Daishea Jaime

*2015 CIF Wrestling Champion
and State Runner Up*

May 12, 2015

Curtis W Morris

Curtis W. Morris, Mayor City of San Dimas



San Dimas City Council

Congratulates

Julian Moreli

2015 CIF Wrestling Runner Up

May 12, 2015

Curtis W Morris

Curtis W. Morris, Mayor City of San Dimas



San Dimas City Council

Congratulates

David Gonzalez

2015 CIF Wrestling Champion

Masters Runner Up

3rd in State

May 12, 2015

Curtis W Morris

Curtis W. Morris, Mayor City of San Dimas



San Dimas City Council

Congratulates

Haley Valdez

2015 CIF Wrestling Runner Up

May 12, 2015

Curtis W Morris

Curtis W. Morris, Mayor City of San Dimas

RESOLUTION NO. 2015-25

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SAN DIMAS, CALIFORNIA, APPROVING
CERTAIN DEMANDS FOR THE MONTHS OF
APRIL AND MAY 2015

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San
Dimas does hereby approve Prepaid Warrant Register 04/30/2015 (24975-25026) in the amount
of \$1,058,236.46; and Warrant Register 05/15/2015 (151501-151616); Prepays (151238—
151500) in the amount of \$415,952.76.

PASSED, APPROVED AND ADOPTED THIS 12th DAY OF MAY 2015.

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

ATTEST:

Debra Black, Deputy City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by vote of the City
Council of the City of San Dimas at its regular meeting of May 12th, 2015 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Debra Black, Deputy City Clerk

WARRANT DATE VENDOR
BANK OF AMERICA

Disbursement Journal

F 9 S ACCOUNT

CLAIM INVOICE

PO#

AMOUNT

DESCRIPTION

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
25001	04/30/15	GOLDEN STATE WATER C	16324 121662000001	609.41				N M 001.4415.022.004
25001	04/30/15	GOLDEN STATE WATER C	16324 090630000005	499.10				N M 001.4415.022.004
25001	04/30/15	GOLDEN STATE WATER C	16324 641405000006	40.60				N M 008.4414.022.004
				15,942.64	*CHECK TOTAL			
25002	04/30/15	RODRIGUEZ/ERICA	10695 SR. CNT LUNCH/DIN SUPPL	30.51				N M 001.4420.013.003
25002	04/30/15	RODRIGUEZ/ERICA	10695 FAMILY FESTIVAL SUPPL	6.54				N M 001.4420.013.000
25002	04/30/15	RODRIGUEZ/ERICA	10695 TOUR GUIDE TIP 4/7	50.00				N M 072.4125.434.000
25002	04/30/15	RODRIGUEZ/ERICA	10695 TRIP BINGO GAME SUPPL	14.45				N M 001.4420.034.002
25002	04/30/15	RODRIGUEZ/ERICA	10695 SENIOR BOUTIQUE SALES	36.89				N M 001.4420.013.009
				138.39	*CHECK TOTAL			
25003	04/30/15	STATE BOARD OF EQUAL	16354 DIESEL FUEL TAX JAN-M	143.77		57-425202		N M 001.4342.011.001
25004	04/30/15	LOCAL AGENCY INVESTM	14289 L.A.I.F. INVESTME	500,000.00				N M 001.111.018
25005	04/30/15	SAN DIMAS EMPLOYEES	15995 REIMB.SDEA RETIRE LUN	750.00		64659		N M 001.4190.020.000
25006	04/30/15	SAN DIMAS PAYROLL/CI	16050 P/E 4/25/15	134,874.81				N M 001.110.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 CANCER PREM APRIL/15	766.26				N M 001.210.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 SPCL EVENT INS APRIL/15	200.60				N M 001.210.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 ACCIDENT INS APRIL/15	502.66				N M 001.210.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 HOSPITAL INS APRIL/15	592.58				N M 001.210.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 VISION INS APRIL/15	112.40				N M 001.210.004
25007	04/30/15	AFLAC BENEFIT SERVIC	11077 OPTIONAL BEN APRIL/15	0.03				N M 001.4190.200.002
				1,174.47	*CHECK TOTAL			
25008	04/30/15	CA-STATE DISBURSEMEN	11611 P/E 4/25/15	567.69				N M 001.210.004
25009	04/30/15	DELTA DENTAL INSURAN	15140 CITY PORT APR FOR MAY	832.23				N M 001.212.001
25010	04/30/15	EMPLOYMENT DEVELOPME	12343 SIT P/E 4/25/15	9,605.68				N M 001.210.004
25011	04/30/15	GUARDIAN - APPLETON	12986 EMP DED APR FOR MAY/1	391.76				N M 001.210.004
25011	04/30/15	GUARDIAN - APPLETON	12986 CITY PORT APR FOR M	7,356.25				N M 001.4190.200.018
				7,748.01	*CHECK TOTAL			
25012	04/30/15	INLAND EMPIRE UNITED	17060 EMP DEDUCTION APRIL/1	268.00				N M 001.210.004
25013	04/30/15	LINCOLN NATIONAL LIF	14286 EMP DED P/E 4/25/15	440.00				N M 001.210.004
25013	04/30/15	LINCOLN NATIONAL LIF	14286 CITY PORT P/E 4/25/15	882.82				N M 001.212.001
				1,322.82	*CHECK TOTAL			
25014	04/30/15	NATIONWIDE RETIREMNT	14735 EMP DED P/E 4/25/1	31,017.47				N M 001.210.004
25014	04/30/15	NATIONWIDE RETIREMNT	14735 CITY PORT P/E 4/25	8,024.57				N M 001.212.001
				39,042.04	*CHECK TOTAL			
25015	04/30/15	PERS RETIREMENT CONT	15639 EMP 7.00 P/E 4/25/1	13,005.91				N M 001.210.004
25015	04/30/15	PERS RETIREMENT CONT	15639 CITY 14.194% P/E 4	29,673.98				N M 001.212.001
25015	04/30/15	PERS RETIREMENT CONT	15639 SURVIVOR P/E 4/25/15	62.31				N M 001.210.004
25015	04/30/15	PERS RETIREMENT CONT	15639 PAYBACK P/E 4/25/15	48.87				N M 001.210.004

ACS FINANCIAL SYSTEM
05/01/2015 13:00:26

GL540R-V07.27 PAGE 6
CITY OF SAN DIMAS

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA							
149178	04/30/15	ALBERICO/MICHAEL	.00004	WR #149178	VOID		N M 001.332.001
149195	04/30/15	CALLAGHAN/MICHELE	.00005	WR #149195	VOID		N M 001.367.001
149260	04/30/15	MOLINA/FABIOLA	10681	WR #149260	VOID		M M 001.4420.013.009
149344	04/30/15	GARVEY EQUIPMENT COM	10109	WR #149344	VOID		N M 001.4341.033.000
150092	04/30/15	JOHNSON/HENRY W	12112	WR #150092	VOID		M M 001.367.003
150868	04/30/15	HOFFMAN SOUTHWEST CO	11454	CK #150868	VOID		N M 012.4841.813.003
150868	04/30/15	HOFFMAN SOUTHWEST CO	11454	CK #150868	VOID		N M 001.4342.020.003
			1,375.00CR	*CHECK TOTAL			
TOTAL			1,058,236.46				

ACS FINANCIAL SYSTEM
05/01/2015 13:00:26
WARRANT DATE VENDOR
REPORT TOTALS:

DESCRIPTION Disbursement Journal
AMOUNT
1,058,236.46

GL540R-V07.27 PAGE 7
CITY OF SAN DIMAS
F 9 S ACCOUNT
PO#

CLAIM INVOICE

RECORDS PRINTED - 000180

FUND RECAP:
 FUND DESCRIPTION -----
 001 GENERAL FUND
 003 WALKER HOUSE LLC FUND
 007 CITY WIDE LIGHTING DISTRICT
 008 LANDSCAPE PARCEL TAX
 012 INFRASTRUCTURE REPLACEMENT
 053 GOLF COURSE MAINT & OPERATIO
 072 PROP A LOCAL TRANSPORTATION
 075 LANDSCAPE MAINTENANCE DIST
 110 TRUST AND AGENCY
 TOTAL ALL FUNDS

DISBURSEMENTS
 1,041,381.62
 13,545.94
 2,320.31
 1,893.73
 1,246.00
 1,058,236.46

CR

CR

BANK RECAP:
 BANK NAME -----
 CHEK BANK OF AMERICA
 TOTAL ALL BANKS

DISBURSEMENTS
 1,058,236.46
 1,058,236.46

WARRANT DATE VENDOR
BANK OF AMERICA

Disbursement Journal
AMOUNT DESCRIPTION

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT
151501	05/15/15	AGUIRRE/GLORIA	27.90
151502	05/15/15	ALABBASI CONSTRUCTIO	120,559.90
151502	05/15/15	ALABBASI CONSTRUCTIO	50,000.00
151503	05/15/15	ALBERTSON'S	97.62
151503	05/15/15	ALBERTSON'S	79.98
151503	05/15/15	ALBERTSON'S	74.96
151503	05/15/15	ALBERTSON'S	52.47
151504	05/15/15	WYNDER, &	305.03
151504	05/15/15	WYNDER, &	12,846.00
151504	05/15/15	WYNDER, &	222.50
151504	05/15/15	WYNDER, &	1,239.50
151504	05/15/15	WYNDER, &	1,017.50
151504	05/15/15	WYNDER, &	3,229.18
151505	05/15/15	AMERICAN RED CROSS	16,654.18
151506	05/15/15	AMERICAN RED CROSS	300.00
151506	05/15/15	AMERIPRIDE UNIFORM	26.00
151506	05/15/15	AMERIPRIDE UNIFORM	10.50
151506	05/15/15	AMERIPRIDE UNIFORM	26.00
151506	05/15/15	AMERIPRIDE UNIFORM	10.50
151506	05/15/15	AMERIPRIDE UNIFORM	4.80
151506	05/15/15	AMERIPRIDE UNIFORM	52.05
151506	05/15/15	AMERIPRIDE UNIFORM	26.00
151506	05/15/15	AMERIPRIDE UNIFORM	10.50
151506	05/15/15	AMERIPRIDE UNIFORM	32.70
151506	05/15/15	AMERIPRIDE UNIFORM	4.80
151506	05/15/15	AMERIPRIDE UNIFORM	52.05
151506	05/15/15	AMERIPRIDE UNIFORM	26.00
151506	05/15/15	AMERIPRIDE UNIFORM	32.70
151507	05/15/15	BARRACO/FRANK	314.60
151508	05/15/15	BATTERY WORX, INC.	20.00
151508	05/15/15	BATTERY WORX, INC.	84.30
151508	05/15/15	BATTERY WORX, INC.	338.35
151509	05/15/15	BEE REMOVERS	115.00
151510	05/15/15	BOOMFRANG BLUEPRINT	47.14
151511	05/15/15	BRAIT/DAVID	50.00
151512	05/15/15	BROWN/LOROUS C	125.00

F 9 S ACCOUNT

PO#

CLAIM INVOICE

PO#	CLAIM	INVOICE	AMOUNT
M D	001.4420.013.009		27.90
N D	012.4841.662.000	BHLS-5367 (013)	120,559.90
N D	073.4841.662.000	BHLS-5367 (013)	50,000.00
N D	001.4420.033.000	*CHECK TOTAL	97.62
N D	001.4420.013.003		79.98
N D	001.4420.013.003		74.96
N D	001.4110.021.000	*CHECK TOTAL	52.47
N D	001.4170.020.000		305.03
N D	001.4170.020.000		12,846.00
N D	001.4170.020.000		222.50
N D	001.4170.020.000		1,239.50
N D	038.4120.020.502	32374	1,017.50
N D	038.4120.020.502	*CHECK TOTAL	3,229.18
N D	001.4430.033.000	10362664	16,654.18
N D	001.4430.033.000		300.00
N D	001.4410.029.000	1401081918	26.00
N D	001.4410.029.000	1401081918	10.50
N D	001.4410.029.000	1401087006	26.00
N D	001.4410.029.000	1401087006	10.50
N D	001.4342.031.000	1401092113	4.80
N D	001.4342.031.000	1401092113	52.05
N D	001.4342.031.000	1401092113	26.00
N D	001.4342.031.000	1401092113	10.50
N D	001.4342.031.000	1401092113	32.70
N D	001.4342.031.000	1401092113	4.80
N D	001.4342.031.000	1401092113	52.05
N D	001.4342.031.000	1401092113	26.00
N D	001.4342.031.000	1401092113	32.70
N D	001.4414.020.006	*CHECK TOTAL	314.60
N D	001.367.003		20.00
N D	001.4342.011.000	1-51122	84.30
N D	001.4342.033.000	*CHECK TOTAL	338.35
N D	001.4414.020.006	592202	115.00
N D	012.4841.658.011	280995	47.14
M D	001.4309.021.001		50.00
M D	001.4430.020.000		125.00

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA							
151513	05/15/15	BSN SPORTS INC	70.36		96841890		N D 001.4420.033.000
151514	05/15/15	CARSON/AMANDA	1,380.40				M D 001.4430.020.000
151515	05/15/15	CASTILLO'S MOBILE TR	400.00		1603		M D 001.4342.020.001
151516	05/15/15	COLLEY AUTO CARS INC	45.91CR				N D 001.4342.011.000
151516	05/15/15	COLLEY AUTO CARS INC	399.72		73855		N D 001.4342.011.000
151516	05/15/15	COLLEY AUTO CARS INC	42.29		73855		N D 001.4342.020.001
			396.10		*CHECK TOTAL		
151517	05/15/15	COMMUNITY ACTION-EAP	350.00				N D 001.4150.435.000
151518	05/15/15	COMPUTER SERVICE COM	2,795.16				N D 007.4345.020.002
151518	05/15/15	COMPUTER SERVICE COM	1,187.21				N D 007.4341.020.003
151519	05/15/15	CORODATA	93.36		4152980		N D 001.4190.019.000
151520	05/15/15	COSTCO WHOLESAL	100.50		4/28/2015		N D 001.4311.033.000
151521	05/15/15	CSG CONSULTANTS INC	3,740.00		B150176		N D 001.4311.020.001
151522	05/15/15	CUSTOM CRAFT FLOORIN	3,439.13		I-3463		N D 001.4410.023.000
151522	05/15/15	CUSTOM CRAFT FLOORIN	3,486.13		I-3468		N D 001.4410.023.000
					*CHECK TOTAL		
151523	05/15/15	DAPEER, ROSENBLIT & L	6,451.73		9867		N D 001.4170.020.001
151524	05/15/15	DAVIS/JOHN	50.00				M D 001.4309.021.001
151525	05/15/15	DOG DEALERS INC	839.80				N D 001.4420.020.000
151526	05/15/15	EMPIRE CLEANING SUPP	40.75		796167		N D 001.4430.031.000
151527	05/15/15	ENDLICH/MARY	36.00				M D 001.4420.013.009
151528	05/15/15	ENSBERG/STEPHEN	50.00				M D 001.4309.021.001
151529	05/15/15	ESPINOZA/MARCO A	1,548.69		4/17-21/2015		N D 001.4309.021.000
151530	05/15/15	EWING IRRIGATION PRO	57.16		9523771		N D 008.4415.033.000
151530	05/15/15	EWING IRRIGATION PRO	99.21		9556367		N D 008.4415.020.016
151530	05/15/15	EWING IRRIGATION PRO	30.00		9571734		N D 008.4415.033.000
151530	05/15/15	EWING IRRIGATION PRO	703.73		9603774		N D 008.4415.020.016
					*CHECK TOTAL		
151531	05/15/15	FISHER ASSOCIATES/RI	16,864.40		3620		N D 022.4410.924.001
151532	05/15/15	FORTELL TRAFFIC INC	7,756.60		8178		N D 007.4345.020.007

WARRANT DATE VENDOR
BANK OF AMERICA

Disbursement Journal

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
151533	05/15/15	GARCIA/RALPH	.00002				N D 001.367.003
151534	05/15/15	GAS COMPANY/THE	16323 163 717 4800 1				N D 001.4430.022.002
151535	05/15/15	GLENDORA SIGNS	12808 REFURBISH SIGNS-DEP 3,911.00		50%DOWN		M D 020.4410.937.015
151536	05/15/15	GOLDEN STATE WATER	16324 970040000002				N D 001.4415.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 180040000008				N D 075.4440.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 443830000005				N D 008.4415.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 867040000008				N D 075.4443.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 377040000001				N D 075.4443.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 387040000009				N D 075.4443.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 757040000001				N D 008.4414.022.004
151536	05/15/15	GOLDEN STATE WATER	16324 126830000009				N D 001.4415.022.004
151537	05/15/15	GRAINGER	12944 TOE GUARD UNISEX				N D 001.4342.033.000
151537	05/15/15	GRAINGER	12944 STORAGE CLIPBOARD				N D 001.4342.033.000
151538	05/15/15	GUAVEZ/LAMBERT	11058 INSTR. DANCE				M D 001.4420.020.000
151539	05/15/15	GUERRA/NORMA	.00003 REFUND DEPOSIT 5/2				N D 001.341.002
151540	05/15/15	HADDOX/NATALIE	10480 INSTR. AEROBICS APR/15 75.00				M D 001.4430.020.000
151541	05/15/15	HARRINGTON AUTOMOTIV	13607 SVS, RPR UNIT # 24				M D 001.4342.011.000
151541	05/15/15	HARRINGTON AUTOMOTIV	13607 SVS, RPR, LABOR UNIT # 3				M D 001.4342.011.000
151541	05/15/15	HARRINGTON AUTOMOTIV	13607 SVS, RPR, LABOR UNIT # 246.49				M D 001.4342.020.001
151542	05/15/15	HDL COREN & CONE	13142 PROPERTY TAX APR-JU 3,375.00				N D 001.4190.020.007
151543	05/15/15	HOLLIDAY ROCK COMPAN	13195 FOB SHEET MIX, EMULSIO 429.84				N D 001.4341.033.000
151544	05/15/15	HORNLOWER CRUISES A	11068 DEPOSIT BRUNCH CRUISE 500.00				N D 001.4420.034.002
151545	05/15/15	INLAND EMPIRE	13575 DAY@REGAN PRESIDENT 1,677.00				N D 001.4420.034.002
151545	05/15/15	INLAND EMPIRE	13575 DAY@REGAN PRESIDENT 2,642.50				N D 072.4125.434.000
151546	05/15/15	INLAND OFFICE PRODUC	10441 OFFICE SUPPLIES				N D 001.4190.030.000
151547	05/15/15	IRWINDALE INDUSTRIAL	11919 PHYSICAL, O'BRIEN, GREG 180.00				N D 001.4150.433.000
151548	05/15/15	JOHNSON/BARBARA	12574 GIFT BOUTIQUE SALES				M D 001.4420.013.009
151549	05/15/15	JOHNSON/HENRY W	12112 UMPIRE FORFEIT FEE				M D 001.367.003
151550	05/15/15	JUSTICE/STEVEN	10928 ENTERTAINMENT LUNCH 5 150.00				M D 001.4420.013.003

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5/28/2015

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#
BANK OF AMERICA							
151565	05/12/15	MARSAN TUBE & IRRIGA	14540 SLIP FIX PVC, VALVE	202.14		400645	N D 008.4414.020.016
151565	05/12/15	MARSAN TUBE & IRRIGA	14540 CHECK VALVE	59.88		400700	N D 008.4414.020.016
151565	05/12/15	MARSAN TUBE & IRRIGA	14540 SUPERIOR BRASS KITS	233.26		400711	N D 008.4414.020.016
				524.71	*CHECK TOTAL		
151566	05/15/15	MATHISEN OIL COMPANY	14565 DIESEL FUEL	1,056.05		4123512	N D 001.4342.011.001
151566	05/15/15	MATHISEN OIL COMPANY	14565 REGULAR GASOLINE	2,040.51		4123560	N D 001.4342.011.001
				3,096.56	*CHECK TOTAL		
151567	05/15/15	MATULIONIS/KATHLEEN	12197 INSTR. AEROBICS APR/1	937.50			M D 001.4430.020.000
151568	05/15/15	MELTON/DAN	10593 UMPIRE FORFEIT FEE 5/1	20.00			N D 001.367.003
151569	05/15/15	MILLER/BEVERLY	10361 GIFT BOUTIQUE SALES	13.95			M D 001.4420.013.009
151570	05/15/15	MULCAHY/SANDRA J	12030 INSTR. AEROBICS APR/1	200.00			M D 001.4430.020.000
151571	05/15/15	MURPHY/BONNIE J.	14729 INSTR. AEROBICS APR/1	550.00			M D 001.4430.020.000
151572	05/15/15	PACIFIC TRUCK EQUIPM	11040 RUGBY DUMP BED & HO	6,160.00	61292		N D 070.4314.039.013
151573	05/15/15	PAPA	10315 PAPA/QAC J.ROBERTSON	780.00	7/07/2015		N D 001.4414.021.000
151574	05/15/15	PARTEK SOLUTIONS INC	10848 POLYTHERMAL TICKETS	1,192.71	16671		N D 001.4190.030.001
151575	05/15/15	PATEL/KRISHNA	10330 REIMB. CONFERENCE, LUNCH	61.00	3/15,25-26/15		N D 001.4310.021.000
151576	05/15/15	PLUMBING WHOLESALER O	15093 BRADFORD CONN.FIP DRA	465.88			N D 001.4410.023.000
151576	05/15/15	PLUMBING WHOLESALER O	15093 WATER HEATER REPLAC	1,895.88			N D 001.4410.015.000
				2,361.71	*CHECK TOTAL		
151577	05/15/15	PROSOURCE FACILITY S	10139 MULTIFOLD WHITE TOWEL	460.53			N D 001.4411.031.000
151577	05/15/15	PROSOURCE FACILITY S	10139 MULTIFOLD WHITE TOWEL	460.53			N D 001.4412.031.000
151577	05/15/15	PROSOURCE FACILITY S	10139 MULTIFOLD WHITE TOWEL	1,381.58			N D 001.4430.031.000
				23.21			N D 001.4430.019.000
151578	05/15/15	PRUDENTIAL OVERALL S	15632 MAT // GRAY	23.21			N D 001.4430.019.000
151578	05/15/15	PRUDENTIAL OVERALL S	15632 MAT // GRAY	23.21			N D 001.4430.019.000
151578	05/15/15	PRUDENTIAL OVERALL S	15632 MAT // GRAY	23.21			N D 001.4430.019.000
151578	05/15/15	PRUDENTIAL OVERALL S	15632 MAT // GRAY	92.84			N D 001.4430.019.000
				22029610			N D 001.4430.019.000
				22032118			N D 001.4430.019.000
				22036708			N D 001.4430.019.000
				22040314			N D 001.4430.019.000
				92.84	*CHECK TOTAL		
151579	05/15/15	QUEEN MARY/THE	10459 DEPOSIT BUFFET TOUR	8256.00	8/26/2015		M D 001.4420.034.002
151580	05/15/15	QUILL CORPORATION	15663 QUILL 2PLY PRINTROLL	128.61	3560120		N D 001.4190.030.000
151581	05/15/15	RAHI/M. YUNUS	11303 RAHI MTG 4/16	50.00			M D 001.4309.021.001
151581	05/15/15	RAHI/M. YUNUS	11303 REIMB.PLAN.COMM.ACADE	102.80	3/4-6/2015		M D 001.4309.021.001
				152.80	*CHECK TOTAL		

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
1515882	BANK OF AMERICA	APR IMAGES #33330339	58.74		50355680701		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #33352753	290.77		50355680912		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333333044	41.07		50355680915		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333618731	173.48		50355681058		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333670163	425.34		50355681211		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #33381037	366.67		50355725770		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333876607	132.46		50355725831		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333676607	409.23		50355725862		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333676607	277.67		50355725862		D 001.4190.015.000
1515882	BANK OF AMERICA	APR IMAGES #333676607	2,243.50		TOTAL		D 001.4190.015.000
1515883	RIGHT OF WAY INC	PATTY'S PLACE/WAY SIGN	64.75		17325		N D 001.4345.033.000
1515883	RIGHT OF WAY INC	TRAFFIC CONTROL SIGNS	113.96		17465		N D 001.4345.033.000
1515884	RJM DESIGN GROUP INC	LANDSCAPE DESIGNER/AR	443.60		30347		N D 110.211.843
1515884	RJM DESIGN GROUP INC	LANDSCAPE DESIGNER/AR	1,091.76		30348		N D 110.211.843
1515884	RJM DESIGN GROUP INC	LANDSCAPE DESIGNER/AR	1,535.36		TOTAL		N D 110.211.843
1515885	RKA CONSULTING GROUP	CITY ENGINEER SERVICE	220.50		165574		N D 110.211.822
1515885	RKA CONSULTING GROUP	ENGINEER SERVI	3,071.00		165589		N D 001.4308.020.002
1515885	RKA CONSULTING GROUP	DEVEL SVS PLAN CK ENG	4,822.50		165502		N D 001.4308.020.002
1515885	RKA CONSULTING GROUP	ENGINEER SVS MONTE VIS	92.75		23343		N D 012.210.001
1515885	RKA CONSULTING GROUP	SAN DIMAS ST. IMPROV	2,188.50		23503		N D 012.210.001
1515885	RKA CONSULTING GROUP	SAN DIMAS ST. IMPROV	6,055.25		TOTAL		N D 012.210.001
1515886	RODRIGUEZ, INC./R.Y.	VAPOR TEST 15-003-O-Z	508.10		27592		N D 001.4342.020.003
1515886	RODRIGUEZ, INC./R.Y.	SVS, RPR, LABOR 15-20	180.87		27603		N D 001.4342.020.003
1515886	RODRIGUEZ, INC./R.Y.	SVS, RPR, LABOR 15-20	1,058.75		27617		N D 001.4342.041.011
1515886	RODRIGUEZ, INC./R.Y.	SVS, RPR, LABOR 15-20	1,747.72		TOTAL		N D 001.4342.041.011
1515887	ROYAL CORPORATION	DISP.SOAP, THEFT RESIS	178.37		4515713		N D 001.4411.031.000
1515888	SAN DIMAS GROVE STAT	MAY H.O.A. 234 S.S.D.A	297.90		034.4802.865.512		N D 034.4802.865.512
1515888	SAN DIMAS GROVE STAT	MAY H.O.A. 264 S.S.D.A	301.54		034.4802.865.512		N D 034.4802.865.512
1515888	SAN DIMAS GROVE STAT	MAY H.O.A. 334 S.S.D.A	301.08		034.4802.865.512		N D 034.4802.865.512
1515888	SAN DIMAS GROVE STAT	MAY H.O.A. 354 S.S.D.A	297.57		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	166 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	168 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	182 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	184 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	185 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	197 COMMERCIAL MAY15	243.74		034.4802.865.512		N D 034.4802.865.512
1515889	SAN DIMAS VILLAGE WA	197 COMMERCIAL MAY15	1,462.44		TOTAL		N D 034.4802.865.512
151590	SANDOVAL/GILBERT	REFUND DEPOSIT 5/2	100.00				N D 001.341.002

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA						
151598	05/15/15	T-ZIGNS ETC	1,024.83	2015-40028		M D 001.4430.029.000
151599	05/15/15	TARGET	289.62			N D 001.4420.033.000
151599	05/15/15	TARGET	24.93			N D 001.4120.021.000
			314.55	*CHECK TOTAL		
151600	05/15/15	THOMPSON PLUMBING SU	33.37	414772		N D 001.4411.033.000
151601	05/15/15	THORNTON/JEAN M	75.00			M D 001.4430.020.000
151602	05/15/15	TOLAR MFG. CO., INC	645.00	10939		N D 012.4841.692.004
151603	05/15/15	TRIMBLE/JILL	487.50			M D 001.4430.020.000
151604	05/15/15	UNDERGROUND SERVICE	157.50	420150633		N D 001.4310.016.000
151605	05/15/15	UNITED ROTARY BRUSH	114.05	284522		N D 001.4342.011.002
151605	05/15/15	UNITED ROTARY BRUSH	772.08	284604		N D 001.4342.011.002
			886.13	*CHECK TOTAL		
151606	05/15/15	VAN OOSTEN/LUCIEN F.	516.80			M D 001.4420.020.000
151607	05/15/15	VERIZON	139.99			N D 001.4190.020.034
151608	05/15/15	VERIZON CALIFORNIA	45.84			N D 001.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	48.60			N D 001.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	45.57			N D 001.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	175.44			N D 003.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	154.36			N D 008.4414.022.003
151608	05/15/15	VERIZON CALIFORNIA	46.99			N D 001.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	46.73			N D 001.4410.022.003
151608	05/15/15	VERIZON CALIFORNIA	192.64			N D 001.4430.022.003
151609	05/15/15	VERIZON WIRELESS	1,603.85			N D 001.4190.022.003
151609	05/15/15	VERIZON WIRELESS	912.60			N D 001.4190.022.003
151610	05/15/15	VISTA PAINT CORPORAT	39.83	2015-021063-00		N D 008.4414.033.000
151610	05/15/15	VISTA PAINT CORPORAT	85.17	2015-035936-00		N D 001.4410.033.000
151610	05/15/15	VISTA PAINT CORPORAT	194.85	2015-051944-00		N D 001.4410.033.000
				*CHECK TOTAL		
151611	05/15/15	VISTA/CITY OF	72.00	6/27/2015		N D 001.4420.034.002
151612	05/15/15	WALTERS WHOLESALE EL	109.00	2302320-01		N D 001.4412.023.000
151612	05/15/15	WALTERS WHOLESALE EL	653.47	2305367-00		N D 007.4341.033.000
151612	05/15/15	WALTERS WHOLESALE EL	250.87	2305399-00		N D 007.4341.033.000
151612	05/15/15	WALTERS WHOLESALE EL	11.61	2305606-00		N D 001.4342.033.000

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WARRANT DATE VENDOR

BANK OF AMERICA

Disbursement Journal

DESCRIPTION

CLAIM INVOICE

PO#

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GL540R-V07.27 PAGE 9

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
151612	05/15/15	WALTERS WHOLESAL	10860 PHIL MH1000 6PK	1,264.22	*CHECK	2305649-00		N D 008.4414.033.000
						TOTAL		
151613	05/15/15	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	414.72		5301216		N D 001.4430.033.000
151613	05/15/15	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	715.04	*CHECK	5301805		N D 001.4430.033.000
						TOTAL		
151614	05/15/15	WEST COAST ARBORISTS	12070 14-15 TREE PLANTING	243.80		105094		N D 008.4415.020.013
151615	05/15/15	WESTERN ENVIRONMENTA	10319 CLEAN WASH RACK PIT	400.00		20308		N D 001.4341.028.000
151616	05/15/15	XEROX CORPORATION	17425 6204CP COPIER W/OUT SV	48.48		701856844		N D 001.4190.015.000
151616	05/15/15	XEROX CORPORATION	17425 WC7428P PRINTER	143.83		701856844		N D 001.4190.015.000
						TOTAL		
		BANK OF AMERICA	TOTAL	415,952.76				

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GL540R-V07.27 PAGE 10
CITY OF SAN DIMAS
F 9 S ACCOUNT

Disbursement Journal
DESCRIPTION AMOUNT CLAIM INVOICE PO#
415,952.76

RECORDS PRINTED - 000262



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, MARCH 30, 2015
SAN DIMAS COUNCIL CHAMBERS
CONFERENCE ROOM
245 E. BONITA AVENUE

PRESENT:

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

City Manager Blaine Michaelis
Assistant City Manager Ken Duran
City Attorney Mark Steres
Assistant City Manager for Community Development Larry Stevens
Director of Public Works Krishna Patel
Director of Parks and Recreation Theresa Bruns
Capt. Duane Harris, Los Angeles County Sheriff's Department

CALL TO ORDER

Mayor Morris called the City Council – Staff Retreat to order at 5:00 p.m.

1. ORAL COMMUNICATIONS

Dr. Ersher commented on the number of vacancies and deteriorated condition of the Via Verde Shopping Center and the need for the City to get the attention of the property owner to do something.

Councilmembers and City Manager Michaelis commented on numerous efforts in meeting with the property owner and property manager to address concerns with the center.

2. LAND USE DESIGNATIONS SUCCESSOR AGENCY PROPERTY AT BONITA/CATARACT AND BONITA/EUCLA

Assistant City Manager Duran explained the process for disposing of the former Redevelopment Agency property under the State approved Long Range Property Management Plan. He added that under the approved plan the City can actively market the properties for sale. He further added that now would be a good time for the City Council to consider whether there should be consideration for a different land use designation for the properties.

Assistant City Manager for Community Development Stevens provided a summary of the current zoning for the properties, which is Creative Growth Specific Plan, essentially retail. He added that in recent years there have been a number of inquiries of the Bonita/Cataract property with interest in residential development.

There was discussion on the possibilities for residential development on the Bonita/Cataract site. The consensus of the Council was to maintain the current zoning for now and encourage development of a hotel and possibly restaurants. The Council directed staff to initiate a Request for Proposals process to solicit proposal for a hotel with restaurant or other compatible retail development.

3. PARKS AND PUBLIC LANDSCAPE CAPITAL PROJECTS

(Councilmember Ebner arrived)

Parks and Recreation Director Bruns provided an update on the status of Marchant Park, Via Verde Park and Via Verde Ave. median island improvement projects

4. MICROBREWERIES AND BREWPUBS

Mr. Stevens reported that microbreweries and brewpubs as defined, are not permitted in any of the city's existing zones. He reviewed the characteristics of the two businesses and existing zones. He also reviewed a survey of the zoning designation of these types of businesses in other cities.

The Council discussed the desire to accommodate these types of businesses in the city. The Council also discussed that the existing code is too restrictive and does not allow for enough flexibility to respond to changing business trends. There was further discussion on these issues.

Mr. Stevens summarized that based upon Council discussion, staff will review and modify the code as necessary to allow for brewpubs as an accessory use in commercial zones; gather more information regarding amending the code to allow for microbreweries in industrial zones; and begin to look at simplifying the zoning codes to make them more flexible.

5. HORSETHIEF CANYON PARK ACCESS ROAD FROM THE FOOTHILL/WALNUT INTERSECTION

Mr. Michaelis reported that through the public hearing process of the residential development of the San Dimas Equestrian Center property there was discussion of the extension of a road from Foothill Blvd. into Horsethief Canyon Park. At the conclusion of the hearing process Council directed suggested that a discussion of the road extension occur independent of a development proposal.

Ms. Bruns provide a history of the development of Horsethief Canyon Park and in particular the history of the inclusion of a road extension from Foothill Blvd. The Council had a discussion on the history of the acquisition on prior development planning of the park.

Councilmember Templeman commented that he does not see the need to take up extra open space land for a road. He added that he does not see the need for a second access.

Mayor Morris commented that a road would save traveling an extra mile to access the park.

Councilmember Ebner commented that he feels with the current park development the existing road is sufficient, however if the park usage becomes more intensive maybe a second access would be beneficial.

After further discussion it was the consensus of the Council to require any road that may be necessary for the future development of the San Dimas Equestrian Center property to be dedicated to the City and terminate at the end of the project. The decision on the potential extension of the road would be evaluated in the future.

6. PARKING REQUIREMENTS

Mr. Stevens provided a status report on the proposed expansion of the property at xxx Foothill Blvd. and the code requirements for additional parking. He provided some possible solutions for accommodating additional parking by the property owner leasing property adjacent to the site from

MWD for additional parking. Councilmembers commented that the City should find ways to help the existing restaurant grow and expand. Mr. Stevens commented that staff will continue to evaluate options for the properties additional parking requirements.

7. PROJECT UPDATES

Mr. Michaelis reported that staff met with the architect to review the concept plans for the Bonita Ave. sidewalk replacement project. He suggested that the City Council schedule a study session on April 14th to review the concept plans. He added that there are some key decisions that the Council needs to make before going forward with more detailed plans.

Mr. Michaelis reported that one of the decisions is the need to replace existing individual business monument signs with a different way finder sign. Mr. Stevens provided some examples of business directory or way finder signs. There was discussion on the types of business directory signs. The consensus was to move away from individual monument signs.

Mr. Stevens reported that another issue with the project is the need to address encroachments into the right of way such as fixed canopies and outdoor dining. He added that staff will be recrafting the façade assistance program to provide a way to assist businesses to address these issues.

Mr. Michaelis commented that design concepts such as the inclusion of a water feature and clock have been mentioned by some Councilmembers and that these ideas will be discussed at the study session.

Mr. Michaelis commented that staff also needs direction on what the public participation process will be for review of the concept plans.

Councilmember Ebiner commented that he feels that after the Council has narrowed down the elements of a concept plan there should be an open house to get feedback. Councilmember Bertone added that if there is that type of meeting the public needs to know what the costs are associated with the options.

Mayor Morris commented that the Council has been discussing this project for several years and that design by committee is not the best approach, that the Council needs to ultimately decide what is the best design for the project. Councilmember Templeman stated that he agrees that the Council should decide the final design of the project.

Mr. Michaelis reported that the City purchased the home at 123 N. Monte Vista using housing set-aside funds for the potential use of the property for low and moderate income housing. He added that because of the dilapidated condition of the house the property has remained vacant. He further added that staff feels that the house should be demolished and plans be prepared for a new home on the property. Mr. Stevens added that the lot size is non-conforming because of its small size and that a new house would need a variance to be constructed. After discussion the consensus of the Council was to demolish the existing house, develop plans for a new house on the site and initiate the variance process.

Mr. Stevens provided the Council with an update on the Walnut Creek Open Space project. He reported that the environmental report is complete and will be circulated for public comment in April.

Mr. Michaelis reported that staff has been tracking the application process for projects for the Proposition 1 Water Bond and will be focusing on submitting applications for projects that are already in the city's plans.

Ms. Bruns provided a status report on the various median island improvement projects.

Mr. Michaelis asked for direction on the recruitment process to fill the Planning Commission vacancy. The consensus of the Council was to begin to advertise to accept applications for the Commission.

8. ORAL COMMUNICATIONS

Dr. Ersher commented that he feels that the Council is hampered by not being able to respond to public comments because of the restrictions of the Brown Act. He also commented that the City needs to take a more proactive approach to the deteriorated conditions of the Via Verde Shopping Center. Mayor Morris suggested putting on future City Council agenda a discussion of the shopping center.

9. ADJOURNMENT

There being no further business Mayor Morris adjourned the meeting at 9:10 p.m.

Respectfully submitted,

Ken Duran, City Clerk



MINUTES
SPECIAL CITY COUNCIL MEETING
TUESDAY, APRIL 14, 2015 5:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
CONFERENCE ROOM
245 E. BONITA AVENUE

PRESENT:

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

City Manager Blaine Michaelis
Assistant City Manager Ken Duran
City Attorney Mark Steres
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 5:00 p.m.

2. ORAL COMMUNICATIONS

- a. Members of the Audience

None.

3. DOWNTOWN BOARDWALK REPLACEMENT PROJECT

Mr. Michaelis provided a history of the project and prior discussions with the City Council. He added that staff has been working with Architerra Design Group to develop a concept plan based upon previous Council input. He further added that the objective tonight is to present some preliminary concept plans and that there are a series of decision points that staff would like direction on.

Councilmember Badar asked about input from community meetings. Mayor Morris responded that the Council needs to make some decisions now so that the process can move forward. Mr. Michaelis added that staff is looking to the Council for design decisions and that staff will work with the businesses on the implementation plan. Councilmember Ebiner confirmed that the final design will have final approval by the Council. Mayor Pro Tem Templeman commented that once the architect gets into final drawings things can't continue to be tweaked.

Richard Krumwiede, Architerra Design Group introduced Project Manager Robert Collings and distributed a design workshop check list to be used to help make some design decisions. He commented that based upon input from the City and a study of the existing conditions and historic elements they have developed two options for consideration. He also defined the scope of the project area.

He introduced Alternative #1 and #2 and reviewed the various elements of each.

Mr. Krumwiede stated that the first decision point is on the preferred hardscape surface. The Council discussed their thoughts and opinions on the two proposed surfaces. They agreed to differ making a decision for the moment.

Mr. Krumwiede presented three proposed tree approaches, including location and tree species. There was discussion on the characteristics of the proposed trees, planting sizes and planting techniques. The Council consensus was the white crape myrtle.

Mr. Krumwiede presented the next review as directional or way finder signage. He proposed that the idea is to eliminate the existing individual monument signs and propose more directory or way finder type signs. The consensus was the directory type options were too bulky and the preference is for post with placards approach. It was also suggested to include way finder signs at the rear of the buildings off the parking lots.

Mr. Krumwiede presented the topic of benches and trash receptacles. He suggested that the continued use of the existing style would work with the design. The consensus of the Council agreed.

Mr. Krumwiede presented the topic of bike racks. He showed examples of various designs of racks. There was discussion of the various proposed designs. There was a suggestion of a design like an orange. The consensus was the preference of a whimsical design like a bike or maybe an orange.

Mr. Krumwiede presented that currently there are a number of cluster mailboxes and proposed two different designs for more consolidated cluster boxes. The consensus was the preference for option "B" style mailbox.

Mr. Krumwiede presented that large planter pots are proposed for accent planting. He showed various styles and designs for pots. The consensus was for a colored pot, not concrete finish, maybe a terracotta. It was also suggested to incorporate a design into the pot like a city logo if possible. In response to a question he stated that they hadn't identified any specific plant palette yet but might include something cascading or a center plant for height.

Mr. Krumwiede presented the idea of murals on the sides of buildings at a few appropriate locations. There was discussion on the appropriate locations and size. The consensus was that it could be a good idea.

Mr. Krumwiede presented the idea of themed statuary's at several locations. There was some discussion. The consensus was that the Council may be open to the idea but it depended on the scale and theme.

Mr. Krumwiede asked if there was interest in banners or flags. It was mentioned that themed or event banners have been popular and there may be interest in them. There was discussion of retaining or reinstalling the flag poles. There wasn't much interest in this concept.

Mr. Krumwiede inquired about the inclusion of a clock tower. There was strong support for a vintage style clock.

Mr. Krumwiede discussed the various styles of tree well grates. The consensus was preference for the stock grate with a rust patina finish.

Mr. Krumwiede inquired about the desire for street tree lighting. He showed examples of various options. The consensus was for uplighting from the grates with the ability to add additional seasonal lighting.

Mr. Krumwiede commented that City will need to come up with a standard for fencing for outdoor dining areas. He offered some suggested alternatives for portable fencing installations.

Mr. Krumwiede discussed some street drainage issues with the bow-out areas and suggested bio swale planters to assist with the drainage. There was discussion regarding the design and concept. There was some concern with the look of the plantings and the potential need for a barrier between the area and sidewalk.

Mr. Krumwiede discussed the placement of historic markers on the face of buildings or in the pavement and showed examples. There was discussion on retaining the existing historic building photo markers in some fashion. He responded that they will explore other mounting options to retain the photo concept.

Mr. Krumwiede asked for interest in including a water feature and showed a few examples. Councilmember Ebiner expressed his strong desire that some type of water feature should be included and he shared some examples. There was discussion on the pros and cons of a water feature. The consensus of the Council was to not include a water feature.

The Council revisited the discussion on the type of hardscape material. It was the consensus of the Council that they favored the option that included the brick ribbon.

Mr. Michaelis informed the Council that some of the buildings will be required to remove the fixed awnings that encroach into the right-of-way and staff will begin to have discussions with those businesses. He also mentioned that the design shows improvements into some of the building entrances and thresholds that will have to be discussed with those building owners. He added that it may be necessary to provide an assistance program to assist them and other businesses with improvements.

Mr. Michaelis commented that with the input and direction given this evening the architect will begin to prepare a final master plan and present it back to the Council.

4. ADJOURNMENT

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

Respectfully submitted,

Ken Duran, City Clerk



MINUTES
REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 28, 2015, 7:00 P. M.
CITY HALL COUNCIL CHAMBERS
245 E. BONITA AVENUE

CITY COUNCIL:

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

STAFF:

City Manager Blaine Michaelis
Assistant City Manager Community Development Larry Stevens
Assistant City Manager Administrative Services Ken Duran
City Attorney Mark Steres
Director of Park and Recreation Theresa Bruns
Director of Public Works Krishna Patel
Deputy City Clerk Debra Black
Environmental Coordinator Latoya Cyrus

1. CALL TO ORDER AND FLAG SALUTE

Mayor called the meeting to order and led the flag salute at 7:03 p.m. He announced that a request was made by the developer to postpone Public Hearing item 6a until May 26, 2015 and that council would consider the request for postponement when the item comes up. He added that if anyone in the audience wanted to speak on the item and wouldn't be able to attend a meeting if the continuance is allowed they would be given the opportunity to speak at this meeting.

2. RECOGNITIONS

- Proclaim May as Older American Recognition Month and recognize Nancy Wilson

Mayor Morris read the Resolution to be presented to Nancy Wilson and introduced Erica Rodriguez Recreation Coordinator who joined the Mayor to make the presentation.

Nancy Wilson commented San Dimas is a wonderful community to live in.

Councilmember Bertone shared comments and offered congratulations on behalf of the Senior Citizens Commission.

- Senior Citizens Club Annual Report

Linda Groth Treasurer for the San Dimas Senior Citizens Club provided the annual report.

3. PRESENTATIONS

- Gold Line Update and Overview – Habib Balian, Chief Executive Officer of the Gold Line Construction Authority

Highlights of the PowerPoint presentation:

1. Construction Authority Board approved Environmental process in 2013 for the Azusa to Montclair Line (CEQA)
2. Advanced engineering underway
3. Artist selected
4. Funding – \$1.18 billion currently unfunded
 - \$36 million through Measure R – approved funding for conceptual engineering
 - New Tax Measure or extension of Measure R proposed for November 2016 election - construction ROM
 - SANBAG - \$55 million – design and build
5. Project will be “shovel ready” for design-build procurement in 2017 and take 5 years to complete
6. Six community meetings planned

Councilmember Bertone asked if measure request would be for extension of Measure R or a new tax.

Mr. Habib responded that Metro hasn't decided and they are looking at both. They are seeking approval to add a tax and the ability to extend the current tax is already granted by previous legislation but would still be up to the voters.

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

- a. Members of the Audience

Nora Chen with San Dimas Library – library activities announcements and updates

5. CONSENT CALENDAR

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

The minutes from the March 30, 2015 Study Session were removed at the request of Councilmember Ebner and deferred to the May 26, 2015 meeting. All other consent items were approved by vote of:

ACTION: Moved/Seconded: Councilmember Badar/Bertone
Yes: Ebner, Templeman, Morris

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

RESOLUTION NO. 2015-22, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTH OF APRIL, 2015.

- b. Approval of minutes for regular meeting of April 14, 2015, study sessions of March 30, 2015.

- c. Proposed 2015 – 2016 Assessment Rates for Open Space Maintenance Districts:

- (1) **RESOLUTION NO. 2015-23**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE ENGINEER'S REPORT AND DECLARING ITS INTENTION TO LEVY AND COLLECT AN ASSESSMENT FOR FISCAL YEAR 2015-16 PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972 AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION, AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS FOR OPEN SPACE MAINTENANCE DISTRICT NO. 1 (TRACT 32818, BOULEVARD)
- (2) **RESOLUTION NO. 2015-24**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE ENGINEER'S REPORT AND DECLARING ITS INTENTION TO LEVY AND COLLECT AN ASSESSMENT FOR FISCAL YEAR 2015-16 PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972 AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION, AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS FOR OPEN SPACE MAINTENANCE DISTRICT NO. 1 ANNEXATION NO. 3 (TRACT 32841, NORTHWOODS)

- (3) Authorize the City Manager to prepare a letter in support of State Bill SB 485 – Legislation to allow authority for the Los Angeles County Sanitation District (LACSD) to manage stormwater and dry weather runoff.

END OF CONSENT CALENDAR

6. PUBLIC HEARING

(Public hearings maybe reordered by the Mayor at the discretion of the legislative body)

- a. A request to change the name of the public street north of Foothill Boulevard, and any extension thereof, from Cataract Avenue to Brasada Lane

RESOLUTION NO. 2015-21, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING STREET NAME CHANGE FROM CATARACT AVENUE, NORTH OF FOOTHILL BOULEVARD TO BRASADA LANE

A public hearing was conducted for members of the audience to speak and go on record, upon conclusion a motion passed to grant postponement of the developer's presentation to be heard at the May 26, 2015 meeting.

ACTION: Moved/Seconded: Councilmember Bertone/Templeman

Yes: Badar, Ebner, Morris

The following residents were opposed to the request to change the name of the street:

- 1) Daniel Busik
- 2) Alex W. submitted a letter from Kathy & Keith Kuhlman also opposing
- 3) Lisette S.
- 4) Casey Higgins
- 5) Vanessa Garcia

Mayor Morris recessed the public hearing to the meeting of May 26, 2015 at 7:00 p.m.

Councilmember Templeman said that he would go along with a postponement this time but would not support a future continuance.

Councilmember Ebner said he would go along with the continuance as well but would like to hear the pros and cons at some point.

Councilmember Bertone would oppose any future continuance.

7. OTHER BUSINESS

(Other business items include an oral presentation including those recommending "receive and file.")

- a. Update and Overview of the Coordinated Integrated Monitoring Program (CIMP) Efforts in Accordance with the Stormwater (NPDES-MS4) permit

A staff report was presented by Latoya Cyrus Environmental Coordinator with recommendation to authorize staff to precede with CIMP Plan implementation efforts and send letter to the Regional Board regarding escalating costs associated with implementation of the WMP and CIMP Plans.

ACTION: Moved/Seconded: Councilmember Badar/Ebiner
Yes: Bertone, Templeman, Morris

b. Water Conservation Update

A staff report was presented by Theresa Bruns Director of Parks and Recreation with no action required.

8. ORAL COMMUNICATIONS

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

- 1) Tyler Fischella asked if conditions worsen would additional sanctions be implemented.

City Manager Blaine Michaelis responded yes they would in May 2015.

- 2) Jim McCants asked if customers would see a rate increase from the water companies if there is less demand, because of the guaranteed return on profits.

Mayor Morris replied yes that they would apply to the PUC for the increase and it would be granted.

b. City Manager
Mayor's call in show

c. City Attorney
Nothing to report.

d. Members of the City Council

- 1) Councilmembers' report on meetings attended at the expense of the local agency
Nothing to report.

- 2) Individual Members' comments and updates

Councilmember Templeman shared the idea of extending invitations to commissioners to participate in community certificate presentations.

Councilmember Ebiner announced the upcoming Gold Line Authority open house.

Councilmember Badar congratulated the San Dimas community on their water conservation awareness.

9. ADJOURNMENT

The meeting adjourned at 8:40 p.m. to the May 12, 2015 Study Session at 5:00 p.m.

Respectfully submitted,

Debra Black, Deputy City Clerk



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of May 12, 2015

FROM: Blaine Michaelis, City Manager

INITIATED BY: Karon De Leon, Facilities Manager

SUBJECT: Award of Cash Contract 2015-01,
Martin House Porch Project

SUMMARY

A request for the City Council to award Cash Contract 2015-01;
Martin House Porch Project in the amount of \$49,980.

BACKGROUND

The Martin House porch wooden decking has over the past ten years been repaired numerous times. This past year several areas of the deck showed signs of rotted, water damaged wood and upon further investigation it was determined that several of the girders and joists also had water damage. Staff researched several options for repairing the wooden deck and it was deemed more prudent to replace the wood material with a composition material that would have a much longer life. Building and Safety and Facilities staff worked on a selection of materials and developed a specification for the bidding process.

A mandatory pre-bid conference was conducted at which interested contractors were required to attend. Three companies were represented, of which one submitted a bid.

The sealed bids were received by the City Clerk and publicly opened on Friday, May 1, 2015 for the Martin House Porch Project.

The bid results were as follows:

- | | | |
|----|--------------------------------------|----------|
| 1. | New Millennium Construction Services | \$49,980 |
| 2. | All Pro Enterprises, Inc. | No Bid |
| 3. | Van Gaalen Construction | No Bid |

ANALYSIS

The project consists of the complete removal of existing wooden deck, replacement of decayed or damaged girders, joists, preparation of the support structures and the installation of a new composition deck system. The project specifications provide for the contract documents to be returned to the City within ten (10) calendar days of the award of contract, for work to commence within seven (7) calendar days of the execution of the contract, and work to be completed within twenty-one (21) calendar days of commencement of work.

Staff has reviewed the bid proposal, bid bond and references provided by the low bidder, New Millennium Construction Services, and verified that the contractor's bid bond is issued by an admitted surety (American Contractors Indemnity Company) as required by the Public Contract Code 20170. The State Contractor's License Board has confirmed that the Contractor's License #849024 is current and active.

A total of \$21,000 was allocated in the 2014-15 fiscal year Community Park Development Fund budget for the initial minor repair project. Although after careful consideration of the conditions, a complete replacement is being recommended therefore an additional \$33,978 will be required and staff is requesting an allocation of this additional amount from Community Park Development Fund for this project.

RECOMMENDATION

Staff recommends award of Cash Contract 2015-01, Martin House Porch Project to New Millennium Construction Services, for the total contract price of \$49,980, with a total budget allocation of \$54,978 which includes a ten percent (10%) contingency of \$4,998.

Respectfully Submitted,



Karon De Leon
Facilities Manager



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the Meeting of May 12, 2015

From: Blaine Michaelis, City Manager

Initiated by: Public Works Department *LM*

Subject: Cash Contract No. 2015-02 Alley Reconstruction – Alley M (north of Second Street from Cataract Avenue to Monte Vista Avenue)

- 1) Award of Construction Contract to the low bidder, Carvajal Trucking & Tractor Inc. for the amount bid of \$74,704.00.
- 2) Approval of total project budget of \$110,704.00 which includes the construction contract and allocates \$36,000 for project contingency funds, survey and soils testing, and construction inspection.

Summary

Reconstruction of Alley “M” North of Second Street from Cataract Avenue to Monte Vista Avenue is budgeted for \$120,000 in fiscal year 2014/2015. This project is part of the City’s annual alley repair program.

The project was advertised for public bid, and the City received sealed bids on May 05, 2015 from 10 contractors for the construction work. Carvajal Trucking & Tractor Incorporated (CT&T) is the low bidder. Staff recommends that Council consider awarding the contract to the low bidder, Carvajal Trucking & Tractor Incorporated for the bid amount of \$74,704.

In addition to the construction costs, the project budget includes funding for contingencies, survey and compaction testing as in previous alley projects. Additionally, this year, Staff is requesting a portion of the budgeted costs to include funds for contract inspection. The estimated costs of all items is \$110,704.00 which falls within the fiscal year budgeted amount of \$120,000.

BACKGROUND

Sealed bids for Cash Contract No. 2015-02 Alley Reconstruction - Alley “M” North of Second Street from Cataract Avenue to Monte Vista Avenue were received by the Deputy City Clerk on Tuesday, May 5th, 2015, and publicly opened. The project consists of reconstruction of asphalt pavement, installation of longitudinal gutter, reconstruction of alley intersection, and installation of curb and gutter.

The lowest five bid results are as follows:

Carvajal Trucking & Tractor Inc.	\$ 74,704.00
Gentry Brothers, Inc.	\$ 83,090.00
EC Construction	\$ 84,868.30
EBS General Engineering	\$ 94,965.00
All American Asphalt	\$ 99,799.00

For Fiscal year 2014/2015 the City allocated \$120,000 in Fund 12 for the project. Should Council choose to award to the apparent low bidder, the project budget would also include in addition to the construction costs, funds for contingencies, survey/engineering and soil testing and contract inspection. The proposed project budget would be as follows:

Proposed Project Costs:

Construction	\$ 74,704.00
Contingency	\$ 12,000.00
Survey	\$ 7,000.00
Compaction Testing	\$ 9,000.00
Contract Inspection	\$ 8,000.00

Total Project Costs: \$110,704.00

The project contingency funds are used in the event the contractor encounters unexpected conditions during construction. For instance if a small section of underlying subgrade is failing, City Staff would use the contingency funds to pay for removal of the failed area. Survey is necessary to make sure the road is constructed at the correct elevations for drainage and safe conveyance of traffic. Compaction Testing is part of quality assurance process that is important to ensure the long life of the improvements. This year, Staff is requesting a portion of the budgeted costs to include funds for contract inspection. The budgeted amount of \$120,000 is adequate to fund the costs of the construction and ancillary items listed.

Staff reviewed the bid proposal provided by the lowest responsible bidder, Carvajal Trucking & Tractor Incorporated and verified that the contractor's bid bond is issued by an admitted surety, as required by Public Contract Code 20170. It was confirmed through the State Contractor's License Board that the contractor's license 875627, Class C12, is current and active and expires on 4/30/2016. Staff contacted several of the references provided by the contractor who indicated that Carvajal Trucking & Tractor Inc. has successfully completed one or more Public Works projects in their City.

RECOMMENDATION

Staff recommends that Council consider:

- 1) Awarding the construction contract for Cash Contract 2015-02 Alley Reconstruction – Alley M (north of Second Street from Cataract Avenue to Monte Vista Avenue) to the low Bidder, Carvajal Trucking & Tractor Inc for the amount bid of \$74,704
- 2) Approving the project budget of \$110,704.00 which includes the construction contract and allocates \$36,000 for project contingency, survey, compaction testing and contract inspection.

Respectfully submitted,



Shari Garwick
Senior Engineer

05-15-01sg



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the meeting of May 12, 2015

From: Blaine Michaelis, City Manager

Initiated By: Ken Duran, Assistant City Manager

Subject: FY 15-16 Annual Capital & Operating Budget Public Hearing

Summary

Staff will provide an oral summary of the proposed budget for the benefit of the public. We will review and explain Schedule A, the Summary of Estimated Fund Balance and Transactions for all Funds. Following the presentation the Council shall conduct a public hearing to answer questions and receive public input on the proposed budget.

RECOMMENATION

1. Receive an oral presentation of the FY 15-16 budget highlights.
2. Respond to questions and provide additional information as desired.
3. Conduct public hearing to receive public comment.
4. Direct staff to incorporate any desired adjustments to the budget to be considered for adoption at the June 9, 2015 Council meeting.

CITY OF SAN DIMAS
SCHEDULE 1: SUMMARY OF ESTIMATED ENDING BALANCES
AND TRANSACTIONS FOR FISCAL YEAR 2015-16

FUNDS	ESTIMATED BEGINNING 7/1/2015	ESTIMATED REVENUES 2015-16	TRANSFER IN 2015-16	TRANSFER OUT 2015-16	ESTIMATED EXPENDITURES 2015-16	USE OF RESERVES 2015-16	ESTIMATED ENDING BAL 6/30/2016
01 General	16,856,373	21,099,380	352,140	792,325	19,327,984	1,335,900	16,851,684
02 Gas Tax	1,237,574	791,000	-	225,000	512,000	-	1,291,574
03 Walker House	212,777	187,970	-	-	151,278	-	249,469
04 City Hall/CB	-	-	742,720	-	742,720	-	-
06 Sewer	1,053,374	53,029	-	-	132,000	-	974,403
07 Lighting	1,745,907	1,101,307	-	125,000	1,194,845	-	1,527,369
08 L/S Parcel Tax	-	830,060	49,605	-	879,665	-	-
12 Infrastructure	1,587,897	2,121,000	1,000,000	6,680	4,433,350	-	268,867
20 Comm Park/Fac	217,529	918,000	291,471	-	1,427,000	-	-
21 Open Sp #1	16,571	-	44,429	-	61,000	-	-
22 Open Sp #2	1,136,861	350,000	-	-	785,000	-	701,861
23 Open Sp #3	-	-	-	-	-	-	-
27 CC Pkg Dist	-	16,321	7,507	-	23,828	-	-
28 CC Redemption	-	8,985	-	-	8,985	-	-
29 CC Reserve	1,608	-	-	827	-	-	781
40 CDBG	-	135,289	-	-	135,289	-	-
41 COPS	-	100,000	-	-	100,000	-	-
53 Golf Course	264,504	655,000	-	-	700,000	-	219,504
70 Equipment Replacement	475,368	4,000	-	-	215,500	-	263,868
71 AQMD	127,719	42,768	-	2,140	10,000	-	158,347
72 Prop A	417,887	594,200	-	-	730,687	-	281,400
73 Prop C	1,090,927	498,300	-	-	442,000	-	1,147,227
74 Measure R	781,460	368,500	-	-	263,500	-	886,460
75 Open Space Mnt	20,205	44,260	-	-	47,130	-	17,335
ALL CITY FUNDS TOTAL	27,244,541	29,919,369	2,487,872	1,151,972	32,323,761	1,335,900	26,176,049
32 SUCCESSOR HOUSING AUTHORITY TOTAL	1,119,135	345,016	-	248,619	-	-	1,215,532
38 /39 SUCCESSOR AGENCY TOTAL	328,873	-	1,790,265	-	1,790,265	-	328,873
GRAND TOTAL CITY AND ENTITIES	28,692,549	30,264,385	4,278,137	1,400,591	34,114,026	1,335,900	27,720,454



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of [date]

FROM: Blaine Michaelis, City Manager

INITIATED BY: Community Development Department

SUBJECT: Request from Planning Commission to consider revising the San Dimas Zoning Code to change the membership of the Development Plan Review Board

BACKGROUND

On April 16, 2015 the Planning Commission considered an appointment to the DPRB. As part of that discussion the Commission, on a 3-1 vote (see attached minutes), recommended that the City Council consider changing the composition of the DPRB. Generally the Commission was concerned that a Planning Commission (or City Council) representative on the DPRB had an advantage in considering projects that were required to go through multiple boards for approval.

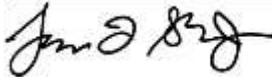
Municipal Code Section 18.12.020.A. reads as follows:

Creation. There is created a development plan review board consisting of the president of the Chamber of Commerce; a member of the city council; a member of the planning commission; the director of public works; the city manager; the director of development services; or their designated representatives; and, an appointed member of the general public at large with a designated alternate. In the event that the board attendance is not sufficient to reach a quorum, the director of community development shall appoint a temporary board member(s).

RECOMMENDATION

If the City Council desires to consider a change in the DPRB membership, Staff will prepare an analysis of potential alternatives for discussion prior to initiating the Code Amendment.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Larry Stevens". The signature is written in a cursive style with a large, stylized "L" and "S".

Larry Stevens
Assistant City Manager for Community Development

Attachments:

1. Planning Commission Minutes for April 16, 2015

ATTACHMENT # 1

Planning Commission Minutes – April 16, 2015 (Excerpt)

DESIGNATION OF REPRESENTATIVE TO THE DEVELOPMENT PLAN REVIEW BOARD

Senior Planner Marco Espinoza stated per the Municipal Code, the membership of the Development Plan Review Board (DPRB) includes a representative from the Planning Commission. This did not need to be an officer, any member of the Commission could be the representative, and that the meetings are held on the second and fourth Thursdays of the month at 8:30 a.m. and run anywhere from 30 minutes to three hours or so.

Commissioner Davis asked what the purpose of having a member of the Commission on the DPRB was.

Senior Planner Espinoza stated when it was created the intent was to have a broad spectrum of community representatives as well as Staff members to review proposed new development in the City.

Assistant City Manager Stevens stated over the 25 years that the Board has existed the composition of the membership has changed a few times. The At-Large Public Member was added in the early 1990's, and some of the Staff positions have changed. The three consistent positions have been a representative from the Commission, the City Council, and the Director of Planning. We have always tried to maintain a minimum of four members that were not Staff positions to avoid the perception that Staff was dictating the operations and decisions of the Board. At some point the City may want to revisit the membership again.

Commissioner Davis asked who would do that, and stated he has noticed that when they are hearing testimony from an applicant that has already been to the Board before coming to the Commission, the Commission representative has heard debate that the Commissioners have not been part of and that it seemed to have an impact on the way the project was viewed at the Commission meeting. He felt that they should not have a representative on the Board because it has a different scope of responsibility.

Assistant City Manager Stevens stated the City Council would have to amend the ordinance if there were to be any changes in the membership. There have been times when the City Council or Planning Commission member has abstained from voting on certain items knowing the project would be coming forward for review. However, the numbers of items that the Board hears that then move on to be heard by the Commission are probably less than a third of the applications. Usually they are larger projects involving zone changes and tract maps. If the Commission felt this process was cumbersome, they could consider a potential code amendment. He spoke about how the provision was included to allow the Director of Planning to appoint a substitute member if there are problems achieving a quorum, and the time of the meeting can make it challenging to attend for people that are working. If the Commission feels there is a concern, Staff can evaluate options.

Commissioner Davis reiterated that he had concerns about having a rep from the Commission and Council and felt there should be other community members on the Board.

Chairman Bratt stated he concurred with Commissioner Davis' concerns, though he felt that Mr. Schoonover did not use the information he learned at DPRB to an unfair advantage.

Senior Planner Espinoza stated the Board's direction is to review the architecture and layout of a project more than whether or not the use is appropriate.

Commissioner Davis stated he still felt there were occasions when an item came before the Commission that had been to DPRB first that Mr. Schoonover had already made up his mind based on the testimony given to the Board.

MOTION: Moved by Ensberg, seconded by Davis to recommend Commissioner Rahi to attend the DPRB meetings until such time as the Commission can make a recommendation to the City Council to amend the code regarding membership.

Commissioner Rahi stated he has attended in the past when Mr. Schoonover wasn't available, and while it would be difficult with his work schedule, he would consent to be the rep.

Commissioner Davis stated he would like to start the process to ask the City Council to review the current ordinance.

Assistant City Manager Stevens stated they could make a separate motion asking the City Council to review the membership requirement for the DPRB and direct Staff to evaluate options. If the City Council shares the same concern, they could start on the amendment process.

Commissioner Ensberg stated he was not in favor of this because he felt the two bodies reviewed projects from two different perspectives. He felt the fact they have a member on the DPRB instills confidence in the process in that they don't have to re-educate everyone again. He stated he never felt concern over the decision making by the representative. If there wasn't anyone available to attend the meetings, he might be in support of the proposal, but not for the reason presented.

Commissioner Rahi felt it would be good to discuss the idea.

Motion carried unanimously, 4-0.

Assistant City Manager Stevens stated if Commissioner Rahi has a conflict with attending a meeting, he should let Staff know as soon as he can so they can arrange for a substitute.

Chairman Bratt and Commissioner Davis stated they would serve as back-up if needed.

MOTION: Moved by Davis, seconded by Rahi to ask the City Council to review the membership of the DPRB based on the issue that when a major project comes before the Commission it seems more appropriate that all the Commissioners base their decision on the testimony given only at the Commission meeting.

Commissioner Ensberg stated they all receive the minutes from DPRB so those not in attendance should be familiar with what happened at that meeting.

Commissioner Davis stated the minutes don't always reflect everything that happens at the meeting and thinks it potentially taints the opinion of the person who participated and felt that was inappropriate.

Commissioner Ensberg felt this recommendation goes against the current trend in trying to become more cohesive in evaluating projects so that when a project makes its way up to the Council they do not go in a direction completely opposite of that taken by the Board and Commission.

Commissioner Davis felt they are working towards that goal by holding the joint study sessions on major projects. He did not think it added to any cohesiveness when only one member attends the Board meeting and hears different testimony.

Motion carried 3-1 (Ensberg voted no).



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of May 12, 2015

FROM: Blaine Michaelis, City Manager

INITIATED BY: Planning Department

SUBJECT: Initiation of a Municipal Code Text Amendment to Permit Brewpub Restaurants in Commercial Zones

SUMMARY

One of the topics of discussion at the March 30, 2015 City Council Retreat was the potential allowance of microbreweries and brewpub restaurants in the City of San Dimas.

Staff has prepared this item in response to direction and interest from the City Council to potentially amend the Municipal Code to permit brewpub restaurants in commercial zones through the conditional use permit process.

BACKGROUND

At the March 30, 2015 City Council Retreat, the Council discussed the potential allowance of microbreweries and brewpub restaurants in the City of San Dimas. The Council heard a brief presentation from the Staff which included technical differentiations between microbreweries and brewpub restaurants, an explanation of current zoning code constraints, preliminary considerations in addressing the uses, and a summary table listing characteristics of similar uses in nearby cities.

Staff received direction to analyze the zoning code and potential amendments necessary in consideration of conditionally permitting brewpubs and microbreweries in various zones. Discussion led to differentiating between and separating the two uses at this time so that consideration of permitting brewpub restaurants in commercial zones can be addressed more expeditiously while allowing the time needed to do the additional analysis necessary to address the

more complex considerations associated with microbreweries in industrial zones. Considerations for microbreweries include the inclusion of taprooms/tasting rooms which are intended to draw people in and their generally associated ancillary activities including potential catering and food truck uses, potential live entertainment, and potential outdoor patios or activity areas.

The purpose of this request for initiation of a Code Amendment will be for consideration of brewpub restaurants in commercial zones only. Staff will prepare a separate staff report for consideration of a Code Amendment for microbreweries at a future time.

ANALYSIS

To start, Staff desired to create a clear differentiation between brewpub restaurants and microbreweries. Staff considered industry standards as well as differentiations in license types from the Department of Alcoholic Beverage Control that are associated with such uses (see Exhibits A and B) in the formation of the potential definitions for inclusion into the San Dimas Zoning Code indicated below.

Potential Definitions

1. A **Brewpub Restaurant** will be defined as a restaurant with a small brewery operation that has a minimum 7-barrel brewing capacity, and produces not less than 100 barrels nor more than 5,000 barrels of beer annually. Each barrel produces 31 gallons. (3,100 gallons to 155,000 gallons).
2. A **Microbrewery** will be defined as a small-scale brewery operation that is dedicated primarily to the production of specialty beers. Microbreweries typically produce 15,000 barrels of beer per year (465,000 gallons). Microbreweries may or may not have a food service component.
 - a. A **Taproom/Tasting Room** will be defined as the area within a micro-brewery where beer is served

Analysis of Appropriate Zones for Consideration

Staff then analyzed the Zoning Code to consider which zones may be appropriate for allowing brewpub restaurants and identified the following:

1. SDMC 18.92 CH Commercial-Highway Zone
2. SDMC 18.96 CN Commercial-Neighborhood Zone
3. SDMC 18.140 CG Creative Growth Zone (SDS North and South, Downtown)
4. SDMC 18.500 Specific Plan 2 (Stater Bros. Center)
5. SDMC 18.514 Specific Plan 9, Area 4 (Canyon Trail Plaza- Simison)
6. SDMC 18.530 Specific Plan 18, Areas 1 and 3 (San Dimas Plaza- Smart and

Final Center and Fitness Plaza)

7. SDMC 18.532 Specific Plan 20, Area 2 (San Dimas Marketplace- Target)
8. SDMC 18.540 Specific Plan 24, Area 1 (Citrus Station- Costco)
9. SDMC 18.544 Specific Plan 26, Area 1 (Bonita Canyon Gateway- Fresh & Easy)

RECOMMENDATION

Staff recommends that the City Council provide feedback to Staff and, if the Council desires, initiate a Municipal Code Text Amendment to conditionally permit brewpub restaurants in appropriate commercial zones.

Should the Council initiate the Code Amendment, Staff will prepare draft text and bring back to the City Council after receiving the public's and the Planning Commission's input at a public hearing.

Respectfully Submitted,



Jennifer Williams
Associate Planner

Attachments:

- Exhibit A- Select License Types- Department of Alcoholic Beverage Control
- Exhibit B- Select Text from Business and Professions Code
- Exhibit C- Table of Microbreweries and Brewpubs in Surrounding Cities

Exhibit A

Select License Types - Department of Alcoholic Beverage Control

Type 01- Beer Manufacturer

- 01 | **BEER MANUFACTURER** - (Large Brewery) Authorizes the sale of beer to any person holding a license authorizing the sale of beer, and to consumers for consumption on or off the manufacturer's licensed premises. Without any additional licenses, may sell beer and wine, regardless of source, to consumers for consumption at a bona fide public eating place on the manufacturer's licensed premises or at a bona fide eating place contiguous to the manufacturer's licensed premises. May conduct beer tastings under specified conditions (Section 23357.3). Minors are allowed on the premises.

Additional Information- Beer Manufacturer

- 01 | **BEER MANUFACTURER** - (Large Brewery over 60,000 barrels per year) This license is required by makers of beer in this State. An exception under State and Federal law allows a person to produce up to 100 gallons of beer a year for his/her own consumption (maximum of 200 gallons per household). See also Small Beer Manufacturer (Type 23) for brewpubs and micro-breweries. "Beer manufacturer" means any person, except those manufacturing pursuant to Section 23356.2 (home brew), engaged in the manufacture of beer (Section 23012).

Type 23- Small Beer Manufacturer

- 23 | **SMALL BEER MANUFACTURER** - (Brew Pub or Micro-brewery) Authorizes the same privileges and restrictions as a Type 01. A brewpub is typically a very small brewery with a restaurant. A micro-brewery is a small-scale brewery operation that typically is dedicated solely to the production of specialty beers, although some do have a restaurant or pub on their manufacturing plant.

Additional Information- Small Beer Manufacturer

- 23 | **SMALL BEER MANUFACTURER** - (Less than 60,000 barrels per year) The privileges and limitations for this type of license are the same as for other beer manufacturers. The only difference is the license fees. (See also Type 1 - Beer Manufacturer.) This license formerly related only to Steam beer. "Steam" beer is made by fermentation at cellar temperature rather than near freezing as is the case with other beers. It is made using only one type of malt-malted barley. It contains no corn, rice or other cereal grains as regular beers normally do. The method of carbonation is entirely natural and involves a process known as Krausening. This process requires taking beer which has been completely fermented and adding to it beer which is still fermenting. This causes a second fermentation to occur. The Krausening process in beer corresponds closely to the "bulk process" in making some types of sparkling wines. The most common users of this license are operators of micro-breweries and brewpubs. These designations are not to be construed as legal definitions. Their use below is only for descriptive purposes.
- "Micro-brewery": A small-scale brewery operation that generally produces approximately 15,000 barrels a year. Its beer products are primarily intended for local and/or regional consumption. Typically, these operations are solely dedicated to the production of specialty beers, although some do have a restaurant or pub on their manufacturing plant.
- "Brewpub": Typically, a very small brewery with a restaurant where the beer it produces is sold in draft form exclusively at its own premises. This operation often sells other supplier's bottled beer, including other hand-crafted or micro-brewed beers as well as wine to patrons for consumption on its premises. See "Special Note" below.
- Special Note: A brewpub-restaurant (Type 75) license, authorized under Section 23396.3, has a limited brewing privilege and may sometimes be referred to as "brewpub." However, the Type 75 is an on-sale retail license with significant differences/limitations in license privileges from those of a true "beer manufacturer" (either Type 01 or Type 23).

Type 41- Restaurant with Beer and Wine Service Only

- 41 | **ON SALE BEER & WINE – EATING PLACE** - (Restaurant) Authorizes the sale of beer and wine for consumption on or off the premises where sold. Distilled spirits may not be on the premises (except brandy, rum, or liqueurs for use solely for cooking purposes). Must operate and maintain the licensed premises as a bona fide eating place. Must maintain suitable kitchen facilities, and must make actual and substantial sales of meals for consumption on the premises. Minors are allowed on the premises.

Type 47- Restaurant with Full Alcohol Service

- 47 | **ON SALE GENERAL – EATING PLACE** - (Restaurant) **Authorizes** the sale of beer, wine and distilled spirits for consumption on the licenses premises. Authorizes the sale of beer and wine for consumption off the licenses premises. Must operate and maintain the licensed premises as a bona fide eating place. Must maintain suitable kitchen facilities, and must make actual and substantial sales of meals for consumption on the premises. Minors are allowed on the premises.

Type 48- Bar

- 48 | **ON SALE GENERAL – PUBLIC PREMISES** - (Bar, Night Club) Authorizes the sale of beer, wine and distilled spirits for consumption on the premises where sold. Authorizes the sale of beer and wine for consumption off the premises where sold. Minors are not allowed to enter and remain (see Section 25663.5 for exception, musicians). Food service is not required.

Type 75- Brewpub Restaurant

- 75 | **ON SALE GENERAL – BREWPUB** - (Restaurant) Authorizes the sale of beer, wine and distilled spirits for consumption on a bona fide eating place plus a limited amount of brewing of beer. Also authorizes the sale of beer and wine only for consumption off the premises where sold. Minors are allowed on the premises.

Applicants wishing to operate a brewpub restaurant could have the option of applying for a Type 23 or Type 75 license through the Department of Alcoholic Beverage Control.

Exhibit B

Text from Business and Professions Code Section 23396.3 As Pertaining to Brewpub Restaurants

(a) A brewpub-restaurant license is an on-sale retail license which may be issued to a bona fide public eating place, as defined in Section 23038. The licensed premises shall have a minimum seven-barrel brewing capacity, and the licensee shall produce not less than 100 barrels nor more than 5,000 barrels of beer annually on the licensed premises. The license authorizes the sale of beer, wine, and distilled spirits for consumption on the premises, and the sale of beer produced by the brewpub-restaurant licensee for consumption on the premises. The license also authorizes the sale of beer produced by the licensed brewpub-restaurant licensee to a licensed beer and wine wholesaler, subject to the requirements of Chapter 12 (commencing with Section 25000). A brewpub-restaurant license does not authorize the sale, furnishing, or exchange of any alcoholic beverages with any other brewpub-restaurant licensee or any retail licensee in California.

(b) A brewpub-restaurant licensee shall purchase all beer, wine, or distilled spirits for sale on the licensed premises from a licensed wholesaler or winegrower, except for the beer produced by the brewpub restaurant licensee on the licensed premises.

(c) A brewpub-restaurant licensee shall offer for sale on the licensed premises canned, bottled, or draft beer commercially available from licensed wholesalers.

(d) The fee for an original brewpub-restaurant license shall be the same as that specified in Section 23954.5 for an original on-sale general license.

(e) The annual license fee for a brewpub-restaurant license shall be the same as that for an on-sale general license.

(f) The limitations provided in Section 23816 on the number of licensed premises shall not apply to a brewpub-restaurant licensee.

Text from Business and Professions Code Section 23038 As Pertaining to Definition of a "Bona Fide Public Eating Place"

23038. "Bona fide public eating place" means a place which is regularly and in a bona fide manner used and kept open for the serving of meals to guests for compensation and which has suitable kitchen facilities connected therewith, containing conveniences for cooking an assortment of foods which may be required for ordinary meals, the kitchen of which must be kept in a sanitary condition with the proper amount of refrigeration for keeping of food on said premises and must comply with all the regulations of the local department of

health. "Meals" means the usual assortment of foods commonly ordered at various hours of the day; the service of such food and victuals only as sandwiches or salads shall not be deemed a compliance with this requirement. "Guests" shall mean persons who, during the hours when meals are regularly served therein, come to a bona fide public eating place for the purpose of obtaining, and actually order and obtain at such time, in good faith, a meal therein. Nothing in this section, however, shall be construed to require that any food be sold or purchased with any beverage.

Exhibit C

Table of Microbreweries and Brewpubs in Surrounding Cities

See Attached- 1 Page

Microbreweries and Brewpubs in Surrounding Cities

Facility	City	Location	Size	ABC License Type(s)	Process	Food Trucks	Activities	Outdoor Seating
Microbreweries								
Claremont Craft Ales	Claremont	Industrial Park	3500	Type 23	Special Use & Dev Permit	Yes	Yoga on Tap	Yes
La Verne Brewing Co	La Verne	Industrial Park	3500	Type 23	CUP	Yes	Live Entertainment	No
Dale Bros.	Upland	Industrial Park	Interior 7000 Patio Unkn	Type 23, Type 17	Administrative Committee	Yes	Live Entertainment	Yes
Pacific Plate	Monrovia	Industrial Park	1650	Type 23	CUP	Yes	Game Nights	No
Alosta Brewing Co	Covina	Industrial Park	Interior 4,016 Patio 1,300	Type 23	Code Amendment & CUP	Yes	Trivia Nights	Yes
REV Winery & Brewing Co	Covina	Industrial Park	3,000	Type 23, Type 02	Code Amendment & CUP			
Brewpub Restaurants								
BJ's Restaurant and Brewhouse	West Covina	Shopping Center		Type 75	CUP	No		No
TAPS Fish House	Brea	Shopping Center	Interior 11,398 Patio 2,614	CURRENT- Type 23, Type 47, Type 58; PRIOR- Type 75	CUP	No		Yes
TAPS Fish House	Corona	Shopping Center		Type 23, Type 47, Type 28	CUP	No		Yes



Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the meeting of May 12th, 2015

From: Blaine Michaelis, City Manager

Initiated by: Debra Black, Deputy City Clerk

Subject: **Consider Adoption of Fair Political Practices Commission Form 806**

SUMMARY

The Fair Political Practices Commission recently adopted changes to FPPC Regulation 18705.5 – Appointment of Councilmembers to Compensated Positions - to allow a Public Official, as an officer of the City Council, to vote on his/her appointment to an external board position.

BACKGROUND:

Fair Political Practices Commission Regulation 18705.5 prohibited a Public Official from participating in a decision to appoint him or herself to an external board position, if the appointment would have an economic benefit to the appointee in the amount of \$250 or more within any 12 month period.

The Fair Political Practices Commission amended FPPC Regulation 18705.5 that under certain conditions would allow a Public Official to participate in a government body decision that would appoint him or her to such a position. One condition is that the City Council “adopts and posts on its website, on a form provided by the Fair Political Practices Commission, a list that sets forth each appointed position for which compensation is paid, the salary or stipend for each appointed position, the name of the public official who has been appointed to the position and the name of the public official, if any, who has been appointed as an alternate, and the term of the position.” (FPPC §18705.5(C)(3))

The Fair Political Practices Commission adopted Form 806 to be used by the government body to allow a Councilmember to participate in a decision to appoint him/herself to a Board, Commission, Special Agency, Joint Powers Agency or Authority, Joint Powers Insurance Agency or Authority, or a Metropolitan Planning organization.

Form 806 must be posted on the City’s website containing all of the information as required by the FPPC, and updated as needed to reflect current appointments.

RECOMMENDATION:

Adopt FPPC Form 806 for posting on the City’s website with the mandated information.

Agency Report of: Public Official Appointments

A Public Document

1. Agency Name			California Form 806 For Official Use Only
Division, Department, or Region <i>(If Applicable)</i>			Date Posted: <i>(Month, Day, Year)</i>
Designated Agency Contact <i>(Name, Title)</i>			
Area Code/Phone Number	E-mail	Page _____ of _____	

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>

3. Verification

I have read and understand FPPC Regulation 18705.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Signature of Agency Head or Designee Print Name Title (Month, Day, Year)

Comment: _____

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name

Date Posted: _____
(Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18705.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional income of \$250 or more in a 12-month period. If an appointment does not result in additional income of at least \$250 in a 12-month period, this form is not required.

FPPC Regulation 18705.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even if the voting official will receive \$250 or more in a 12-month period for the appointment.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

1. When does an agency need to complete the Form 806?

A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and at least \$250 in any 12-month period will be provided to a voting member.

2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?

If the council members receive additional compensation (\$250 or more in a 12-month period) for serving on the housing authority, the Form 806 is required.

3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?

Yes. FPPC Regulation 18705.5 permits voting on a member's own appointment to the position of mayor, as well as other boards and commissions, so long as proper disclosure on the Form 806 is made. This applies to agencies with governing boards that are elected or appointed.

4. In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. FPPC Regulation 18705.5 requires only the amount of the stipend or salary to be reported.

5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

6. When must the Form 806 be updated?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.

7. If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?

No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional income of \$250 or more in a 12-month period.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 428 J Street, Ste. 620, Sacramento, CA 95814.



Agenda Item Staff Report

Successor Agency

TO: Honorable Chair and Members of Successor Agency Board
For the Meeting of May 12, 2015

FROM: Blaine Michaelis, Executive Director *BM*

SUBJECT: Direct staff to secure the services of a consultant to complete a feasibility study for a potential hotel/hospitality development on the Successor Agency property

SUMMARY

Recent council discussion expressed an interest in the possibility of a hotel/hospitality development on the Successor Agency owned properties on Bonita Avenue between Cataract and Eucla. An effective way to assess such an opportunity is the preparation of a market feasibility study for an additional hotel in San Dimas.

Staff has solicited proposals for such a study from 3 reputable consultant groups that specialize in hospitality feasible studies in the Southern California area. This report provides a summary of the elements, strategy and information that is produced from such a study. Staff is recommending that we proceed with the study.

BACKGROUND

We received proposals from PKF Consulting, HVS, and Pinnacle Advisory Group. The proposals are all very similar; they include the following standard elements:

- Analysis of the site location and overall review of the regional setting of the property.
- Market analysis of the competitive hotel supply of rooms in the market area. Analysis of growth potential for additional rooms and the demand for various segments of the hotel industry.
- Recommendations regarding the type of hotel, guest rooms, amenities, meeting rooms, food and beverage options, parking, and amenities for a potential facility.
- Estimated total project costs including annual operating costs.
- Determination of a project room cost and recommendations on potential hotel brands.
- Market impact analysis.

- Economic feasibility conclusions and recommendations.

The study will provide an independent evaluation of the feasibility of a hotel/hospitality project in San Dimas. The studies are typically prepared in phases – if after the first phase, the consultant concludes that there is an inadequate market for additional hotels in our city, we have the option to terminate the study without the expense of completing the subsequent phases of the study. In addition the study produces costing models and summaries that will assess the total cost of a hotel project which could help us in evaluating a fair land price for a hotel development.

We see the value of having an expert complete a market feasibility analysis for a hotel/hospitality project – it will provide some key information that will help us in the property decisions we have with the Successor Agency's property.

The three consultant groups are all very experienced and capable to perform this work. I have requested some additional information from them to help evaluate their work product. I will not have all of the information before this staff report is finalized to be included in the council meeting information packet. We desire to move forward with this project; therefore my recommendation of which consultant to retain will be made at the city council meeting. I have attached the three proposals to this staff report. The costs for their services are as follows:

- PKF Consulting - \$17,000
- Pinnacle Advisory Group - \$17,000 plus expenses
- HVS - \$14,000

RECOMMENDATION

1. Receive a verbal report and recommendation from staff.
2. Authorize staff to proceed with a consultant firm to prepare a hotel market feasibility study for the Successor Agency.
3. Authorize \$20,000 from Fund 38 (Successor Agency Budget) to complete this work.

Attachment: Consultant proposals

Sent via email: bmichaelis@ci.san-dimas.ca.us

April 22, 2015



Mr. Blaine Michaelis
City Manager
City of San Dimas
245 East Bonita Ave.
San Dimas, CA 91773

Dear Mr. Michaelis:

In accordance with your request, we are pleased to submit this proposal for professional services in connection with a study of potential market demand and the preparation of statements of estimated annual operating results for a proposed hotel to be located in San Dimas, California. We understand that you are evaluating the development of a hotel on one of two sites controlled by the City and would like us to assist you in determining the demand for and market feasibility of the proposed project.

To assist you in your planning process, we will be pleased to conduct a study to ascertain the potential market demand for the proposed hotel. Assuming that sufficient market support is indicated, our analysis will assist you and your associates in establishing a program for the development of the property.

PKF CONSULTING USA

As a point of background, we would like to provide you with a brief overview of our Firm. PKF Consulting USA (“PKF USA”) is part of CBRE, the World’s largest real estate services company. PKF USA is authorized to provide the services outlined in this proposal through its affiliates. PKF USA is a national firm of management consultants, appraisers, real estate brokers and industry specialists who provide a full range of services to the hospitality and tourism industries. Headquartered in San Francisco, the Firm has offices in Boston, New York, Philadelphia, Portland, ME, Atlanta, Miami, Washington, D.C., Houston, Dallas, Indianapolis, Los Angeles, Seattle, Sacramento, and Bozeman with nearly 100 professionals and support staff.

Our Firm is comprised of two integrated divisions which provide consulting and research services to the hospitality industry.

Consulting

Our consulting group provides advisory services and industry expertise to help our private and public sector clients in planning, developing, managing, financing, problem-solving, improving operations, and valuing hotels and other hospitality assets, as well as destinations. Our engagements range from market and financial feasibility studies to investment structuring, and from appraisals to asset management.

Our consulting group is constantly providing clients both large and small with the most constructive and valuable advice in the industry, performing feasibility and market studies, acquisition due diligence and valuations involving hotels, resorts, restaurants, golf courses, and a variety of mixed-use developments and other hospitality products. We have the distinct advantage of being the only hospitality consulting firm with its own, proprietary database of U.S. hotel financial statistics.

Research

PKF Hospitality Research owns the database for *Trends® in the Hotel Industry*, the statistical review of U.S. hotel operations which first appeared in 1935 and has been published every year since. PKF's professionals use the *Trends®* database to assist their clients in making informed decisions. In addition, the *Trends®* data is used to produce custom financial reports for clients that enable them to benchmark hotel revenues, expenses, and profits.

Beginning in 2007, PKF unveiled its powerful *Hotel Horizons®*, an economics-based hotel forecasting model that projects five years of supply, demand, occupancy, ADR, and RevPAR for the U.S. lodging industry. *Hotel Horizons®* reports are published on a quarterly basis for 50 markets and six national chain-scales.

With a long-standing tradition of tracking and forecasting the lodging industry, our Research Group has the technical capacity to conduct custom research, the analytical skills to interpret the data, and the access necessary to gather confidential performance information from the industry.

PKF Consulting USA Services include:

- Asset Management and Management Company Selection
- Real Estate Appraisals and Business Valuation
- Market and Financial Feasibility Studies
- Litigation Support and Expert Testimony
- Acquisition Due Diligence
- Operational Studies
- Tourism and Recreational Studies
- Resort and Recreation Services
- Conference, Convention, and Public Assembly Facilities
- Financial Benchmarking
- Econometric Forecasting
- Custom Research

Local Market Knowledge

Our Firm has conducted numerous appraisals and market demand studies for existing and proposed hotels in the local market area. Given the historical role of PKF Consulting in the hospitality and real estate industries, and our knowledge of the local market, we are of the opinion that there is no firm that can provide the services available through us. More background and information on our Firm can be obtained from our web site at www.pkfc.com.

METHODOLOGY

The study will be conducted in phases and the work program will be concerned with the determination of current and potential future lodging demand in the market area, the assessment of existing and potential future supply and the share of the market that could reasonably be attained by the proposed project, and our facilities recommendations. Our work plan for the study will be as follows.

ANALYSIS OF THE SITE LOCATION

This part of the study is designed to evaluate each of the two sites in terms of its opportunities and constraints for development. Some of the factors to be examined include:

- Access
- Visibility
- Ambiance
- Present utilization
- Topography
- Relationship to demand generators
- Relationship to area amenities
- Advantages/disadvantages of the site versus the major competitors

At the conclusion of our site analysis we will discuss with you our conclusions as to each of the two sites and then focus the balance of our analysis of the site deemed to have the most potential.

AREA REVIEW

We will gather and analyze relevant economic data regarding the market area to determine whether the overall economic environment in the area appears to be suitable for hotel development. We will examine correlations between key economic factors and the demand for lodging and will utilize any available forecasts of these indicators in our evaluation of potential future demand.

We will perform primary market research in the site area, consisting of interviews with key demand generators, inspection and evaluation of competition and discussions with persons familiar with development patterns and the local hotel market. Among those with whom we will conduct such interviews are:

- Managers of tourist attractions
- Owners and managers of potentially competitive lodging facilities
- Government officials in zoning, development and transportation
- Major employers in the area
- Convention and Visitors Bureau representatives

On the basis of the foregoing research, we will prepare estimates of future growth in demand for, and the supply of lodging facilities in the market area.

We will analyze historical economic growth in the area and the characteristics of each of the principal segments of demand for hotels. Then, using the information gathered in our research, we will estimate growth in demand for each market segment and project demand for each of the next five years, expressed in terms of room nights.

FACILITIES RECOMMENDATIONS

As part of our analysis, we will make preliminary recommendations as to the proposed hotel's facilities, including:

- Number, type, and mix of guest rooms
- Restaurant and lounge facilities, if appropriate
- Banquet and meeting space requirements
- Other facilities and amenities

These recommendations are intended to provide you and the ultimate hotel developer with the basis for a design program for the proposed hotel.

MARKET SHARE ESTIMATES

The focus here will be on estimated demand for the subject hotel. Upon completion of the estimate of market area supply and demand for the future, we will estimate the share of the market that the proposed facilities should reasonably be expected to capture for the hotel's first five years of operation.

Based upon an analysis of the sources of demand available to the subject property and its estimated competitive position, we will estimate the average daily room rate that could potentially be achieved in a representative year, in current value dollars, and over the first five years of operation of the subject hotel.

STATEMENTS OF ESTIMATED ANNUAL OPERATING RESULTS

Based upon the analysis of market demand, we will estimate occupancy, average daily room rate, revenues and operating expenses for the subject hotel for its first five years of operation. These estimates will result in a "bottom line" of income before fixed charges of interest, depreciation, amortization and income taxes.

Since the estimated operating results will be based on estimates and assumptions that are subject to uncertainty and variation, we will not represent them as results that will actually be achieved.

REPORT

We will codify our conclusions into a draft report suitable for presentation to third parties in connection with the negotiation of a joint venture, lease, franchise or management agreement or for use in connection with primary mortgage financing. We understand that our report may also be shared with potential developers of the subject hotel. The draft report will be for the internal use only of you and other members of the planning team and for discussion purposes with us.

Once you have reviewed the draft report, we will be pleased to review it with you, address any additional questions or concerns necessary and then finalize our report.

LIMITATIONS OF THE STUDY

Our final report will be subject to the attached assumptions and limiting conditions.

PROFESSIONAL FEES

Our professional fees for the assignment will be based on our current hourly billing rates and the hours required. We estimate that they will be \$16,000. In addition to our fees, we will be reimbursed for any out of pocket expenses incurred in performance of the assignment such as travel of our representatives while in the field, long distance telephone, computer costs and photocopying. We estimate that our expenses will not exceed \$1,000.

As is customary in assignments of this nature, we request a retainer of \$8,000 at the start of the assignment. The remainder of our fees and expenses will be billed and payable on a progress basis.

Any hours expended due to changes in the scope of the assignment will be billed at our normal hourly billing rates, which are as follows:

	<u>Per Hour</u>
Senior Vice President	\$400 - \$450
Vice President	250 - 350
Senior Consultant	220 - 250
Consultant	150 - 200

If, at any time during the course of the study we form an initial opinion that there is insufficient demand for the proposed facilities, we will suspend the assignment at that point and discuss our findings with you. If you desire that we terminate the assignment at this point, we will write you a brief letter summarizing our findings and charge you only for that time actually incurred to date at our regular per diem rates, plus expenses.

STUDY TIMETABLE

Based on our present scheduling, we could commence the assignment within one to two weeks of receiving your authorization to proceed. We anticipate providing you with a draft of our full report within three to four weeks of starting the assignment.

APPROVAL AND ACCEPTANCE

If the foregoing correctly states the nature of the work you wish undertaken at this time, and arrangements are satisfactory, please sign a copy of this proposal and return it to us, together with the requested retainer, as our authorization for the assignment. If, on the other hand, you have any questions, please do not hesitate to call on us.

We appreciate having the opportunity to submit this proposal and look forward to working with you and your associates on this most interesting assignment.

Sincerely,

PKF Consulting USA
a Subsidiary of CBRE, Inc.



By Bruce Baltin
Senior Vice President

APPROVED AND ACCEPTED:

By

Title

Date

STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS

This report is made with the following assumptions and limiting conditions:

Economic and Social Trends - The consultant assumes no responsibility for economic, physical or demographic factors which may affect or alter the opinions in this report if said economic, physical or demographic factors were not present as of the date of the letter of transmittal accompanying this report. The consultant is not obligated to predict future political, economic or social trends.

Information Furnished by Others - In preparing this report, the consultant was required to rely on information furnished by other individuals or found in previously existing records and/or documents. Unless otherwise indicated, such information is presumed to be reliable. However, no warranty, either express or implied, is given by the consultant for the accuracy of such information and the consultant assumes no responsibility for information relied upon later found to have been inaccurate. The consultant reserves the right to make such adjustments to the analyses, opinions and conclusions set forth in this report as may be required by consideration of additional data or more reliable data that may become available.

Hidden Conditions - The consultant assumes no responsibility for hidden or unapparent conditions of the property, subsoil, ground water or structures that render the subject property more or less valuable. No responsibility is assumed for arranging for engineering, geologic or environmental studies that may be required to discover such hidden or unapparent conditions.

Hazardous Materials - The consultant has not been provided any information regarding the presence of any material or substance on or in any portion of the subject property or improvements thereon, which material or substance possesses or may possess toxic, hazardous and/or other harmful and/or dangerous characteristics. Unless otherwise stated in the report, the consultant did not become aware of the presence of any such material or substance during the consultant's inspection of the subject property. However, the consultant is not qualified to investigate or test for the presence of such materials or substances. The presence of such materials or substances may adversely affect the value of the subject property. The value estimated in this report is predicated on the assumption that no such material or substance is present on or in the subject property or in such proximity thereto that it would cause a loss in value. The consultant assumes no responsibility for the presence of any such substance or material on or in the subject property, nor for any expertise or engineering knowledge required to discover the presence of such substance or material. Unless otherwise stated, this report assumes the subject property is in compliance with all federal, state and local environmental laws, regulations and rules.

Zoning and Land Use - Unless otherwise stated, the projections were formulated assuming the hotel to be in full compliance with all applicable zoning and land use regulations and restrictions.

Licenses and Permits - Unless otherwise stated, the property is assumed to have all required licenses, permits, certificates, consents or other legislative and/or administrative authority from any local, state or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.

Engineering Survey - No engineering survey has been made by the consultant. Except as specifically stated, data relative to size and area of the subject property was taken from sources considered reliable and no encroachment of the subject property is considered to exist.

Subsurface Rights - No opinion is expressed as to the value of subsurface oil, gas or mineral rights or whether the property is subject to surface entry for the exploration or removal of such materials, except as is expressly stated.

Maps, Plats and Exhibits - Maps, plats and exhibits included in this report are for illustration only to serve as an aid in visualizing matters discussed within the report. They should not be considered as surveys or relied upon for any other purpose, nor should they be removed from, reproduced or used apart from the report.

STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS
(continued)

Legal Matters - No opinion is intended to be expressed for matters which require legal expertise or specialized investigation or knowledge beyond that customarily employed by real estate consultants.

Right of Publication - Possession of this report, or a copy of it, does not carry with it the right of publication. Without the written consent of the consultant, this report may not be used for any purpose by any person other than the party to whom it is addressed. In any event, this report may be used only with proper written qualification and only in its entirety for its stated purpose.

Testimony in Court - Testimony or attendance in court or at any other hearing is not required by reason of rendering this appraisal, unless such arrangements are made a reasonable time in advance of said hearing. Further, unless otherwise indicated, separate arrangements shall be made concerning compensation for the consultant's time to prepare for and attend any such hearing.

Archeological Significance - No investigation has been made by the consultant and no information has been provided to the consultant regarding potential archeological significance of the subject property or any portion thereof. This report assumes no portion of the subject property has archeological significance.

Compliance with the American Disabilities Act - The Americans with Disabilities Act ("ADA") became effective January 26, 1992. We assumed that the property will be in direct compliance with the various detailed requirements of the ADA.

Definitions and Assumptions - The definitions and assumptions upon which our analyses, opinions and conclusions are based are set forth in appropriate sections of this report and are to be part of these general assumptions as if included here in their entirety.

Dissemination of Material - Neither all nor any part of the contents of this report shall be disseminated to the general public through advertising or sales media, public relations media, news media or other public means of communication without the prior written consent and approval of the consultant(s).

Distribution and Liability to Third Parties - The party for whom this report was prepared may distribute copies of this appraisal report only in its entirety to such third parties as may be selected by the party for whom this report was prepared; however, portions of this report shall not be given to third parties without our written consent. Liability to third parties will not be accepted.

Use in Offering Materials - This report, including all cash flow forecasts, market surveys and related data, conclusions, exhibits and supporting documentation, may not be reproduced or references made to the report or to PKF Consulting in any sale offering, prospectus, public or private placement memorandum, proxy statement or other document ("Offering Material") in connection with a merger, liquidation or other corporate transaction unless PKF Consulting has approved in writing the text of any such reference or reproduction prior to the distribution and filing thereof.

Limits to Liability - PKF Consulting cannot be held liable in any cause of action resulting in litigation for any dollar amount which exceeds the total fees collected from this individual engagement.

Legal Expenses - Any legal expenses incurred in defending or representing ourselves concerning this assignment will be the responsibility of the client.

Proposed To-Be-Built Hotel – San Dimas, CA
Hotel Market Demand and Cash Flow Projections

Mr. Blaine Michaelis
City of San Dimas

April 2015

Submitted by:

Pinnacle Advisory Group West
567 San Nicolas, Suite 370
Newport Beach, CA 92660
949.734.6455



**Pinnacle
Advisory
Group West**

Hospitality Consulting
Asset Management
Litigation Support
Operational Reviews
Real Estate Appraisal



**Karen L. Johnson, MAI, ISHC
Principal**

April 29, 2015

Mr. Blaine Michaelis
City Manager
City of San Dimas
245 East Bonita Avenue
San Dimas, CA 91773

Sent via email: bmichaelis@ci.san-dimas.ca.us

Dear Mr. Michaelis:

Pursuant to your request, Pinnacle Advisory Group, Inc. is pleased to submit this proposal outlining the scope and methodology of work, our qualifications, and our fee quote for professional consulting services pertaining to the potential development of a City-owned site with a to-be-built hotel located in San Dimas, California.

As we understand it, you are seeking to retain an experienced hospitality consulting firm to conduct a comprehensive market study and analysis of feasibility that will also provide a recommendation for the proposed hotel's size and positioning, if the market's growth supports additional hotel development.

Pinnacle Advisory Group is exceptionally qualified to perform this study and provide advisory services for the following reasons:

- Over the past 20 years, Pinnacle has conducted thousands of comparable assignments. I opened Pinnacle's Newport Beach, CA office in 2012 and have 35 years of experience in feasibility studies and at one point was employed directly by Marriott to perform such studies for their select-service brands.
- Pinnacle maintains a high level of principal involvement. I will be actively involved in the project and will make myself available for follow up consultation.
- Rachel Roginsky, Principal of Pinnacle Advisory Group, is a regular lecturer at the Cornell School of Hotel Administration where she teaches Market Research and Feasibility for the hotel industry. Karen Johnson has authored numerous articles for hotel industry trade magazines.
- With a staff of 15 full-time professionals, Pinnacle Advisory Group is small enough to offer personalized service, yet large enough to appeal to leading banks, insurance companies, pension funds, and publicly traded corporations.

This proposal presents an overview of the research to be performed and information on Pinnacle's professional experience. If you have any questions regarding the scope, methodology, staffing, timing

or fee structure, please contact Karen L. Johnson, MAI, ISHC at (949)-734-6455. We appreciate the opportunity of submitting this proposal and look forward to your favorable consideration.

APPROACH/METHODOLOGY AND DELIVERABLES

Presented below is a detailed description of the tasks that we will undertake to perform the hotel market demand study for the proposed hotel:

PHASE I – PROJECTIONS OF OCCUPANCY AND AVERAGE DAILY ROOM RATE

Initial Client Meeting

We will meet with you to better understand the proposed project as well the hotel component and to obtain your insight on the San Dimas hotel market.

Evaluation of Site

We will inspect the subject site and analyze the site location as it relates to: access, visibility, relationships to demand generators, competitive advantages and disadvantages relative to existing competition, and other relevant factors. We will produce a SWOT (strengths, weaknesses, opportunities, threats) analysis to present our conclusions.

Area Review and Economic Research

We will evaluate relevant economic conditions and general market conditions in the subject market area as they relate to lodging demand in San Dimas/San Gabriel Valley and use the trends extracted to assess future demand.

Those that we would interview include, but are not limited to, appropriate representatives of the City, the Chamber of Commerce, any Economic Development Departments, , or other key officials who are knowledgeable about area commerce and lodging demand. We will further enhance this economic research with national databases and economic forecasting services of the area.

Our primary market research will encompass both demand and supply-side research and will include:

- Touring the probable competitive hotels to note strengths and weaknesses, interviewing the managers that will cooperate for information on major demand generators, seasonality patterns, and mix of demand
- Meeting with the chamber of commerce or economic development departments in San Dimas to understand trending in employment and development
- Researching key employers/top demand generators in the San Dimas/San Gabriel Valley and assessing any near- or long-term changes that could affect lodging demand

After the completion of our fieldwork, we will:

- Obtain and review local employment data to determine the rate of growth in locally generated commercial demand
- Obtain a Smith Travel Research (“STR”) report with a 5- to 6-year trend of the occupancies and average daily rates (“ADR’s”) of the competitive lodging facilities
- Contact the major national brands to determine whether any new franchises are proposed or have



been granted that were not uncovered during the course of our interviews. We will then research the status and timing of construction and assess the probability of their completion.

Preparation of Supply and Demand Estimates

Based on our foregoing research, we will estimate potential growth in both the demand for, and the supply of, hotel accommodations in the competitive market area.

Within the context of the past performance and the economic trends and indicators, we will forecast future demand levels.

We will next synthesize the demand forecast with information on the historical rooms inventory and probable additions to the supply in order to estimate future occupancies and ADRs of the competitive market for the next seven years of operation.

We will then evaluate the competitive advantages and disadvantages of your site and, should our market supply/demand forecasts support the development of another lodging product, determine the most suitable size and product type/positioning of the to-be-built hotel. Based on our conclusions, we will provide the national brands that are available in the immediate market area.

Finally, based on our recommended size and product type/positioning level of the to-be-built hotel, we will forecast its performance within the likely future market, calculating its share of market capture, and ultimately, its occupancy and ADR. Our estimates of performance of the proposed hotel will be based on identification and quantification of the types of customers who would be likely to use the product as conceived as a result of our research.

Letter Report

We will submit a 10- to 15-page memo that will present our five-year projections for occupancy and room rate for the proposed hotel. If you do not deem the occupancies and ADRs forecasted to be sufficiently profitable, you may opt to terminate the assignment.

PHASE II – FINANCIAL PROJECTIONS AND FEASIBILITY REPORT

Hotel Operating Projections

We will prepare estimations of profit and loss (“P&L’s”) for the proposed hotel for its first five years of operation. These will be estimated based upon:

- Actual similarly positioned hotel operating metrics as are available in our data base
- Industry norms as are available from STR and PKF

Our estimates would include all revenues and operating expenses, to the line of Cash Flow Available for Debt Service (but before debt service and taxes on income). The projections will be prepared in accordance with the Uniform System of Accounts for Hotels.

If you do not anticipate selling the land outright, we would assume ground rent expense and treat the proposed hotel as a leasehold opportunity.

From these cash flows, we will estimate the probable turn-key value of the proposed hotel through a discounted cash flow analysis. The probable turn-key value will be compared to its probable cost to complete to determine whether the project is feasible.



Estimated Project Development Costs

We will gather information on the cost of hotels that are currently under construction and extrapolate from these the probable cost to complete the recommended hotel.

This will be compared to the probable value upon completion for a true test of feasibility.

Report

We will prepare a report appropriate for a fairly wide distribution that could be used in a presentation to the San Dimas City Council or Planning Department. This report would focus on the feasibility of the project, provide estimations of incremental jobs created, and the anticipated transient occupancy taxes that would be generated by the proposed hotel.

Draft, Feedback, and Final Process

We will first issue each report in draft and allow you sufficient time to review the proposed reports. We will then schedule a call with you to discuss our findings and answer any questions on the assignment. Following this conference call, we will finalize the report(s).

The final report(s) will be submitted via PDF, allowing you to prepare the number of copies required for final form.

OPTIONAL SERVICES

Once we complete the aforementioned engagement, Pinnacle would be available to conduct other analysis/services such as:

- ***Presentations at a City Council or Planning Meeting*** - We would verbally present the findings assisted by a 20- to 25-page PowerPoint presentation and address community concerns in a question and answer session
- ***Economic Impact*** - We will estimate fiscal and economic impacts to the City of San Dimas (beyond direct benefits such as TOT and new job creation)
- ***Ground Rent Structuring*** – If you elect not to sell the site, we could assist in structuring the ground rent terms. This would be a more comprehensive analysis than the ground rents assumed in the first cut analysis of feasibility.

We will submit a proposal for additional services if requested.

PROFESSIONAL FEES

Our professional fees to complete the engagement described herein will be:

\$10,000 for Phase I – Occupancy and ADR forecasts

\$7,000 for Phase II – Cash Flows and Feasibility Report

This assumes that the Phase II Report is requested by you within 60 days of the issuance of the Phase I Letter Report. If not, the professional fees for the Phase II Report would increase to \$5,000 to update the data provided.



In addition to our professional fees, we expect to be reimbursed for reasonable out-of-pocket expenses including travel-related expenses, long-distance telephone, statistical data, and overnight mail.

As is customary in assignments of this nature, we require a retainer of \$5,000 prior to scheduling the assignment.

Payment for all remaining fees and expenses for each phase will be required at the time we submit the draft report for each phase. Should the engagement be canceled at any time during the course of our work, we expect to be reimbursed for our time, at our regular per diem rates, plus all out-of-pocket expenses.

TIMING

We can complete Phase I within four weeks of your authorization to proceed. We will require an additional three weeks to complete the Cash Flows and Phase II Feasibility Report, assuming it is requested within 60 days of the issuance of the Phase I Letter Report.

CONFIDENTIALITY

Pinnacle agrees to maintain strict confidentiality with respect to records, documents, findings, or recommendations associated with the engagement.

LIMITATIONS OF THE STUDY

Our report is subject to the following limitations:

- We have no obligation to update our findings regarding changes in market conditions that occur subsequent to the completion of our fieldwork.
- It is expressly understood that the scope of our study and reports thereon will not include the possible impact of zoning or environmental regulations, licensing requirements or other such restrictions concerning the project.
- Any drafts or preliminary information communicated to you during the course of the assignment are for your internal use only and may not be disclosed to any outside third parties without our prior written consent.
- Our report and material submitted may not be used in any prospectus or printed material or in any newspaper publicity or other public forum, without our prior written consent.
- This market study will not constitute a complete feasibility study, which would require analysis of the relationship between the potential earnings and the investment required, the applications of a financing plan, and cash flow projections. Such a study can be provided as a supplement under separate proposal.
- Pinnacle Advisory Group West, Inc. cannot be held liable in any cause of action resulting in litigation for any dollar amount that exceeds the total fees collected from this engagement.
- Any legal expenses incurred in defending or representing ourselves concerning this assignment will be the responsibility of the client.
- Any decision whether or not to license, lend to or invest in the subject hotel (or any person or entity affiliated with it) is the sole decision of any such licensor, lender, or investor, and our work shall, in no event, constitute a recommendation as to whether such license, loan, or investment should be made.



- Pinnacle Advisory Group regularly performs consulting engagements for a wide range of hospitality industry clients, including both owners and managers of hotels. From time to time Pinnacle Advisory Group may be engaged to represent clients whose interests are adverse to yours. We hereby represent that we will not take any assignment that is substantially related to the engagement that is the subject of this proposal within one year of the completion of this engagement. By signing this proposal, you agree to waive any right to restrict Pinnacle Advisory Group's ability to continue to accept future engagements from other clients.

ACCEPTANCE

If the foregoing proposal details the nature of the work you wish undertaken at this time and arrangements are satisfactory, please sign the enclosed copy of this proposal and return it to us, together with the requested retainer, as our authorization to schedule the assignment.

If, on the other hand, you have any questions, please do not hesitate to call on us. We would certainly appreciate the opportunity to work with you on this assignment.

Very truly yours,



Karen L. Johnson
President
Pinnacle Advisory Group West, Inc.

By: _____

Title: _____

Company: _____

Date: _____





Proposal from HVS – Global Hospitality Services
879 West 190th Street
Suite 400
Los Angeles, CA 90248

Phase One: Market Research, Recommendations, and Occupancy & Average Rate Forecast

- Site inspection and neighborhood review
 - Identify and research competitors – develop facility matrix
 - Inspection and interview (when possible) of competitive properties
 - Analysis of average rate and occupancy trends of competitive set
 - Research demand generators and expected changes in the market re: office/commercial space, leisure events and facilities, etc
 - Develop market-wide supply and demand analysis
 - Prepare recommendations for hotel facility including number of rooms, amenities, hotel product type, and brand

Deliverable: Market analysis on spreadsheets and conference call discussion of analysis, findings and recommendations. This deliverable would be for internal-review purposes.

Fee: \$7,000 including travel/STR expenses

Timing: 2 to 3 weeks from executed engagement

Phase Two: Proposed Hotel Occupancy & Average Rate Forecast

- Provide a forecast of occupancy and average rate for the proposed hotel facility

Deliverable: Forecast analysis on spreadsheets and conference call discussion of analysis. This deliverable would be for internal-review purposes.

Additional Fee: \$2,500

Timing: 1 to 2 weeks from executed engagement

Phase Three: Written Report

- Written report – The depth of the written report depends on your needs. The shortest would be an executive summary (less than 30 pages) or a concise summary (40 to 50 pages) or a full narrative (60 pages+).

Additional Fee: \$3,000 to \$4,500

Timing: 2 to 3 additional weeks