

MINUTES
REGULAR CITY COUNCIL
TUESDAY, FEBRUARY 23, 2016, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBER
245 E. BONITA AVENUE

NOTE: Students in Government Day participants will be present at the City Council meeting and sit with their counterparts.

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 Development Services Larry Stevens
Assistant City Manager Administrative Services Ken Duran
City Attorney Mark Steres
Director of Parks and Recreation Theresa Bruns
Public Works Senior Engineer Shari Garwick
Assistant City Clerk Debra Black

1. CALL TO ORDER FLAG SALUTE

Student Mayor Even Celaya opened the meeting and led the flag salute AT 7:00 p.m.

2. INTRODUCTION OF SAN DIMAS HIGH SCHOOL STUDENTS IN GOVERNMENT DAY PARTICIPANTS

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

a. Members of the Audience

1) Cheryl Panzer representing the Chamber of Commerce announced Saint Patrick's Day event at the Plummer Building.

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.)

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

- a. **RESOLUTION NO. 2016-11**, A Resolution of the City Council of the City of San Dimas approving certain demands for the month of February, 2016.
- b. **ORDINANCE 1243**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA INTRODUCING ORDINANCE 1243 TO REFLECT THE CORRECT RECOMMENDED MILES PER HOUR SPEED LIMIT FOR SAN DIMAS AVENUE (LOOP JUNCTION) TO 30 MPH (**SECOND READING AND ADOPTION**)
- c. **ORDINANCE 1242**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-05 WHICH WILL AMEND CHAPTERS 5.77, 5.28 AND 5.32 TO COMPLY WITH ASSEMBLY BILL 1147 RELATING TO HOW MASSAGE BUSINESSES ARE ALLOWED TO BE PROCESSED, OPERATED AND INSPECTED WITHIN THE CITY (**SECOND READING AND ADOPTION**)
- d. Commencing Proceedings for Annual Levy of Assessments for Open Space Maintenance Districts
 - 1) **RESOLUTION NO. 2016-12**, A Resolution of the City Council of the City of San Dimas authorizing the City Engineer to proceed with the preparation of annual reports for the annual Levy of Assessments for the Boulevard Open Space Maintenance District (TR 32818).
 - 2) **RESOLUTION NO. 2016-13**, A Resolution of the City Council of the City of San Dimas authorizing the City Engineer to proceed with the preparation of annual reports for the annual Levy of Assessments for the Northwoods Open Space Maintenance District (TR 32841)
- e. Approval of minutes for the City Council meeting of February 9, 2016.
- f. Authorize the Appropriation of an Additional \$6,254.40 in Fund 70 of the FY 2015-16 Budget to complete the purchase and replacement of vehicle Unit #23

ACTION: By motion and seconded (Councilmember Bertone/Councilmember Badar) to approve consent calendar as presented. Motion carried by unanimous vote.

YES: Badar, Bertone, Ebner, Templeman, Morris
NOES: None
ABSENT: None
ABSTAINED: None

END OF CONSENT CALENDAR

5. OTHER BUSINESS

- a. Update on Conceptual Projects Currently in Development to Meet Municipal Stormwater Permit Compliance NPDES Permit

Senior Engineer Shari Garwick presented staff's report on this item.

Councilmember Templeman asked staff to be sure they look into the prevention of a mosquito infestation during the process.

Recommended Action: Receive and file.

- b. Waste Management update on 2015 Activities

Teri Muse Waste Management Representative presented updates.

Assistant City Manager Ken Duran expanded on the area of organics recycling requirements.

In response to Student Councilmember, Ms. Muse stated that some of the businesses lack of participation is because of the changes it would mean to their daily operations.

Recommended Action: Receive and file.

- c. Authorize revisions to City's Records Retention Schedule

Assistant City Clerk Debra Black presented staff's report on this item.

Councilmember Bertone asked if this action was a directive from the State.

City Attorney Mark Steres replied that there are certain records within the schedule that the State requires be retained permanently but the schedule itself is not mandated by the State.

Responding to Councilmember Ebner's question of what percentage of city records are digitized, Mrs. Black replied approximately 60%; however we are still keeping hard copies at this point.

Mr. Duran explained that the city needs to make some modifications to the records management system before the records stored there can be consider permanent. He added that the new Accela System will help the city move toward less paper production.

Recommended Action: Approve revisions to the City's Records Retention Schedule and authorize the City Clerk's Office to amend the schedule when necessary.

Motion: By motion and seconded (Councilmember Bertone/Templeman). The motion passed by unanimous vote.

YES: Badar, Bertone, Ebner, Templeman, Morris

NOES: None

ABSENT: None

ABSTAINED: None

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

- a. Members of the Audience

None

- b. City Manager

Mayor's Call in Show David Hausch Pacific Railroad Society.

- c. City Attorney

Student City Attorney thanked council and staff for hosting the Students in Government Day.

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.

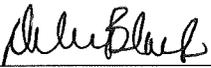
Councilmember Templeman provided update on his health and reassured the public that he was doing well.

Councilmember Ebiner acknowledged the good job by staff on the Walnut Creek event and announced the upcoming meetings on the future of the Downtown Development.

Councilmember Badar complimented staff on the presentation of the Walnut Creek walk through.

7. ADJOURNMENT

The meeting adjourned at 8:02 p.m. The next City Council meeting will be held on Tuesday, March 8 2016, 7:00 p.m.



Debra Black, Assistant City Clerk



Curtis W. Morris, Mayor