



**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
**TUESDAY, FEBRUARY 22, 2005, 5:00 P. M.**  
**CITY COUNCIL CONFERENCE ROOM**  
**245 E. BONITA AVE.**

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**PRESENT:**

Mayor Curtis W. Morris  
Councilmember Denis Bertone  
Councilmember Sandy McHenry  
Councilmember Jeff Templeman

City Manager Michaelis  
City Clerk Rios  
City Attorney Brown  
Assistant City Manager Duran  
Community Development Director Stevens  
Public Works Director Patel  
Parks and Recreation Director Bruns  
Planning Manager Hensley

**ABSENT:**

Mayor Pro Tem John Ebiner

**CALL TO ORDER**

Mayor Morris called the meeting to order at 5:00 p.m.

**ORAL COMMUNICATIONS**

None

**STUDY SESSION**

- a. Pre-budget preparation.

City Manager Michaelis said each department head would present a preliminary summary to prepare recommendations for the city's spending plan for 2005-06. He invited members of the Council to include any other budget items they wished. He outlined projects to be prioritized and completed, and said the focus is to not only accomplish many things, but to improve the way they are done.

**Administrative Services**

Assistant City Manager Duran stated the anticipated activity is to continue with the same programs and services with a emphasis on improving efficiencies of the department and general administrative support services. He outlined the projects to be prioritized and completed, as well as requests for additional assistance.

Assistant Manager Duran responded to Council's questions concerning the Request for Proposal process to identify a space planner; EOC; hiring of additional staff; and PERS contribution.

### **Parks and Recreation Department**

Parks and Recreation Director Bruns reported that staff will continue to efficiently utilize available resources in order to effectively deliver services in landscape maintenance, facilities maintenance and recreation. She outlined the landscape maintenance projects, projects to track for future consideration, and requested direction on improvements in the downtown corridor; upgrades in parking lot districts 1, 2 and 3; installation of new banner poles in downtown corridor; and Arrow Highway Parkway renovation from San Dimas to Acacia, as well as requests for additional assistance.

City Councilmembers provided direction on recruitment of Arborist/Tree Specialist, planting Pink Trumpeting vines on a light wire fence to cover unattractive wall at Arrow/Cataract; providing ADA accommodations at city hall; planting drought tolerant trees on the west side of San Dimas Avenue, south of Via Verde; and to find a good utility engineer for utility upgrades.

### **Public Works Department**

Public Works Director Patel indicated that the objective has been to meet maintenance and operational needs of the city's streets and infrastructure now and into the future, and to ensure that private and public building projects meet construction code and city approval requirements. He outlined capital improvement and special projects, as well as projects to track for future consideration. He requested direction on three projects and additional assistance in engineering, building and safety, and street maintenance.

### **ADJOURNMENT**

The meeting adjourned at 7:00 p.m.

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Mayor of the City of San Dimas

ATTEST:

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City Clerk