



# City Manager's Weekly Report

*For the Week Ending Noon on Thursday, March 4, 2010*

<http://www.templecity.us>

**TO:** The Honorable City Council

**DATE:** March 4, 2010

**FROM:** Jose E. Pulido, City Manager

**SUBJECT:** CITY MANAGER'S REPORT

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## MEETINGS THIS WEEK

- **AAE Inc.,** – Sid Mousavi (i.e., Chief Executive Officer) and Julienne Chene (i.e., Marketing Manager) met with Public Services Manager Bill Tidwell and I to provide us with an overview of the various services this firm offers cities such as: 1) Civil Engineering and Design; 2) Traffic Engineering; 3) Building and Safety; and 4) GIS/Grant Writing/NPDES. Specifically, AAE Inc., has been providing our city with an array of the aforementioned services over the past four years. At this time, AAE Inc. is working with Public Services Manager Tidwell on the Rosemead Boulevard Improvement Project; and
- **Rosemead City Manager** – I had an introductory meeting with Jeff Allred, who has been the Rosemead City Manager for nine months. We discussed a number of issues that are of interest to our respective adjoining cities such as the upcoming Rosemead Boulevard Improvement Project and general housekeeping items at our respective city borders. Mr. Allred did mention that the City of Rosemead is working on design drawings for two new competition size pools at Rosemead and Garvey Parks. We agreed to hold periodic meetings in the future to coordinate our respective efforts in both cities.

## GENERAL COUNCIL INFORMATION

### City Council and City Manager Goal Setting Study Session Update

As was reported previously through this City Managers Report, I received four proposals from various consultants in response to a request for proposals to undertake the City Council and City Manager Goal Setting Study Session. On March 16, 2010, the City Council will be asked to consider awarding a professional services agreement to Dr. Bill Mathis from Mathis Consulting Group in an amount not to exceed \$8,000. As part of the scope of work, the deliverables from Dr. Mathis to the City will be: 1) City Council Citywide Goals; 2) City Council Goals for the City Manager; and 3) Study Session Notes.

Funding for this endeavor will be covered by salary savings in the Fiscal Year (FY) 2009-10 City Manager Budget. If the City Council approves this professional services agreement, it is anticipated that the City Council Goal Setting Study Session would be held on a Friday or Saturday (e.g., from 9 a.m. to 3 p.m.) in April 2010.

## **Second of Two Special Joint Meetings with City Council and Planning Commission**

We have been notified that City Council members and Planning Commissioners have confirmed their availability for the proposed March 23, 2010, Special Meeting for the Redevelopment 101 Presentation by Seifel Consulting. In light of the good news, we will go ahead and prepare a public notice for this meeting, which is scheduled for Tuesday, March 23, 2010, at 6:30 p.m. in the City Council Chambers.

## **66<sup>th</sup> Annual Camellia Festival**

I wish to express a heartfelt thanks to the staff and volunteers who prepared and worked on the 66<sup>th</sup> Annual Camellia Festival. Although we experienced some rain right at the start of the parade, many of the participants were determined to march through the inclement weather.

*The indicated writers have submitted the following items. All have been reviewed and approved (but may have been edited) by the City Manager.*

### **Department of Community Development** (Community Development Manager Lambert)

#### **Planning Commission meeting of March 9, 2010**

The regularly scheduled Planning Commission meeting of March 9, 2010 has been cancelled due to a lack of agenda items.

#### **Census 2010 Complete Count Committee Update**

The third meeting of the Complete Count Ad-Hoc Committee will be held on Wednesday, March 10, 2010. The Committee was successful in getting federal funding for the Census banner that is hung across Las Tunas Drive and for the purchase of 250 residential promotional signs. The Committee will meet to strategize on the distribution of these signs. As the City Council is aware, the tremendous efforts made by Mayor Vizcarra and the Complete Count Committee resulted in a visit and press conference with national Census Director Robert Groves last Sunday. Thank you to everyone involved for their help in this endeavor.

#### **Census 2010 Town Hall Meeting Hosted by California Senator Carol Liu – March 13, 2010**

As a reminder, Senator Carol Liu will be holding a bilingual English and Chinese Town Hall Meeting to address any questions or concerns regarding the Census. Senator Liu has indicated that both Cantonese and Mandarin speaking Census Partnership Specialists will be present, including our local Partnership Specialist, Lydia Lee. Without an accurate count of our population, our federal and state funding will not be maximized. It is important for everyone in the 21<sup>st</sup> Senate District to be counted, especially our diverse immigrant populations that have historically been difficult to count.

The Town Hall meeting will be held on Saturday, March 13, 2010, at the Temple City Chamber of Commerce, 9050 Las Tunas Drive, Temple City, CA 91780. The meeting will run from 6:30 p.m. to 8:00 p.m.

**Department of Financial Services** (Financial Services Manager Molina)

**Treasurer's Report**

During the month of January 2010, both the City and Redevelopment Agency saw an increase in cash on hand. The City receives some major revenues twice a year (i.e. first payment in January and the second in May.) The City received payments for Sales Tax (Triple Flip) and Property Tax (In Lieu of Vehicle License) totaling \$1,651,682.31 during the month of January.

**CITY**

Cash on hand for the City of Temple City increased by 5.7%. On December 31, 2010, the City's cash on hand was \$30,080,744.23. As of January 31, 2010, cash on hand is \$31,808,495.75.

**AGENCY**

The Agency had an increase of cash on hand in the amount of \$44,224.77. As of January 31, 2010, the total cash on hand for the Agency is \$4,153,777.13.

**Department of Management Services** (Assistant to the City Manager Flod)

**Second Edition of the Chamber of Commerce's *Temple City Lifestyle Magazine***

The Chamber of Commerce is interested in doing a second edition of their *Temple City Lifestyle* magazine, which was first published two years ago. While the Chamber has not yet made a formal request for financial support, in the past the City Council approved \$12,000 in seed money for publication of 15,000 copies, plus \$3,000 for distribution by mail to every address in Temple City. The Chamber stated they would reimburse a portion of the \$12,000 back to the City through various fund-raisers, including an e-waste event. Last fiscal year, the City was reimbursed approximately \$4,900 of the \$12,000.

The City will also be asked to buy some advertizing pages in the publication that was previously used for information about City services, but this time may also be used to tout the City's 50<sup>th</sup> Anniversary.

The Chamber is currently deciding what level of support they will need, and will be providing a formal letter of request to the City Council by the end of this week. This item has been tentatively scheduled for City Council consideration at their March 16, 2010, meeting.

**Department of Parks & Recreation** (Director of Parks & Recreation Burroughs)

**Camellia Festival**

On behalf of the Camellia Festival Executive Board, I would like to extend my sincerest appreciation to the many staff and volunteers that assisted with the 66<sup>th</sup> annual Camellia Festival. Without the assistance of so many, including Sheriff personnel, maintenance and recreation staff, and the volunteers that run the food and game booths, this event would not be possible. Unfortunately, the rain on Saturday severely limited the hours of operation of the carnival and the number of attendees, which in turn, impacted the amount of money earned by the non-profit organizations and the Camellia Festival. Hopefully all the groups made some money this year, and will be back for next year's Festival.

**California & Pacific Southwest Recreation & Park Training Conference**

Several members of the Parks & Recreation Commission, as well as staff, will be attending the annual California & Pacific Southwest Recreation & Park Training Conference next week. This year's conference will be held in Palm Springs March 10–12, 2010. Over 100 sessions will be offered during the 2½ days, covering such topics as grant funding opportunities, creative coaching skills, marketing, water conservation, project management, customer retention, sustainable park design, and many more. In addition, more than 200 vendors will be on hand at the expo show providing information on everything from playground structures to park maintenance equipment to master planning for parks and programs.

**50 Books for 50 Years**

The City is thrilled to report that as a result of the overwhelming response from the community, the first 50+ books for the Temple City Library via the *50 Books for 50 Years* campaign have been collected. A ceremonial item has been scheduled on the March 16, 2010 City Council agenda for the Council to formally present the first 50 books to the library. Book collection will continue throughout the year.

**Outstanding Older American**

If you have not already done so, please provide us with your nomination for Temple City's Outstanding Older American for 2009.

**Spring Newsletter**

The spring issue of the City's quarterly newsletter should be delivered to all residents by this weekend. This issue features the City's 50<sup>th</sup> anniversary logo as well as 50<sup>th</sup> anniversary activities and programs.

**Department of Public Services** (Public Services Manager Tidwell)

**Freer Street Construction Update**

The weather predictions again this week have hampered the start of the asphalt reconstruction phase of the project. Rain was predicted on Tuesday into Wednesday, and again on Friday. City staff and the contractor are working to time the start of the asphalt reconstruction to coincide with a few predicted dry days. That will allow the contractor to remove a section of the roadway and reconstruct that section before the next storm. At this time, we anticipate work to begin on Monday March 8, 2010.

**Camellia Festival**

The parade was wet, but the spirits were high among participants and staff. I would like to thank all those who worked this weekend, and all those who prepared the City for the parade. Several items were completed in time for the parade and festival. Las Tunas Drive received a fresh coat of paint. Sidewalk work along the parade route was completed for public safety. Camellias were added to the landscape planters, and all parking lot planters were manicured. Before, during, and after the parade, City staff provided traffic safety, timely maintenance, and a courteous manner. Well done staff.

**Arbor Day Update**

The City Council has proclaimed March 15, 2010, as Arbor Day in Temple City and as part of the Arbor Day celebration, the City sponsored a poster contest for local fifth graders. The winners of the three participating schools (i.e., Emperor Elementary, Longden Elementary, and St. Luke's School) were recognized at the March 2, 2010, City Council meeting.

And the winners are:

<u>School</u>	<u>First Place</u>	<u>Second Place</u>	<u>Third Place</u>
Emperor	Nigel Ho	Joshua Chao	Claire Huang
Longden	Stephanie Shih	Michael Soto	Celyna Su
St. Luke's	Michelle Melara	Charles Greaves	Alyson Hartman

The Arbor Day Celebration will be held at Temple City Park on Monday, March 15, 2010, from 10 a.m. to 1 p.m. The City's goal is to plant 50 trees for 50 years during that week. A ceremonial tree planting and several fun and interesting demonstrations are being planned for this event. The most notable event this year will be the 'cherry picker' rides for visitors.

### **Lower Azusa Road Repairs**

Extensive research regarding the sinkhole on the north side of Lower Azusa Road near Cloverly Avenue has not revealed any abandoned sewer or storm drain that could be causing the problem. In light of this information and the fact that the void has not enlarged over the last three rain storms, a concrete slurry will be pumped in as back fill to seal the earth from further water intrusion. Public Services staff members will monitor this area after each future rain event.

*Division of Public Safety (Public Safety Officer Ariizumi)*

### **Earthquake Management Training**

Last week, Public Safety Officer Ariizumi had the opportunity to attend the Introduction to Emergency Management: Earthquake Class hosted by the California Specialized Training Institute (CSTI) and California Emergency Management Agency (Cal EMA). The class was held at the CSTI facility in San Luis Obispo, CA.

The class was an invaluable experience, and Mr. Ariizumi will utilize what he's learned to prepare the City for a disaster, earthquake, or other emergency.

### **Animal Control Joint Powers Authority**

On Wednesday morning, the Administrative Committee of the San Gabriel Valley Animal Joint Powers Authority met to discuss the upcoming renewal of the contract with the San Gabriel Valley Humane Society. The committee approved a three-year contract with the Humane Society with a slight increase each year, for three years. The final contract will be approved by the Executive Board before the end of Fiscal Year 2009-10.

**PREVIEW OF UPCOMING CITY COUNCIL MEETING AGENDA ITEMS**

**MARCH 16, 2010, MEETING**

CITY CLERK

**Street Banner Request – T.C.U.S.D.**

COMMUNITY DEVELOPMENT DEPARTMENT

**Planning Commission Actions of February 23, 2010**

**Adoption of Ord. 10-931 re RV Storage in C-3 Zones**

**New Public Hearing: Telecommunications Facility**

**Habitat Joint Housing Rehab Program Agreement Update**

MANAGEMENT SERVICES DEPARTMENT

**Professional Services Agreement – City Council Goal Setting/Strategic Planning**

**Mayor's Appointments to Council Committees**

**Contribution to Chamber for Lifestyle Magazine**

PARKS AND RECREATION DEPARTMENT

**Presentation of 50 Books for 50 Years Donation to Temple City Library**

**Award of Contract – Temple City Park Lighting Project**

**APRIL 6, 2010, MEETING**

CITY CLERK

**Recognition of Those Who Aided in House Fire Rescue**

COMMUNITY DEVELOPMENT DEPARTMENT

**Planning Commission Actions of March 23, 2010**

**Public Hearing Medical Marijuana Urgency Ordinance Extension**

**Public Hearing: ZC & GPA Re-Zone of R-2 Property to M-1**

PARKS AND RECREATION DEPARTMENT

**Parks & Recreation Commission Actions of March 17, 2010**

PUBLIC SERVICES DEPARTMENT

**Parking Permit Process (Code Amendment)**

**APRIL 20, 2010, MEETING**

CITY CLERK

**Approval of Fireworks Stand Permits**

**MAY 4, 2010, MEETING**

COMMUNITY DEVELOPMENT DEPARTMENT

**Planning Commission Actions of April 13, 2010**

**Planning Commission Actions of April 27, 2010**

PARKS AND RECREATION DEPARTMENT

**Parks & Recreation Commission Actions of April 21, 2010**

PUBLIC SERVICES DEPARTMENT

**Accept Engineer's Report, Adopt Resolution of Intent to Levy & Collect Assessments for L/LD & Set Public Hearing**

TEMPLE CITY CRIME BLOTTER  
FEBRUARY 22 through MARCH 2, 2010

**February 23, 2010**

**Petty Theft:** Deputies responded to the TJ Max store at 5749 Rosemead Blvd. regarding loss prevention; detaining a female Asian adult for shoplifting. After further investigation, the female was arrested for stealing approximately \$55 of miscellaneous items.

**February 24, 2010**

**Driver Arrested:** As the result of a traffic stop in the 9800 block of Las Tunas Drive, a male adult was arrested for being under the influence of Methamphetamine.

**Burglary:** Between 10:00 p.m. on 2-24-10 and 7:00 a.m. on 2-25-10, person's unknown shattered the front glass door to "Apollo's Restaurant," 9644 Las Tunas Drive and stole two cash registers containing approximately \$280. The damage to the glass door was estimated at approximately \$300.

**Burglary:** At approximately 1:33 a.m., deputies responded to a burglary alarm call at "CKW," 9668 Las Tunas Drive. Deputies arrived within three minutes and found the front door pried open. The owner arrived and advised deputies that two lap top computers worth \$1,500 a piece had been stolen.

**Vehicle Burglary:** Between 11:00 p.m. on 2-24-10 and 7:00 a.m. on 2-25-10, person's unknown shattered the front driver's side window to a vehicle in the 6100 block of Oak Ave., and stole a wallet from the center console.

**Driver Arrested:** As the result of a traffic stop in the 9700 block of Las Tunas Drive, a male adult was arrested for driving without a license and his vehicle impounded.

**February 25, 2010:**

**Driver Arrested:** As the result of a traffic stop in the 8800 block of Las Tunas Drive, a male adult was arrested for being under the influence of Methamphetamine.

**March 3, 2010**

**Traffic Collision:** At approximately 3:00 a.m. a traffic collision occurred on Las Tunas Dr. at Oak Ave between a motorist and a Sheriff's Department patrol car. During the investigation, the motorist (male adult) was believed to be driving under the influence and arrested. There was minor damage to the vehicles involved and neither party was injured.



# MEMORANDUM

**TO:** CITY MANAGER

**DATE:** 03-05-10

**FROM:** RECEPTIONIST

**YARD SALE PERMITS ISSUED** The following is a current list of Yard Sale

**SUBJECT:** Permits issued for the weekend of 03/05,06,07

<u>Yard Sale Address</u>	<u>Residents Name</u>	<u>Date</u>
4827 Birchland Pl	Nancy Eastloud	03/05,06,07
5219 Farago Ave	John Soltys	03/06,07
6623 Oak Ave	Winnie Joe	03/06
6022 Rosemead #C	Lam Po Yuck	03/07