



City Manager's Weekly Report

For the Week Ending Noon on Thursday, June 10, 2010

<http://www.templecity.us>

TO: The Honorable City Council

DATE: June 10, 2010

FROM: Jose E. Pulido, City Manager

SUBJECT: CITY MANAGER'S REPORT

MEETINGS THIS WEEK

- **Los Angeles County Internal Services Department (ISD)** – a couple of weeks ago I received a letter from Mark Busam who is the Client Relations representative for this organization, encouraging our City to provide the Los Angeles County ISD with an opportunity to submit a cost proposal to service and maintain our existing City facilities. I agreed to receive a cost proposal from Mr. Busam which I will assess and review with our existing outside contracts for various services ranging from air conditioning maintenance, to plumbing, carpentry and electrical.

According to Mr. Busam, Los Angeles County ISD is in the unenviable position of having to generate work for their employees because they no longer maintain the former County Courthouses, which transitioned this year to the State of California. Essentially, if they are unable to generate enough work with cities, they will be in the unfortunate position of having to layoff long-time Los Angeles County employees. At the conclusion of our meeting, Mr. Busam agreed to provide the City with a reasonable cost estimate to possibly maintain our City facilities;

- **Southern California Edison Transformer for 9608 and 9610 Las Tunas Drive** - at the request of Council member Vince Yu, Community Development Manager Joe Lambert and I met with Jack Zhao (i.e., Deputy General Manager for EDI Media, Inc.) regarding the installation of a large Edison transformer on a property owned by Eddie Wang (i.e., no relation to Randy Wang). Due to a number of reasons, including a cultural sensitivity of placing a power transformer near an entrance/exit of a business, as well as the size and non aesthetically pleasing transformer, Mr. Wang is requesting that the City consider working with him to install this Edison transformer in the City's trash enclosure to the north of his property at his expense. If the City were to agree to facilitate this type of proactive and culturally sensitive solution, his two new tenants (i.e., Golden House and Chinese Deli) who have been on hold for several months, could proceed with their combined \$1.3 million in tenant improvements, which includes the installation of electrical service panels to both small businesses. Mr. Wang indicated that if the City was willingly to proactively work with property owners and small businesses, he was prepared to begin acquiring and assembling more commercial properties along Las Tunas Drive. By the end of this week, Mr. Wang will

submit a formal letter to me for my review and discussion with the City Attorney early next week.

GENERAL COUNCIL INFORMATION

Draft Fiscal Year (FY) 2010-11 Framework for the City's Strategic Plan

As was discussed in last week's City Manager's Report, below is a preliminary draft of the City's FY 2010-11 Work Plan. I have intentionally structured this document to function more as a framework for the City Council and community to move forward from. Below is a snapshot of the Draft Strategic Expectations and Initiatives for FY 2010-11 that needs to be reviewed and approved by the City Council on June 22, 2010 during a special budget meeting. The public will have an opportunity to comment on any part of the City's Draft FY 2010-11 Strategic Plan during the special meeting of June 22, 2010.

**SNAPSHOT OF
 DRAFT STRATEGIC EXPECTATIONS AND INITIATIVES
 FY 2010-11**

**COUNCIL AND COMMUNITY
 EXPECTATIONS**

INITIATIVES/HOW WE GET THERE (Year One)

<p>Become an extraordinarily business-friendly City.</p>	<ol style="list-style-type: none"> 1. Identify a City business ombudsman. 2. Build and enhance programs that support, retain and attract business. 3. Define clear processes for new businesses. 4. Define roles between the Chamber and City. 5. Promote available resources; identify and develop others. 6. Assess the cost of doing business and local market. 7. Formalize qualifiers for expedited development/infill development approvals.
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<p>Make citizens a top priority.</p>	<ol style="list-style-type: none"> 1. Consider a City Council "Saturday Office Hours" program. 2. Create a new City website that serves as the key community resource. 3. Identify ways to increase involvement of underrepresented segments. 4. Include the public in annual goal setting, budgetary and solution processes. 5. Pursue cost effective ways to disseminate information (e-means, etc.) 6. Report on achievement and accountability. 7. Survey to understand community sentiment.
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<p>Leverage resources to provide innovative services.</p>	<ol style="list-style-type: none"> 1. Require contract service providers to propose innovative programs. 2. Focus on creating effective partnerships and partnerships at County, State and Federal levels. 3. Encourage the use of creative capital in the city organization. 4. Identify annual needs for innovative solution. 5. Identify key funding sources and pursue strategic opportunities (grants, etc.).
<p>Promote thoughtful and excellent planning.</p>	<ol style="list-style-type: none"> 1. Focus on immediate fixes that clarify and revise antiquated processes. 2. Pursue specific planning efforts that are long lasting and market-driven. 3. Set clear processes and timetables for planning review. 4. Update long term key and comprehensive documents like the City's General Plan and its various elements. 5. Identify key development opportunities.
<p>Make Commissions active partners.</p>	<ol style="list-style-type: none"> 1. Re-evaluate their objectives and purposes; possibly revise. 2. Work with them to create a realistic, achievable work program. 3. Educate on City Council vs. Commission responsibilities and roles. 4. Hold Commissions accountable.
<p>Set clear Council expectations.</p>	<ol style="list-style-type: none"> 1. Set guiding principles for annual selection of projects. 2. Report back to the community on achievement based on milestones. 3. Allocate resources and focus on the tangibles. 4. Complete the City's five-year strategic plan.
<p>Complete the City's five-year strategic plan.</p>	<ol style="list-style-type: none"> 1. Develop a new and relevant Mission Statement. 2. Set short, medium and long term goals and objectives. 3. Define the work program for up to 7 key focuses or opportunities.
<p>Improve image and reputation of Temple City.</p>	<ol style="list-style-type: none"> 1. Identify ways to quickly improve existing "touch" points. 2. Develop a new City brand and messaging strategy. 3. Continue working with key media partners; allocate the same responsibility to stakeholders. 4. Build awareness of City officials and organizational achievement. 5. Host regional events to provide improved recognition of Temple City.

<p>Rebuild and develop a master plan for infrastructure.</p>	<ol style="list-style-type: none"> 1. Develop a plan for City Hall refurbishing and efficiency. 2. Develop a plan for Civic Center revitalization. 3. Create an Ad Hoc Blue Ribbon Committee for a Facilities Assessment Master Plan. 4. Formalize a long-term funding strategy to address sewer and water maintenance and repairs.
<p>Invest in City staff.</p>	<ol style="list-style-type: none"> 1. Revise job classifications (where needed) and clarify job expectations. 2. Provide professional training (especially in technology). 3. Strengthen employee involvement and feedback.
<p>Strengthen business operations.</p>	<ol style="list-style-type: none"> 1. Invest in key information systems (ex: EdgeSoft, Geographic Information System [GIS] etc.). 2. Aggressively pursue business process improvements (w/ a focus on externalities). 3. Update administrative policies and city codes.
<p>Build financial capacity.</p>	<ol style="list-style-type: none"> 1. Assess the feasibility of amending and expanding redevelopment project areas. 2. Update fee structures to fully support designated Prop 218 districts. 3. Pursue efforts that diversify financial reliance away from the General Fund. 4. Build alliances w/ local officials to pursue County/State/Federal funding sources. 5. Position the City's reserve fund for future growth.
<p>Maintain Temple City's reputation as a safe community.</p>	<ol style="list-style-type: none"> 1. Maintain adequate service levels for public safety patrol. 2. Develop a plan for increased officer presence within the community. 3. Outline a new customer service initiative. 4. Review and update the City's emergency response operations; pursue EOC funds.
<p>Balance and improve the livability of Temple City neighborhoods.</p>	<ol style="list-style-type: none"> 1. Identify "blight buster" efforts in targeted areas through concentrated enforcement. 2. Set community standards by enforcing them and providing resources for compliance. 3. Continue to fund and identify new funding sources for Single Family rehab. 4. Identify new funding sources for Multi-Family rehab. 5. Explore the possibility for a fixed route trolley system.

Next week, I will meet with our management staff to discuss and review each of the principles as it moves forward through our internal review process.

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)

Meeting with the Olson Company Regarding Former Alpha Beta Site

Staff met with Senior Vice President of Community Development John Reekstin to discuss a redevelopment opportunity at the former Alpha Beta site on Temple City Boulevard. The Olson Company has been in contact with the owners of the former Alpha Beta site, and the owners are apparently ready to proceed with a project. It is unknown at this point if the property owners would sell the property to the Olson Company, or what the exact arrangement would be. However, it is encouraging to hear that they are ready to proceed. Mr. Reeskstin presented staff with two development scenarios for this site, which at this point are very preliminary site plan sketches. I will discuss the preliminary site plans with the City Manager, and we will keep the Council posted.

Status of Hanabi Restaurant at 9679 Las Tunas Drive

Hanabi Japanese House at 9679 Las Tunas Drive currently has an active business license, and they are currently operating on a part time basis. However, they plan to sell their business and they are currently in escrow to do so. A few days ago, the prospective business owner applied for a sign permit, and today, a business license application was accepted by staff. The new restaurant will be called Shanghai Kitchen, and they plan to open sometime in July.

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

Athens Waste Collection Option Survey Results

Finally, the results of the Athens Waste Collection Option Survey have been tabulated. Back in late April 2010, approximately 8,000 surveys were mailed to all Athens trash service customers in Temple City. The survey asked residents to indicate their preference between the four following options:

- Option One (*Two times per week manual collection program*),
- Option Two (*One time per week manual collection program*),
- Option Three (*One time per week three container automated collection program*), and
- Option Four (*One time per week two container automated collection program*).

Of the slightly over 8,000 surveys sent out, 3,478 or 43% were returned, which is considered an extremely high and successful return rate. Over 160 of the surveys were completed online over the City's web site. The results of the survey are as follows:

OPTION:	RESPONSES	PERCENTAGE
One	1,858	53%
Two	601	17%

Three	539	16%
Four	480	14%
TOTAL	3,478	100%

Many of the returned surveys included comments, which will be read and compiled for review by the City Council Ad-Hoc Committee consisting of Mayor Pro Tem Tom Chavez and Council member Vince Yu and staff shortly. **At the City Council meeting on June 15, 2010, a random drawing will held to determine the three lucky winners of one year of free trash services.**

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

Expanded Dial-A-Ride Eligibility Area

Pursuant to City Council direction on June 1, 2010, staff is updating the City's Dial-A-Ride informational brochure to include residents of unincorporated county areas adjacent to Temple City, south of Duarte Road, as eligible. County residents will have a different application and different colored membership card so they are easily identified by our contractor. Per Council direction, county residents will be eligible for service into Temple City and return to their home address only. They will not be eligible for transportation outside the City limits as Temple City residents are currently. Applications for both Temple City residents and county residents are currently available on the City's website. Transportation for county residents will begin July 1, 2010.

Youth Committee

Thirteen individuals have submitted applications for the 2010-2011 Youth Committee. Twelve of the applicants are students at Temple City High School, one is a student at Oak Avenue Intermediate School. Ten of the applicants are residents of Temple City. All thirteen applicants live within the boundaries of the Temple City Unified School District.

Staff is recommending the applicants be interviewed by a panel consisting of the City Council and Commission liaisons (currently Mayor Pro Tem Chavez, Planning Commissioner Horton, and Parks & Recreation Commissioner Arrighi). Interviews will be scheduled within the next month. After the interview process, the panel will recommend applicants to the City Council. We anticipate the Youth Committee will be dark during the summer months.

Summer Concerts

The 1st Marine Division Band from Camp Pendleton will kick off the summer concert series on Wednesday, June 16, 2010 at 7:00 p.m. Free hot dogs will be given out on a first come basis to the first 500. It is nice to have the Marines back in Temple City.

Parks and Recreation Commission Meeting

As there are no public items for the agenda, the Parks and Recreation Commission's regular meeting of June 16, 2010 has been cancelled.

Department of Public Services (Public Services Manager Bill Tidwell)

Traffic Signal Project Updates:

- **Temple City Boulevard at Ellis Lane**

The installation of the new traffic signal was completed ahead of schedule on Friday, June 4, 2010. Traffic striping and activation for the new signal is scheduled for Tuesday June 15. Traffic striping will begin at 10:00 a.m. and signal activation will be at 1:00 p.m. This signal will have the pedestrian countdown feature. Now that the traffic poles are in place, "signal ahead" signs have been installed to alert drivers to the approaching signal.

- **Temple City Boulevard at Las Tunas Drive & Baldwin Avenue at Olive Street**

The low bid for the signal upgrades on Temple City Boulevard at Las Tunas Drive and Baldwin Avenue at Olive Street is still being certified to present to the City Council for award of the contract. The scope of work consists of traffic signal modifications, which includes left-turn phasing, safety lighting and the pedestrian countdown feature at these intersections.

New City Services Representative Update

The Los Angeles County Department of Public Works has announced the assignment of a new City Services Representative for the City of Temple City. On June 1, 2010, John Huang assumed the responsibilities from Menerva Ariki. Mr. Huang's schedule has been jammed and staff is currently checking to arrange an introductory meeting for the Public Services Department.

Tree Safety Work

Work is currently being accomplished on the large pine trees in the center medians of Santa Anita and Baldwin Avenues. These large trees are being reduced in size to keep them from falling or blowing over. The restricted root zone for the anchor roots that hold the trees in place is the reason for the size reduction. The anchor area is not large enough to support the ultimate size these trees will attain. Trees that are leaning severely are being removed to prevent them from falling into the street. Replacement trees will be selected that can grow to their ultimate size in the restricted root zone area.

Division of Public Safety (Public Safety Officer Ariizumi)

Code Enforcement Monthly Activity Report

Included in this week's City Manager's Report is the Monthly Code Enforcement Activity Report. The report lists cases opened and closed in the month of May 2010.

Artic Luv Kennel

Staff is continuing to investigate the violations at the kennel. The kennel owner has provided documentation to staff showing that several of her dogs have been "debarked." Next week staff has scheduled an inspection with our City Prosecutor to identify the dogs listed in the documentation.

PREVIEW OF UPCOMING CITY COUNCIL MEETING AGENDA ITEMS

JUNE 29, 2010 (SPECIAL MEETING)

ALL DEPARTMENTS

Annual Service Agreements

CITY CLERK

Conflict of Interest Code Biennial Review Authorization

FINANCIAL SERVICES DEPARTMENT

Public Hearing: Adoption of FY 2010-11 Budget, Gann Limitation, etc.

PUBLIC SERVICES DEPARTMENT

Public Hearing: Adoption of Temporary Overnight Parking Permit Fee Structure

JULY 6, 2010 MEETING

CITY CLERK

Street Banner Request – St. Luke School

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Commission Actions of June 8 Meeting

Planning Commission Actions of June 22 Meeting

Agreement with Habitat for Humanity – Rehab Program

FINANCIAL SERVICES DEPARTMENT

Financing Authority Annual Meeting

MANAGEMENT SERVICES DEPARTMENT

Introduction of T.C. Sister City Students

Chamber of Commerce Monthly Update

PARKS AND RECREATION DEPARTMENT

Parks & Recreation Commission Actions of June 16 Meeting

PUBLIC SERVICES DEPARTMENT

Award of Contract – Traffic Signal Upgrade

Authorization of Grant Application – Safe Routes to School

Approval of MOU with SGV Volunteer Center

**Public Hearing: Establishing Levy and Ordering Assessments for Citywide
Lighting and Maintenance District**

JULY 20, 2010 MEETING

CITY CLERK

Designation of Voting Delegate and Alternate for League Annual Conference

COMMUNITY DEVELOPMENT DEPARTMENT

Public Hearing: Intro of Ordinance re Hedge Heights in Residential Zones

PARKS AND RECREATION DEPARTMENT

Award of Contract – Live Oak Park Playground Equipment

AUGUST 3, 2010 MEETING

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Commission Actions of July 20 Meeting

PARKS AND RECREATION DEPARTMENT

Parks & Recreation Commission Actions of July 21 Meeting

TEMPLE CITY CRIME BLOTTER

JUNE 1 THRU 7, 2010

June 1, 2010

Residential Burglary:

At approximately 10:03 a.m., deputies responded to an audible burglary alarm at a residence in the 10500 block of Freer Street. Upon arrival, deputies found the garage door ajar and the metal doggie door frame leading into the house was removed. The location was cleared for any possible suspects. Per the victim, nothing appeared to be disturbed or missing at this time. The suspects may have been scared off by the alarm.

Petty Theft Arrest:

At approximately 3:45 p.m., K-Mart loss prevention officers observed a female concealing store items under her clothing and walking out of the store without paying. The 48 year old female from Monterey Park was detained by loss prevention outside the store. After further investigation, deputies arrested the female for petty theft.

June 2, 2010

Graffiti Arrest:

At approximately 11:45 a.m., deputies responded to the 5500 block of Rosemead Bl., regarding a vandalism/graffiti call. Deputies detained three juveniles for tagging "Conejo, Lady and Boogie" on several businesses. After further investigation, a 17 year old juvenile from Temple City was arrested for vandalism. At the time of the incident, there was no evidence the other two juveniles were involved, so they were released. After further investigation the next day, the other two juveniles, a 17 year old female from Temple City and a 17 year old male from San Gabriel, were arrested and charged with felony vandalism. All three juveniles were also responsible for several past acts of graffiti throughout the city.

June 3, 2010

Narcotics Arrest:

While patrolling the 6000 block of Burton Avenue, deputies saw a vehicle blocking a driveway. Upon contacting the driver, he advised them he did not have a license. The driver provided the deputies with his name and date of birth. They attempted to check the driver's license status, but there was no return for the name he had given.

June 3, 2010 (continued)

When deputies used a finger print device to ascertain the driver's true name, his prints returned under a different name. When asked why he provided a false name, the male stated he was on parole and might have a warrant for his arrest. After further investigation, the male was in fact on active parole for vehicle theft and was driving without a license. Prior to impounding the vehicle, an inventory search was conducted and narcotics were found inside the vehicle. The 35 year old male from San Gabriel was arrested for possession of a controlled substance, possession of marijuana, driving without a license and giving a false name to law enforcement.

Residential Burglary:

Between 8:00 a.m. on 6-3-10 and 1:00 p.m. on 6-6-10, a residential burglary occurred in the 5900 block of Primrose Avenue. Two flat screen televisions, a laptop computer, CD player and approximately \$3000 in jewelry were taken. There were no signs of forced entry. Entry appeared to have been the rear door, since all other doors and windows were secured.

June 5, 2010

Shoplifting:

At approximately 5:30 p.m., a 42 year old female from Huntington Park was detained by loss prevention officers from "K-Mart," after observing her stealing approximately \$140 in merchandise. After further investigation, the female was arrested and charged with one count of burglary.

June 7, 2010

Narcotics Arrest:

While investigating a family disturbance call in the 5500 block of Welland Avenue, a 24 year old male involved in the disturbance was detained. While investigating the incident, the male was believed to be under the influence of a controlled substance and arrested.

Vandalism:

Between 6:00 p.m. on 6-7-10 and 9:30 a.m. on 6-8-10, person(s) unknown egged and put a large amount of sugar in the gas tank of a vehicle in the 4900 block of Arden Drive. The victim has had her vehicle egged and tires slashed in the past, but never reported the incidents.

