

Memorandum

To: Honorable Mayor and Members of the City Council

From: Elaine I. Aguilar, City Manager

Date: March 6, 2014

Subject: City Manager's Report

CITY MANAGER

NEXT WEEK'S MEETINGS

Please note that the agenda is available on the City's website approximately 72 hours before the meeting. Unless otherwise noted, all meetings are held in City Council Chambers at City Hall. Next week's meetings are:

- Tuesday, March 11th – City Council meeting 6:30 pm (Please note, the Closed Session begins at 4:30 pm.)

UPCOMING DATES FOR YOUR CALENDAR

Please note the following dates on your calendar.

- Tuesday, March 18th – Utility User Tax Committee Meeting, 6:30 pm in the Council Chambers
- Friday, April 25 – City Council Strategic Plan Retreat, 8:00 am to 3:00 pm at the YAC

LA-RICS UPDATE

On March 5th, the SGVCOG City Manager Technical Committee received an update regarding the current status of the Los Angeles Regional Interoperable Communications System (LA-RICS) project. LA-RICS is a project that will provide an interoperable public safety communications system for the greater Los Angeles Region. Sierra Madre signed onto the LA-RICS joint powers agreement in 2009. But the agreement specified that the City could withdraw (or "opt-out" of the project) if the costs were prohibitive. A proposed funding formula was presented, but no cost estimates have been provided. The cost-share formula will be based upon number of actual radios in inventory, the average number of radios in daily use, total annual dispatch call volume, and residential population. But without the cost estimate, it is impossible to estimate Sierra Madre's potential costs at this time.

The Joint Powers Board hopes to release additional financial information in the next two to three months, and upon final approval of the funding plan, the cities would have 35 days to determine whether to "opt out" of the agreement. Staff will continue to follow this closely.

UPCOMING COUNCIL MEETING ITEMS

Please note, this is staff's best estimate of the scheduling of future agenda items. This schedule is subject to revision as agenda items may be rescheduled to a future meeting, and are occasionally moved forward. Items may be rescheduled due to staff needing additional time to complete an item, too many items on a single agenda, or other issues impacting scheduling. Items are not listed in the order that they will appear on the Council's agenda. Additionally, agenda items are occasionally dropped from the list. (Agenda items are only deleted when it is a staff generated item that is no longer necessary, or if a Council Member withdraws a requested item.) Lastly, the Mayor determines the scheduling and order of agenda items.

25-Mar	Presentation	Utility Bill Enhancements
25-Mar	Consent	Enernoc Agreement
25-Mar	Consent	Warrants
25-Mar	Public Hearing	Stale-Dated Checks
25-Mar	Discussion	Strategic Plan Update from October 15, 2013 Retreat
25-Mar	Discussion	Review & Update of City's Publicity Policy
25-Mar	Discussion	City Signage Plan & Marketing and Branding Plan (Strategic Plan)
25-Mar	Discussion	Ordinance: Street Sweeping
25-Mar	Discussion	Five-Year Water Infrastructure Plan (Strategic Plan)
8-Apr	Consent	Municipal Election
22-Apr	Presentation	Proclamation in Recognition of the Armenian Genocide
22-Apr	Consent	Resolution: Relinquishing Santa Anita Canyon Road to L.A. County
22-Apr	Consent	Warrants
22-Apr	Consent	Historical Society MOU
22-Apr	Discussion	City Council Reorganization
25-Apr	Special	Strategic Planning Retreat- at the YAC
13-May	Presentation	Recognition of Sierra Madre Older American
13-May	Presentation	Water Conservation Update
13-May	Consent	Resolution: H.E.R.O. Program
13-May	Consent	Out To Bid for FY 13/14 Street Project
13-May	Consent	OPEB Actuarial
13-May	Consent	Warrants
13-May	Public Hearing	Development Impact Fees
13-May	Discussion	City Council Liaison Appointments
13-May	Discussion	Adoption of Strategic Plan from April 25 Retreat
13-May	Discussion	Assessment Districts
13-May	Discussion	Facility Fee Waiver Policy Revisions
13-May	Discussion	Third Quarter Financial Reports / Mid-Year Budget Update
27-May	Presentation	Recognition of Sierra Madre Older American
27-May	Consent	Warrants
27-May	Discussion	Update/Rental Options for Duty Man House
27-May	Discussion	Consideration of Sidewalk Repair Master Plan (Strategic Plan)
27-May	Discussion	Assessment Districts
27-May	Discussion	Consideration of Solicitation Regulation

COMMUNITY SERVICES

COMMUNITY SERVICES COMMISSION

The Community Services Commission met on March 3rd to discuss the Wistaria Festival Special Event Permit, Field Improvement Project, Bailey Canyon Hours and Bailey Canyon fence modification.

SENIOR CENTER

Tuesday, March 4th was a busy day at the Hart Park House with 15 individuals participating in Mardi Gras celebrations. Also, individuals participated in three other events; the new Hula dance class, bingo and the senior movie, "Grumpy Old Men." Events on Wednesday, included tax consultations sessions and Chair Yoga.

HUMAN RESOURCES

RECRUITMENT

Open Recruitments

- Part-time Accountant

Closed Recruitments

- Part-time Code Enforcement Officer
- Part-time Library Page
- Fire
 - Part-time Fire Engineer
 - Part-time Fire Safety Officer – Filming
 - Part-time Paramedic
- Police
 - Part-time Community Services Officer
- Public Works
 - Part-time Water Pump Operator
 - Maintenance Worker

Pending Recruitments

- Police Officer

LIBRARY SERVICES

PROGRAMS

- Signups for our popular parenting workshops have begun:
 - 1,2,3 Play With Me, Free program for children from birth to 36 months and their caregiver will be held on Tuesdays from 9-11:30 am in the library.
- Barks & Books: Thursday, 3:30 pm, March 13th
- Third Thursday Book Club: Thursday, 11:00 am, March 20th. *The River of Doubt: Theodore Roosevelt's Darkest Journey* by Candice Miller
- Teen Book Club: Wednesdays at 4:00 pm

ART AND ESSAY CONTEST

Over 100 entries were submitted for the library's "So Much To See, So Much To Do" art and essay contest. Children in grades K-8 were invited to create a drawing or essay about all the things they love about the library. A panel of judges from different community organizations are reviewing the entries. Winners will be announced at a special recognition party to be held at the Library on Monday, March 17th, at 4:00 pm. Children who have been selected for winning entries will receive cash prizes. This program is supported by the Friends of the Library, Community Foundation, Civic Club, Kiwanis, and Rotary Club.

TEEN DOCENT LOCAL HISTORY TOURS

Our Teen Docents will be providing local history tours in March. You will be surprised at how much they know about our town! Each tour is expected to last about 15-20 minutes.

Tours at Local History Room in Library

- Saturday, March 22nd, 1:30 pm
- Saturday, March 15th, 1:30 pm and 2:15 pm

Tours at the Richardson House

- Saturday, March 15th, 11:10 am
- Saturday, March 29th, 11:10 am

PAGE INTERVIEWS

Interviews for the part-time Library Page position are scheduled for next week.