# Council Briefing

March 2007

## Administrative Services

#### Fiscal Services:

- ➤ Police alarm permits issued in February totaled 36, making the fiscal year to date total 350. Total number of active permits as of Feb. 28 was 4,570.
- Invoices billed in February totaled 596, with a valuation of \$358.511. Invoices billed for fiscal 2006-07 to date total 4,633, with a valuation of \$3,082,139.
- ➤ Delinquent notices in February totaled 58, with a valuation of \$617. Delinquent notices for fiscal 2006-07 to date total 373, with a valuation of \$3,057.
- ➤ Total number of general checks and direct deposits issued in February was 768 and 202, respectively, with a valuation of \$6,142,633. The number of general checks and direct deposits for fiscal 2006-07 to date totals 6,466 and 1,456, respectively, with a valuation of \$42,796,373.

## Information Technology:

- Staff upgraded the Library firewall to protect it from outside intruders. Also, staff assisted in the upgrade of the Library's Horizon circulation software. Staff will upgrade the City Hall and Police firewalls this month. Staff is very proactive in trying to ensure our network and data are protected.
- The spring class schedule will soon be distributed to employees. Microsoft Office Suite (Windows, Word, Excel, Access, outlook and PowerPoint) will be offered.
- Purchasing: In February, the Division processed approximately 226 requisitions; saved \$2,270 was through early payment discounts; and achieved cost savings totaling \$36,400 through competitive quotes, cooperative purchases and state/government resources. Central Services ran 129,974 copies and processed 11,243 pieces of mail.

#### Revenue:

- ➤ In February, 145 business registration certificates were issued. Of that total, 99 were for businesses in Fullerton and 55 were located out of the city, but will be doing business here. Business tax collected for new registrants totaled \$10,782.
- ➤ In February, 161 businesses closed: 76 in Fullerton and 85 out of the city.
- ➤ Business certificates renewed in February numbered 685, which totaled \$130,357 in business tax collected.

#### Utility Services:

- ➤ In February, customer service staff answered 1,898 calls.
- ➤ Cash register transactions in February numbered 2,915 and totaled \$6,600,489. Transactions by payment method were: credit cards, 962; checks, 935; cash, 489; and direct deposits, 110.

# Community Development

#### Building Division:

- ➤ Inspection stops in February totaled 1,216 and resulted in 1,568 individual inspections. Average daily inspection load was 92, and the average daily workload per inspector was 14.3 inspections.
- ➤ In February, 167 plans (including 23 ancillary plans) were submitted for checking. Of that total, 59 were checked at the counter the same day they were submitted. A total of 1,478 visitors came to the permit counter in February, and 392 permits and plan checks were issued. Total valuation of permits issued was \$14,325,788.
- > The new on-line permit system is being tested by IT prior to going public. The system will allow citizens to obtain minor permits and pay fees on line.
- ➤ Work is beginning on converting a second drawer of approximately 34,000 microfiche images to digital. More than 32,000 images of existing building documents have already been converted.
- Construction of the fourth level of the Providence Center parking structure is done, as are steel framing of the three-story office building and the roof concrete deck.
- General Plan Update: Staff and RBF (update consultant) are in the final stages of completing the comprehensive citizen participation/outreach plan and schedule. This public outreach campaign is to begin in earnest this month and early April. The program strategy

will promote community involvement by publicizing meetings and project updates via the City's website, newsletters and informational pamphlets, direct mail, and slides at "Movies on the Fox." The program will include one-on-one interviews and a General Plan update introductory "Educational Series and Roadshow." The first of these "Roadshows" was held Feb. 28 at the Fullerton Rotary Club meeting. The Educational Series and Roadshows will continue through the summer. The 15-member General Plan Advisory Committee is scheduled for a "kick-off" meeting in March. The GPAC will be an advisory board to staff, the consultant and Council.

#### Community Preservation:

- ➤ In February, staff received 335 complaints and resolved 132; conducted 478 inspections; issued 147 first notices of violation and 13 citations; arranged to have 25 large trash items such as sofas and appliances picked up; received 18 requests for graffiti removal; received 68 calls on the Complaint Hotline; and billed \$900 in revenue.
- The first exterior inspections in the West Side Proactive Area were done in January. Inspections were conducted of the exterior of all parcels and the interiors of some units. In February interiors of at least 120 units were inspected. First exterior inspections have been completed in Area 18.025, which is the remainder of the area south of Orangethorpe and west of Gilbert, and Area 867.013, which is the small area of Fullerton south of the freeway. Data from these inspections has not been entered. The West Side Proactive Area is bounded by Peckham Avenue, Gilbert Street and Orangethorpe Avenue, and includes Iris Court.

# Engineering

• Project Development and Design: The Gilbert Street Reconstruction Project from Castlewood Drive to the north city limit is out to bid. Construction is to begin this summer. The project will include reconstruction of the roadway surface.

## Construction Management:

- ➤ The Brea Boulevard Slope Repair Project south of Panorama Road is to be completed in April. Contractor S.P. Pazargad is backfilling, compacting and terracing the slope.
- Los Angeles Engineering has completed rough grading of the slopes on the Lemon Underpass landscaping improvements and has begun placement of the new retaining walls. The project is on time, with completion scheduled for April.
- ➤ The contractor has completed the first layer of asphalt on Lemon Street between Chapman Avenue and Berkeley Avenue in connection with the Lemon Street Reconstruction and Landscape Enhancement Project. Work on the new median islands is nearly complete, as well. Final paving and landscaping is to be completed in April .

- ➤ Construction is to begin in April on the Teton Drive Storm Drain Project from Hermosa Drive to Las Palmas Drive. The \$448,950 project, awarded to Accord Engineering, consists of extending an existing storm drain east on Hermosa, north on Teton, and ending on Las Palmas. The project includes installation of reinforced concrete pipe, manholes, catch basins, sewer lateral reconnections, sheeting/shoring/bracing, and concrete collars.
- ➤ The Richman Park Area Street Improvements are on schedule and expected to finish this month. Improvements to the 400 block of W. Valencia Drive and West Avenue include new asphalt streets, water main, curbs and gutters, a median island, landscaping, and storm drain construction. Final asphalt paving and median island landscaping are scheduled this month. Contingent upon Edison's schedule, new electrical wiring and lighting system upgrades are projected for this month, as well.
- ➤ The contractor has erected three of the seven new hangars in the Airport Hangar and Wash Rack Project. Approximately 85 percent of the electrical work is complete, and tenants are to move into the Phase 1 hangars by early April, contingent on ramp paving. Project completion is scheduled for July.
- ➤ The Brookhurst Street Improvement Project at State Route 91 is in various phases of progress: The sound wall is approximately 30 percent complete; the traffic signals are 10 percent complete; and the sidewalk is 40 percent complete. The \$1.9 million contract was awarded to LH Engineering. The contractor is to complete improvements by July.
- Work is 95 percent complete on the Orangethorpe Avenue Reconstruction Project from Courtney Avenue to Brookhurst Road. The \$914,975 contract was awarded to RJ Noble Co. The work is scheduled to be finished in April.

# Fire

- Monthly Statistics: The Department responded to 854 requests for service in February –
  up from the 783 requests received in February 2006. Of the 854 requests, 29 were for fires,
  693 were medical aid calls, two were hazardous materials incidents, and 53 were service
  calls. In addition, the department responded on 77 automatic aid calls in February and
  received 75.
- Suppression/Notable Activity and Responses:
  - On Feb. 4, Truck 1, Engines 2, 3, 4 and 6 and Battalion 1 responded to a 10:20 p.m. report of a fire in a nursery on the north side of Bastanchury Road, between Euclid Street and Parks Road. On arrival, crews found a large refuse pile of trees, lumber, and other materials burning. Hose lines were advanced to protect the surrounding areas. The fire was difficult to extinguish. Class A foam was used and final overhaul operations were

accomplished with the help of a tractor from the City Yard. Spontaneous combustion is believed to have been the cause of the fire.

- ➤ On Feb. 19, Engines 3 and 5 were dispatched at 1:36 p.m. to a traffic collision on N. State College Boulevard. The driver of one vehicle was trapped in her seat, and Truck 1 had to cut her from the vehicle. She received Advanced Life Support care from Paramedics on scene and was taken to UCI Medical Center.
- ➤ On Feb. 22 at 3:55 p.m., Truck 1, Engine 2 and Battalion 1, together with units from Anaheim and the County, were dispatched to a two-car traffic accident on S. Magnolia Avenue. One of the two cars had overturned, and a woman and two children had been ejected from the vehicle. They were treated at the scene by Paramedics and transported to UCI Medical Center.

#### Non-Suppression Notable Activity:

- ➤ A county-wide "high explosives" drill will be held March 8 involving multiple agencies, including Fullerton Fire.
- > Station 6 was tagged with graffiti Feb. 17. A police report was taken and the on-duty Station 6 crew was able to remove the paint with materials on hand.
- ➤ A new Community Emergency Response Team class starts March 29. To make it easier for individuals with families to participate, the training will be given in seven consecutive 2 ½ hour sessions Thursday evenings at the City Yard. The training is designed for members of Neighborhood Watch, Scout organizations, schools, workplace employees, religious groups, and other groups that come together regularly for a common purpose. Skills learned in this training are useful in disasters and everyday life events. Further information may be obtained by calling 773-1316.

## **Human Resources**

- Liability Program: Eight new claims were opened in February, seven were closed, and one lawsuit was served.
- Workers' Compensation Program:
  - > There were four new claims filed in January, along with one lawsuit.
  - A total of 59 claims were filed for the first half of the current fiscal year, and of those, 27 remain open.

#### Recruitments:

- > Staff recently completed or is nearing completion of recruitments for Accountant II and Children's Services Librarian.
- > The Parks and Recreation Director recruitment is under way, with a March 30 filing deadline.
- Employee Processing: In February, staff processed four regular and nine non-regular appointments; five regular and one non-regular promotions; and three regular and 10 non-regular terminations.

## Maintenance Services

#### Administration:

- ➤ In February, the Department received 1,113 service requests, completing 704 (63.25 percent) in the month. Of the 19 emergency requests received, seven (37 percent) were completed within one day. The Building and Facilities Division received the most requests 369, or 33 percent of the total.
- ➤ The Department's support staff received 1,441 calls in February, an average of 85 per workday, or 42 for each of our two primary customer service personnel.

#### Facilities:

- ➤ The Graffiti Crews removed 31,745 square feet of graffiti from 285 sites in February. The year-to-date totals are 331,013 square feet of graffiti removed from 2,369 sites.
- ➤ In February, staff completed 15 custodial inspections of City facilities.
- Replacement of the concrete floor in the Basque Yard Auto Shop is under way.
- ➤ The project to replace the Museum air conditioning system and roofing is still a work in progress. The Division is working with the Engineering Department to insure all required work is properly completed.
- Sewers: In February, crews hydrojetted 17.69 miles of sewer mains; performed root cut/mechanical treatments of 11,200 linear feet of main; mechanically treated 127 sewer laterals; inspected 16 food service establishments; performed 10 CCTV inspections of laterals and 23,394 linear feet of sewer main; approved one large lot application; and received five sewer fee calls and 42 service requests. There were no City or private sewer overflows in February.

- Equipment: In February, the Division performed 62 PM inspections, eight BIT inspections, five smog certificates, two smoke tests, four motorcycle inspections, and three general PM Inspections in February.
- Landscape: West Coast Arborists, the City's contract tree-trimming company, has
  performed the following services from July 1, 2006, through Feb. 15: trimmed 6,482 trees;
  removed 406 trees and stumps; planted 257 trees; and responded to 633 service requests.
- Street: In February, crews cleaned seven roadway spills, 396,854 linear feet of sidewalk, 349 drains and 2,673 miles of street; used 133 tons of asphalt for Water Division digouts and 66 tons for patching; applied 3,780 pounds of crack sealer; milled 356 linear feet of gutter; performed 25 asphalt sidewalk repairs; ground 302 sidewalks; planed 400 square feet of asphalt; installed, fabricated and cleaned 580 signs; and used 405 gallons of paint.

## Parks and Recreation

#### Capital Improvements:

- ➤ RJM Design Group has submitted 90 percent of the Laguna Lake construction plans for review and comment. Staff presented the signage plan prepared by the Acorn Group to the Laguna Lake Advisory Committee for comment. Those comments have been forwarded to Acorn Group for incorporation into the plans.
- ➤ Demolition of the existing Richman Park improvements is under way. There have been minimal weather-related delays and construction is on schedule, with completion set in early June.
- ➤ The Lemon Park Restroom concept plan is being refined to include improvements recommended by Landscape Maintenance and Recreation.
- ➤ The revised Lions Field concept plan was approved, with minor corrections, by the Parks and Recreation Commission in February. Staff is fine-tuning the plan with input from Pop Warner Football and Fullerton Hills Softball, and will present it to Council March 20.

#### Senior Multi-Service Center:

- ➤ The Center's annual volunteer income tax preparation assistance program began Feb. 1, and will run through April 12. Ten senior volunteer tax counselors and two volunteer receptionists have served approximately 28 individuals weekly.
- > The center began its first six-week computer learning series Feb. 6. The class is being taught by a volunteer instructor and volunteer lab assistant.

- Approximately 150 guests attended the Valentine's Day party hosted by the TLC lunch program.
- ➤ The eight-week "Staying Mentally Sharp" memory improvement class concluded Feb. 21, averaging 40 students per session. The class will be repeated in April.

### Maple Community Center:

- The St. Jude Mobile Health Clinic closed Feb. 28, and patients are now visiting the new St. Jude Neighborhood Health Center at Richman Park.
- > Student participation in the after-school program is steady at 75 attendees. Students receive homework help, recreation and enrichment activities.

#### Richman Community Center:

- ➤ Referrals were made to 26 domestic violence victims in February for services including divorce, child custody and support, and immigration issues. Twenty-six referrals were made for food, utilities and counseling services.
- ➤ "Family Fun Day" and "Be Kind to Your Heart" kicked off the Center's new health program. The focus is on obesity and other health issues such as diabetes and heart disease which strongly impact the Hispanic community.
- Phyllis Preciado, a physician at the St. Jude Neighborhood Health Center, is volunteering her time Saturdays to promote a new program, "Una Hora Con La Doctora (An Hour With the Doctor)." The community is invited to come and meet the doctor and ask health-related questions. The "catch" is you must walk with the doctor and other participants. Educational workshops and field trips will also be included in the program. Fourteen participants, including parents and children, joined the doctor on her first walk.

## • Garnet Community Center:

- An adult beginning computer class is offered to the community twice a month. There are 10 participants.
- > Twenty children in the after-school program went on field trips to the Library.
- An art class for teens has been organized by a volunteer. The goal is to interest teens in using their talents in a positive way instead of doing graffiti.
- ➤ More than 50 persons from Garnet participated in the "Valentine Family Fun Day" at Maple Community Center. Parents baked cupcakes for the children to decorate, and entertainment and games were provided.

# • Tiny Tots:

- February found 54 children celebrating Valentine's Day with card exchange parties at Independence Park.
- ➤ Information regarding kindergarten enrollment was made available to 29 elementary school-bound families.
- Morning preschool sessions are full through April, with five positions available in the two remaining winter-spring afternoon sessions.
- Youth Programs: The Orangethorpe and Maple After-School programs serve up to 250 children daily, providing snacks, homework assistance, educational enrichment, and outdoor recreational activities. In February, secondary grade students enjoyed the "Kidstribe" Health and Fitness Assembly, while primary grade students visited the Discovery Science Center's "Sesame Street Presents: The Body" exhibit. All participants are in their second season of a district-wide intramural soccer tournament.
- Independence Park Teen Programs: The "We Care" Service Learning Program provides teens with an opportunity to experience the rewards of giving back to the community. On Feb. 17, teens visited the Parkview Convalescent Home, providing much needed company and activities for residents.
- Tennis Center: The Servite High School Boys Tennis season is in full "swing" at the Center. The Center is also hosting four USTA teams, the weekly ladies' leagues, and a new partnership with Beckmann-Coulter employees. Beckmann-Coulter will be running an employees' after-work league for four months. The prestigious Juniors Tournament was a success, finishing the last weekend of February with just one day lost to rain. The Center is expecting nearly 7,000 players in March.
- Youth Sports: Permits for spring leagues were issued in February, with season play starting this month.

#### Outdoor Recreation:

- ➤ The "Get Outdoor" classes avoided the February rain so all the hiking classes completed their sessions. The highlight was the introduction of the "Doggy Hikes." Because of the hikes' popularity, there will be additional classes starting in this month.
- ➤ The Adult Trout Fishing Program was successful, with 15 participants taking advantage of this first-time class, which was also offered to Brea residents.
- > Planning for the first "Fullerton Kids Fishing Derby" is under way, with the committee comprised of representatives from the Police Department, the Izaac Walton League, the

Boy Scouts, and the Department of Fish and Game. The committee is soliciting sponsors to support some of the costs of the event.

- > Staff will be marketing some of the "Get Outdoors" series to surrounding cities.
- Classes: Spring registration continues to be strong, with almost 1,400 residents participating in classes. Of that number, 22 percent used the ClassEConnect website to sign up. Procedures for two internet-related processes were changed recently: 1) Students are now able to pay the registration on-line directly with Ed2Go, and 2), students are now able to add themselves to the registration database and receive PIN and ID numbers automatically from the system. With these changes has come a 7 percent increase in class registrations.

#### Cultural and Events:

- The Museum's "Hatching the Past: Dinosaur Eggs, Nests, and Young, Main Gallery Exhibit" continues to draw good attendance. Reporter Gayle Anderson of the KTLA "Morning Show" program visited Feb. 13 to provide her audience with a look at the exhibit. Museum Educator Aimee Aul guided Gayle through the many highlights of the dinosaur exhibit. The live segment aired that morning and inquiries about the exhibit began pouring in shortly thereafter. Thanks to that short segment, the Museum has seen a steady increase in attendance.
- ➤ The Museum's Fender Gallery exhibit, "You Won't Part With Yours Either," also continues to attract a diverse audience. Patrons especially appreciate being able to try their skills on the Fender guitar that's available for playing.
- ➤ The Museum's weekly "Stroller Brigade" Program continues through April 25. The program is an effort to appeal to families with preschool-aged and younger children. The galleries are open before regularly scheduled hours for families to bring their young children to see the exhibits. Museum docents are on hand to answer questions and give tours. In addition, participants can enjoy storytelling, coloring, and arts and crafts. The events have been very successful and well-attended.
- ➤ The Museum's "Wednesday Art Studio" session ended Feb. 14. The program was provided as an outlet for young people to explore their creativity through various art media, such as painting, drawing and screen prints. Parents have expressed appreciation for having the after-school art program for their children.

## **Police**

#### Patrol:

Officer Richard Gibson stopped a car, which contained two men, for not having a front license plate. As the Officer approached the car, the passenger ran to a nearby McDonald's parking lot where, claiming to have a gun, he carjacked a vehicle and forced the driver to southbound on Brookhurst Street. Officer Laura Markoski located the car at the 91 Freeway underpass and, with Cpl. Mike Burges, initiated a car stop. When she did, the suspect again attempted to run off, this time with Cpl. Burges in pursuit. The suspect entered an unattended commercial vehicle in a construction area. Several Officers arrived and took the suspect into custody. He was charged with various crimes, including kidnapping.

- ➤ Traffic Officers Joel Craft and Tony Bogart, patrolling recreational trails on the off-road motorcycles, spotted a vehicle containing five juveniles who were found in possession of marijuana. All were released to their parents.
- ➤ Cpl. Tim Kandler, responding to a radio call on Pioneer Avenue, detained three suspects who were dismantling an unreported stolen vehicle from Norwalk. All three were gang members, and all were arrested.
- ➤ The City Manager advised the Department of a subject acting irrationally while walking eastbound on Commonwealth Avenue. Sgt. Mike MacDonald, who was off duty, saw the same subject near Commonwealth and Highland Avenue. Sgt. MacDonald followed the suspect to the Civic Light Opera House where the suspect climbed onto the roof. When the suspect jumped down from the roof and attempted to run, he was taken to the ground and detained by Sgt. MacDonald. It was determined the suspect had been vandalizing cars in the 900 block of W. Commonwealth.
- ➤ A shoplifter left the Stater Brothers Market at Brea Boulevard and Bastanchury Road, where he had attempted to steal several items. Store employees tried to detain the suspect, only to have him resist and attempt to run off. Capt. Mike Maynard, who was off duty at the time and at the shopping center, saw the struggle and went to the employees' aid and was able to assist them in controlling the suspect. Officers arrived and assisted Capt. Maynard.