



# CITY MANAGER'S REPORT

For the period of April 15–29, 2016

This report is issued the first and third Friday of each month. It can be obtained at City Hall or online at [www.templecity.us](http://www.templecity.us).

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## **THE WEEKS AHEAD**

**April 19 City Council Meeting, 7:30 p.m., Council Chambers**

*Items for discussion include:*

- *Approval of the Live Oak and Temple City Park Master Plans.*
- *Appeal of the Planning Commission's approval for installation of a wireless communications facility at 5319 Halifax Rd.*
- *Adoption of a water efficient landscape ordinance.*

*View the full agenda at [www.templecity.us](http://www.templecity.us).*

**April 20 Parks & Rec. Commission Meeting 7:30 p.m., Council Chambers**

*Items for discussion include:*

- *Fee waiver requests for use of the Performing Arts Pavilion.*
- *Change of start time for regular Commission meetings from 7:30 p.m. to 7:00 p.m.*

*View the full agenda at [www.templecity.us](http://www.templecity.us).*

**April 21 Planned Power Outage, 9 a.m.-8 p.m.**

*Refer to pg. 8.*

**Neighborhood Watch Meeting, 5:30 p.m., First Lutheran Church**

*Discussion to focus on crime trends and prevention techniques.*

**Youth Committee Meeting, 5:30 p.m., Council Chambers**

*Refer to pg. 7.*

**April 23 Temple City Sports Festival**

*Refer to pg. 10.*

**April 26 Planning Commission Meeting, 7:30 p.m., Council Chambers**

*Meeting cancelled.*

**April 27 Trans & Pub. Safety Commission Meeting, 7:30 p.m., Council Chambers**

*Meeting cancelled.*

**April 28 Last Day to Apply for City Commissions**

*Refer to pg. 6.*

**April 30 Drug Take-Back Day**

*Refer to pg. 4.*

## **REPORTS FROM CITY DEPARTMENTS**

### ***MANAGEMENT SERVICES DEPARTMENT***

#### **Downtown Parking**

Work is underway to finalize a design concept for a new public parking lot at the northeast corner of Workman and Temple City Boulevard. The new facility will offer 27 new parking stalls for downtown, as well as drought tolerant landscaping and pedestrian seating areas. It will also provide a visual gateway to the downtown area, inspired by the mid-century features of City Hall.

Refinements are being made to driveway access points and the monument signage. A final design concept will be presented for Council review later next month.

#### **Tax Fraud Scams**

***E-mail Scam.*** According to the Taxpayer Advocacy Panel (TAP), taxpayers are receiving emails that appear to be from TAP about a tax refund. These emails are a phishing scam, where unsolicited emails which seem to come from legitimate organizations—but are really from scammers—try to trick unsuspecting victims into providing personal and financial information. *Do not respond or click the links in them.* If you receive an email that appears to be from TAP regarding your personal tax information, please forward it to [phishing@irs.gov](mailto:phishing@irs.gov) and note that it seems to be a scam email phishing for your information.

***Telephone Scam.*** We have heard instances of Temple Citizens receiving threatening phone calls and emails from individuals claiming to be IRS or US Treasury agents, demanding payment of back taxes on a prepaid debit card or by immediate wire transfer. *Please note these agencies will never:*

- Call to demand immediate payment over the phone or call about taxes owed without first having mailed you a bill.
- Threaten to immediately bring in local police or other law enforcement groups to have you arrested for not paying.
- Demand that you pay taxes without giving you the opportunity to question or appeal the amount they say you owe.
- Require you to use a specific payment method for your taxes, such as a prepaid debit card.

- Ask for credit or debit card numbers over the phone or threaten to bring in local police or other law enforcement groups to have you arrested for not paying.

If you get a call from someone claiming to be from the Treasury or IRS, here's what to do:

- Hang up the call.
- If you think you might owe federal taxes, call the IRS at (800) 829-1040.
- If you do not owe taxes, report the fraudulent call to the US Treasury at (800) 366-4484.

### **Drug Take-Back Day**

Temple City residents can safely dispose of unwanted prescription and over-the-counter medicines on April 30, 10 a.m. to 2 p.m. at Temple Sheriff's Station, 8838 Las Tunas Drive. The event lets residents surrender expired, unwanted or unused drugs and medicines to law enforcement officers for destruction. The service is free and anonymous, no questions asked.

Rules for the event are as follows:

- Controlled, non-controlled, and over-the-counter drugs will be collected.
- Participants may dispose of medication in its original container or by removing the medication from its container and disposing of it directly into the disposal box. If an original container is submitted, the individual should remove any identifying information from the prescription label.
- All solid dosage pharmaceutical product and liquids in consumer containers may be accepted. Liquid products, such as cough syrup, should remain sealed in their original container. The depositor should ensure that the cap is tightly sealed to prevent leakage.
- Intra-venous solutions, injectibles, and syringes will not be accepted.
- Illicit substances such as marijuana or methamphetamine are not a part of this initiative and should not be placed in collection containers. If someone tries to surrender an illicit controlled substance, law enforcement personnel will handle the material as abandoned property in accordance with department policy.
- All participants must retain possession of their own medication during the surrender process.

For more information, contact Temple Sheriff's Station at (626) 285-7171.

## **Every 15 Minutes**

Last week, the City—in conjunction with Temple Sheriff's Station and LA County Fire Department—presented the Every 15 Minutes program to Temple City High School's student body. The two-day program challenged students to think about drinking and driving, personal safety, the responsibility of making mature decisions, and the impact their decisions have on their family and friends. The goal of the Every 15 Minutes program is to reduce alcohol-related collisions through an increase of safety and awareness in the community.

On Thursday, April 7, pre-selected students were removed from class every 15 minutes to represent the "living dead." The junior and senior class attended an assembly on Temple City Boulevard, where a reenactment of the aftermath of a fatal alcohol-related traffic collision was staged. Emergency personnel responded to the staged collision scene and transported the critically injured, declared other individuals "dead," and the drunk driver was arrested and booked into jail at Temple Sheriff's Station. The dramatization provided convincing overtones as to the loss felt by everyone due to a fatal alcohol-related collision.

At the end of Day 1, students participating in the program are taken to an overnight retreat. Once the students become members of the living dead, there is no contact with family or friends. At the retreat, the students participate in team building activities and learn first-hand from those who have been involved in, or affected by, an incident involving alcohol. The evening ends as the students write letters to their loved ones, expressing the thoughts they would convey if they had not been killed on that particular day.

On Friday, April 8, juniors and seniors attended a second assembly and viewed a video of the previous day's events. A guest speaker from M.A.D.D. spoke to students about what it is like to lose a loved one due to drunk driving. At the end of the assembly the living dead were reunited with their families and friends. They shared their experiences and expressed what it felt like to die or lose a loved one without having a chance to say goodbye.

The following page provides a sampling of event photos, courtesy of Jerry Jambazian.



## **Upcoming Recruitments**

**City Commissioners.** The City continues to accept applications for nine City Commission vacancies: two seats on the Planning Commission; two seats on the Parks and Recreation Commission; two seats on the Transportation and Public Safety, and three seats on the Public Arts Commission. Eligibility is open to Temple City residents; for the Public Art Commission, eligibility is also open to Temple City business owners.

Commissioners serve without compensation for two-year terms effective July 1. The City does cover commissioner costs for training and conferences as resources allow. An application can be downloaded from [www.templecity.us](http://www.templecity.us) or obtained during normal business hours from the City Clerk's Office in City Hall, 9701 Las Tunas Drive.

The deadline for submitting an application is 5 p.m., April 29. The City Council will select commissioners through an interview process. For more information, visit [www.templecity.us](http://www.templecity.us).

**Youth Committee.** The City's Youth Committee is currently recruiting for six prospective members! Residents ages 13-17 are invited to apply for this leadership opportunity to make positive contributions to the community. Members meet regularly with City leaders to discuss community issues and coordinate special youth activities and programs to encourage civic awareness and education among peers. Past projects include youth disaster training, water conservation outreach, establishment of the Little Libraries Project, and downtown revitalization photo visioning.

Those interested in applying are encouraged to attend an information session planned during the Youth Committee's special meeting on April 21, 5:30 p.m., in the Council Chambers.

The recruitment period opened April 1, with completed applications due by May 31. For more information, visit [www.templecity.us/youthcommittee](http://www.templecity.us/youthcommittee).

## ***ADMINISTRATIVE SERVICES DEPARTMENT***

### **2005 Tax Allocation Bonds**

Last month, the City's finance team completed a refinancing of \$4.39 million in bond debt by the former Temple City Community Redevelopment Agency. This move reduced a previous 2005 interest rate of 4.875% to 2.999%, resulting in a savings of \$650,000 over the next eight years (when the bonds mature).

The transaction was a private placement with BBVA Compass Bank.

### **FY 2016-17 City Budget**

The FY 2016-17 City Budget process is underway between the City Manager and Department Heads. A proposed draft budget is anticipated for Council review in late May/early June.

### **Current Recruitments**

Candidate interviews are concluding for a Management Analyst position in the City Manager's office. Final interviews are scheduled for next week, with a candidate appointment anticipated by month's end. The position will assist with upcoming downtown revitalization efforts and special assignments.

A recruitment also opened this week for a Deputy City Clerk in the City Clerk's office. Applications are due April 20, 6 p.m. For more information and to apply, visit [www.templecity.us](http://www.templecity.us).

## ***COMMUNITY DEVELOPMENT DEPARTMENT***

### **Planned Power Outage**

On April 21 between 9 a.m. and 8 p.m., Southern California Edison will perform maintenance on its electrical system in the city's southeast quadrant. The outage will affect some residential customers, as well as the traffic signal at Lower Azusa and Halifax roads. Traffic will be controlled by temporary stop signs during the outage.

For more information, contact Southern California Edison at (800) 655-4555.

### **Community Development Updates**

Attached are the Planning Division Weekly Updates for the weeks of March 28 and April 4.

### **Recent Planning Commission Actions**

The Planning Commission heard the following items at their April 12 meeting:

- The first was a request to subdivide the property at Camellia Square (the northeast corner of Las Tunas Drive and Rosemead Boulevard) so that each building could be under separate ownership and to modify some property lines so that they align with the property line fences. The approval will not result in any physical changes to the site.
- The second was a request for one tenant in a multi-tenant building at Camellia Square to modify its entrance with different materials, colors, and an additional sign. The Planning Commission recommended the Council deny the request because the change was not consistent with the master sign plan, and the other tenant spaces would not be improved which would create an inconsistent design.
- The last item was a series of 18 minor changes to the Zoning and Subdivision Code to remove ambiguity, improve efficiency and incorporate previous interpretations of the Zoning Code. The Commission recommended the City approves the Ordinance with some minor changes.

### **Community Preservation Trends**

The Community Preservation Division has focused its proactive enforcement efforts on property maintenance issues since January, particularly looking at holiday lights and

overgrown vegetation. This year, property maintenance issues accounted for 60 percent of cases opened; in 2015 the percentage of cases opened was approximately 25 percent.

In 2015, 55 property maintenance cases were opened; in 2016, preservation officers opened 193 cases. The increase in overgrown vegetation cases in 2015 has been particularly striking. In January and February, preservation officers opened a total of nine overgrown vegetation cases. In March, 26 cases were opened. By mid-April, officers have already opened 21 cases.

In comparing 2015 to 2016, two other trends can be seen. First, the number of building code violations have increased from 25 to 51. Second, the percentage and number of business license violations has decreased. Given the large increase in property maintenance issues in 2016, preservation officers have not yet made their annual sweep of businesses with unpaid licenses. This will be scheduled later in the year.

TRENDS IN COMMUNITY PRESERVATION						
Violation Type	January to April 13, 2016		Total 2015		January to April 13, 2015	
	Number of Violations	Percentage of Total Violations	Number of Violations	Percentage of Total Violations	Number of Violations	Percentage of Total Violations
Building Code Violation	51	16%	101	14%	25	12%
Business Lic.	19	6%	125	18%	50	23%
Converted Struc	2	1%	6	1%	0	0%
Driveway Extension	2	1%	0	0%	0	0%
Graffiti Abatement	0	0%	3	0%	0	0%
Illegal Advertising	0	0%	25	4%	8	4%
Illegal Parking	1	0%	1	0%	0	0%
Municipal Code Violation	25	8%	157	22%	42	20%
Noise Element Violation	1	0%	9	1%	5	2%
NPDES	3	1%	20	3%	8	4%
Property Maintenance	193	60%	165	24%	55	26%
ROW Violation	9	3%	32	5%	10	5%
Signs	6	2%	2	0%	0	0%
Yard Sale Signs	5	2%	30	4%	7	3%
Zone Use Violation	5	2%	24	3%	4	2%
	322	100%	700	100%	214	100%

### **Code Enforcement Case Study**

With all the recent rain followed by sunshine, preservation officers have seen a lot of properties with overgrown vegetation. In this case study depicted on the following page, the property owner was very responsive to a courtesy notice; the yard was cleaned rather quickly and without multiple notices being required.



*Before*



*After*

## ***PARKS AND RECREATION DEPARTMENT***

### **Live Oak Park Walking Path Update**

A bid opening for the Live Oak Park Walking Path project will be held April 19 at 10 a.m. The project was re-bid with additive alternates after all initial bids came in significantly over budget. We expect the City Council to consider awarding a construction contract for the project at their May 3 meeting. Although a few weeks behind schedule, we still expect the new rubberized walking path to be completed by mid-summer.

### **Veterans Monument**

Construction documents are currently being developed for a monument honoring those who are, or have served, in the armed forces. The monument will be constructed in the southwest corner of Temple City Park, and will feature the flags of all branches of the armed services surrounding the American and POW flags. Construction is expected to begin in late August with a dedication planned for the annual Veteran's Day Celebration on November 11.



### **Sports Festival**

For all those looking for information on tips on a healthy and active lifestyle, Live Oak Park is the place to be on Saturday, April 23. The Temple City Sports Festival, featuring

basketball, football, track, soccer, and volleyball instructional camps—as well as Zumba and Pilates demonstrations—will take place between 11 a.m. and 4 p.m. Activities will be available for all ages including an adult 3-on-3 basketball tournament at 2 p.m. For more information, call (626) 656-7321.



### **Arbor Week Incentive**

California ReLeaf, the California Department of Forestry and Fire Protection, and California Community Forests Foundation have awarded the City a \$500 check for its ongoing programs in support of Arbor Week. For over 15 years, the Parks and Recreation Department has participated in Arbor Week by sponsoring poster contests, encouraging tree plantings, and hosting Arbor Day events at Live Oak and Temple City parks. The incentive check will assist in offsetting some expenses related to these programs.

**-END-**



City of Temple City

## PLANNING DIVISION WEEKLY UPDATE

MARCH 28, 2016 THROUGH APRIL 1, 2016

### SUMMARY OF APPLICATIONS RECEIVED

Below is a list of applications received by the Planning Division for the week of March 28, 2016. If you have questions regarding a specific application please contact Jennifer Venters at (626) 285-2171.

#### **PLANNING CASES:**

ADDRESS	DESCRIPTION
9541 Blackley St.	Site plan for a one story 520 square foot second unit

#### **BUSINESS LICENSES:**

ADDRESS	BUSINESS NAME AND DESCRIPTION
9220 Las Tunas Dr.	Happy Pet Paradise, Inc., pet groom and pet supply sales
5700 Rosemead Blvd. #102	Tea Station Express, tea beverage retailer

#### **OTHER CASES:**

ADDRESS	DESCRIPTION
None	

### UPCOMING MEETINGS

Planning Commission – Tuesday, April 12, 2016



City of Temple City

## PLANNING DIVISION WEEKLY UPDATE

APRIL 4, 2016 THROUGH APRIL 8, 2016

### SUMMARY OF APPLICATIONS RECEIVED

Below is a list of applications received by the Planning Division for the week of April 4, 2016. If you have questions regarding a specific application please contact Jennifer Venters at (626) 285-2171.

#### **PLANNING CASES:**

ADDRESS	DESCRIPTION
9119 Hermosa Dr.	Site plan for a 520 square foot residential addition
9668 Las Tunas Dr.	Site plan for a façade improvement

#### **BUSINESS LICENSES:**

ADDRESS	BUSINESS NAME AND DESCRIPTION
5747 Rosemead Blvd.	Banana Bay Restaurant, Restaurant

#### **OTHER CASES:**

ADDRESS	DESCRIPTION
None	

### UPCOMING MEETINGS

Planning Commission – Tuesday, April 12, 2016