



# Council Briefing

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May 2008

## Administrative Services

- Fiscal Services:

- Police alarm permits issued in April totaled 40, making the fiscal year-to-date total 417. Total number of active permits as of April 30 was 4,683.
- Invoices billed in April totaled 939, with a valuation of \$685,797. Invoices billed for fiscal 2007-08 to date total 6,680, with a valuation of \$7,771,805.
- Total number of general checks and direct deposits issued in April was 709 and 206, respectively, with a valuation of \$4,978,595. The total number of general checks and direct deposits for fiscal 2007-08 to date total 7,899 and 2,145, respectively, with a valuation of \$62,698,414.
- The Fiscal Services Manager led staff from Accounting and IT on a trip to Chico to begin implementation of the new ERP (Enterprise Resource Planning) system. The trip was successful in that issues related to a new chart of accounts were resolved. All future training will likely be conducted in Fullerton.

- Information Technology

- Staff is in the process of setting up 10 servers to be used for the ERP (Enterprise Resource Planning) system. The software vendor will be on site the week of May 19 to do the installation. The software will include Finance, Human Resources, Budget and Payroll.
- Staff continues to work on setting up the IT Disaster Recovery Site at Fire Station 6 with critical data that will be needed in case of a disaster. This summer we will have a fully redundant CAD/RMS site set up at the City of Anaheim. This will allow the Police Department to function in case a disaster happens in the city and the computer center is down.

- **Purchasing:** In April, the Division processed approximately 210 requisitions and 170 purchase orders, and saved \$2,400 through early payment discounts. Central Services ran 150,705 copies and processed 14,152 pieces of mail.
  - **Revenue:**
    - In April, 196 new business registration certificates were issued. Of that total, 143 were for businesses in Fullerton and 53 were for businesses located out of the city, but which will be conducting business here. Business tax collected totaled \$16,411.
    - A total of 162 businesses closed in April: 74 in the city and 88 out of the city.
    - Business certificates renewed in April numbered 702, which totaled \$113,428 in business tax collected.
  - **Utility Services:** In April, the Division answered 1,889 calls, and processed 3,527 cash register transactions totaling \$22,767,009. Of the transactions, 1,116 were by credit cards, 1,006 were by checks, 605 were cash, and 162 were direct deposits.
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## Community Development

- **Community Preservation:** In April, staff: received 246 complaints (2,244 year-to-date), and resolved 214 (1,696); handled 523 active cases; conducted 723 inspections (6,653); issued 175 first notices of violation (1,496) and 43 citations (490); arranged for the pick up of 17 large items (175); received 16 graffiti removal requests (143) and 92 Hotline calls (840); and billed \$2,100 in revenue (\$42,700).
- **Building Division:**
  - Inspection stops in April totaled 1,113 and resulted in 1,453 inspections. Average daily inspection load was 73, and the average daily workload was 10 inspections per inspector.
  - In April 224 (including 18 ancillary) plans were submitted for plan check. Of that total, 97 plans were checked same day at the counter. There were a total of 1,734 visitors to the permit counter, and 682 permits and plan checks were issued. Total valuation of the permits issued was \$7,343,381.
  - In April, the Division issued 16 e-permits online.
  - Construction of the addition to the St. Juliana Parish Hall is 95 percent complete.
  - The Providence food court is 70 percent complete.

- The Grace Ministries project is 60 percent complete.
  - Building permits have been issued for 15 town homes at 2941 Brea Blvd.
  - A TCO has been issued for phase one of the YMCA remodel and addition.
  - The Jacaranda Senior Apartment grading plan is approved, and staff has completed a second building plan check.
  - All 10 buildings are at the final stage of inspection at the new industrial park at 1300 Valencia Drive.
- Housing and Community Rehabilitation:
    - In April, the following single-family residences were completed: one grant for exterior paint and handicap modifications, and two deferred loan/BIG combinations. In addition, one mobile home loan, one mobile home grant, and one mobile home loan/grant combination were completed. Five lead surveys were conducted, resulting in a positive testing on one of the units.
    - Eight new applications were received and there are 21 qualifying projects.
    - In April, 90 rehab inspections were completed, as well as 36 new construction, 14 affordable housing units, and 59 interim property management inspections. Inspection of all 137 units and the common grounds at the Fullerton City Lights facility was also conducted.
    - The HCR division answered 696 calls in April. The breakdown was as follows: 141 housing rehabilitation; 11 temporary shelter; 16 senior housing; 57 first-time home buyers; 24 Section 8 assistance; 62 rental assistance; 130 other affordable housing (rental/development); seven subordination/payoff; five foreclosure assistance; 91 general program; 40 fair housing related; and 111 non-housing.
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## Engineering

- Project Development and Design: Design has begun on the Lions Field Improvement Project. The project will include demolition of existing improvements; design and construction of a new retaining wall to expand the field; multi-use soccer, softball, baseball and football fields; new sports field lighting; two storage and restroom buildings with concession stands; new stadium seating with adjacent grass areas for seating/picnics; and approximately 190 parking spaces and security lighting. The design phase is estimated to be completed by the end of 2008, with construction beginning in June 2009.

- Construction Management:
    - The Placentia Avenue Reconstruction Project from Yorba Linda Boulevard to Quartz Lane was completed in April.
    - The Sewer Replacement Project 2006-07 for the Glenhaven area is expected to be completed this month. The contractor has finished sewer pipe installation and is working on asphalt repairs and cleanup.
  - Water Engineering:
    - The Water and Sewer Main System Replacement Project 2007-2008 was awarded to David T. Wasden Inc., and work began in late April. The project will include include construction of approximately 4,200 linear feet of various sizes of water mains, 58 service laterals, fire hydrants, 1,080 linear feet of 8-inch sewer main and appurtenances, 17 service lateral connections, and street and drainage improvements.
    - Sections of Richman Knoll, Wilshire, Balcom and Lawrence avenues are within improvement limits. The contractor has begun sewer replacement on Wilshire between Balcom and Lawrence. Project completion is estimated for August.
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## Human Resources

- Recruitments:
  - Recruitments under way or soon to be under way include Associate Plan Check Engineer, Parks Project Specialist, Planning Manager and Utility Services Supervisor. Recently completed recruitments include Fire Engineer.
  - Recent recruitments for Maintenance Worker and Police Records Clerk yielded 127 and 73 applications, respectively.
- Employee Processing: Staff processed two regular and five nonregular appointments, three regular and five nonregular terminations, and 14 regular and one nonregular promotions in April.
- Liability Program: Five new claims were filed in April, 15 were closed, and no lawsuits were served.
- Workers' Compensation: Five new claims were filed in March and 16 were closed. One lawsuit was filed.

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## Library

- **Celebration Time:** “National Library Week” (April 12-19) and “National Poetry Month” (April) were celebrated with a series of programs. Cal State Fullerton professor and poet Dr. Irena Praitis discussed the creative process and read her own poetry at the April “Town and Gown” program. Dr. Tim Naftali, director of the Richard Nixon Presidential Library, spoke on “The Challenge of Presidential History.”
- **Teens and the Library:** Teen programming for “National Library Week” included a stand-up comedy show and an encore performance of the improv comedy competition between Sunny Hills and Troy high schools. The rivalry continued as students vied against each other for an ephemeral prize - the most audience laughs.
- **Railroad Stories:** Fullerton’s railroad history was examined at two April programs. Harold Benash gave a lecture on “Fullerton’s Ties to the Railroad,” which was followed by a showing of the documentary “Great Train Disasters.” Several model railroaders brought their models for display, one of which included a Harry Potter Hogwarts replica. Railroad fans also attended a program featuring a guest speaker from Knott’s Berry Farm, who talked about the historical train cars at the amusement park. The lecture was followed by a showing of the film “Go West.”
- **FACES Participation:** The Bookmobile was at the “FACES of Fullerton” event April 26. More than 400 people stopped by the mobile library, and information about Library programs for children and adults was distributed. More than 250 photos of the many beautiful “faces” that visited the vehicle were taken and printed, using digital technology inside the Bookmobile, while colorful frames were crafted outside.
- **Congratulations, Janine:** Children’s Services Senior Librarian Janine Jacobs was named the 2008 “Educator of the Year” by the Fullerton Chamber of Commerce. Janine has worked for the Fullerton Public Library for 34 years and started her career as a Library Page.

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## Maintenance Services

- **Administration:**
  - The analysis team has forwarded the study of possible alternative uses for the Airport to the City Manager for review.
  - All divisions are now using the new Cartegraph records management system. Training is continuing on an individual basis, with heavy concentration on running

and designing reports. The section on Streets below reflects partial numbers of work completed by the division for the month. Staff is working on a report that will supply information on the remaining issues and report the figures in a future "Council Briefing."

- The Department received 1,187 service requests in April, completing 909 (76 percent) in the month. The three emergency requests received were completed within one day. The Building and Facilities Division received the most requests - 609, or 51.3 percent of the total.
- In April, the Department's support staff received 1,980 calls, an average of 99 per workday, or 50 for each of our two primary customer service personnel.
- **Building and Facilities:**
  - Graffiti crews removed 53,480 square feet of graffiti from 417 sites in April, bringing the year-to-date totals to 537,790 square feet of graffiti removed from 3,769 sites.
  - Staff completed 25 custodial inspections of City facilities in April.
  - The Division has undertaken a review of all City building electrical bills, and is working with Departments to reduce electricity usage and conserve energy.
  - The Division has also undertaken a project with the Engineering Department to conserve water by using waterless urinals in City facilities and water-efficient low-flush equipment on all our toilets to conserve water.
  - The project to refinish the Independence Park gymnasium flooring and replace the front doors and carpeting in the entry and back hallways is completed.
- **Equipment:** In April, the Division performed one motorcycle inspection, 16 generator PMs, three BIT inspections, 67 PMs, eight smog tests, and one smoke test.
- **Sewer:** In April, the Division: hydrojetted 36.1 miles of sewer mains; root cut/mechanically treated 10,801 linear feet of sewer mains; mechanically treated 229 sewer laterals; conducted 17 CCTV inspections of laterals; conducted 37 source control inspections; conducted CCTV inspections of 34,294 linear feet of sewer main; received 73 Lifeline applications and approved 72; and received 21 sewer fee calls and 34 sewer service requests.
- **Facilities:**

- West Coast Arborists, the City's contract tree-trimming company, performed the following services from July 1, 2007, through April 30, 2008: pruned 10,469 trees, removed 486, and planted 536.
  - Grid pruning crews completed Zone 17 (Bastanchury to Dorothy Lane/Raymond to State College). Pruning in Zone 9 has begun (Bastanchury to City limits/Euclid to Harbor).
  - The Division received 15 calls for beehives in April.
  - Red Imported Fire Ants were reported and treated at two locations in April.
  - Turf operations crews completed spring fertilization and aeration of all sports fields and large turf areas within the parks.
  - Landscape crews readied the Dog Park for turf renovation. The work included installation of a new irrigation mainline, vertical mowing, aeration and hydro-seeding. Staff also installed two large tarps to provide shade to pooch owners during the renovation period.
  - **Water:** In April, the Division produced 888,113,240 gallons of water. Of that amount 65.63 percent - 582,832,000 gallons - was pumped from wells and 34.37 percent - 305,281,240 gallons - was purchased from the Metropolitan Water District.
  - **Streets:** In April, the Division: applied 8,580 pounds of crack sealer; used 78 tons of asphalt for patching, nine tons for digouts, and 29 tons for Water Division digouts; ground 188 sidewalks; performed 26 asphalt sidewalk repairs; and milled 148 linear feet of gutter.
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## Parks and Recreation

- **Administration:**
  - The contract for the Lions Field Project Management was awarded by the City Council April 1. Several meetings have been held since then to finalize the design. Staff continues to work directly with the League representatives.
  - The pre-fabricated building design for the Richman Park Community Center project is complete, and construction will begin after the state Department of Housing approves the plans and specifications. The City is nearly complete on plan approvals, and is obtaining bids for the necessary site work. Staff estimates that, without delays, the building will be installed in September.

- Landscape architectural design services have been retained to improve Richman Field (directly to the west of Richman Park). Sports field lighting will be added, along with field improvements, to provide better drainage and to introduce a healthier, more durable sports turf. In addition, new baseball backstops will be located strategically to provide optimum flexibility for multiple sports users. Some new landscaping will be introduced to enhance the edges of the park, as well.
  - Final improvements on the Laguna Lake Trail Head were made at the lake entrance at Clarion Street. A native garden, an informational kiosk, and an oak tree were added to enhance the area surrounded by the recently constructed ADA pedestrian ramps.
  - Design plans and construction documents for the Gilbert Park Neighborhood Center are in the final review phase. The building is scheduled for installation in July. Programs are on-track to begin in summer, pending Council approval of the fiscal 2008-09 budget.
  - Conceptual plans for the Gilman Park improvements will be presented at a community meeting May 7 at the park to allow for questions and comments. Based on this meeting, construction documents will be generated. It is estimated construction will be completed in late summer.
  - Hiltcher Trail survey work regarding a minor land “swap” with an adjacent property owner is complete. The swap will widen the trail at the existing narrow point and provide much-improved access. A landscape architect has been retained for design services. Staff anticipates a community meeting will be held in early June.
- **Senior Multi-Service Center:**
    - Two eight-week educational programs began April 2. “It’s Your Estate” has averaged 32 in attendance in April, while “Staying Mentally Sharp” averaged 35.
    - A home safety workshop sponsored by CareMore Medical Group was held April 11, with 22 seniors attending.
    - The April cultural celebration focused on the Philippines and Filipino-American culture. More than 80 guests attended the event.
    - A very well-received “Happy Hour” social was held April 17, sponsored by the Department and the Fullerton Senior Citizens Club. A total of 126 adults attended the event, which included beverages, hors d’oeuvres and music.
    - The Center’s annual volunteer Income Tax Assistance program ended April 24, and included additional dates to help adults file for the economic stimulus rebate.



This tax season there were 14 senior volunteers, 401 tax returns filed, and an additional 58 persons were assisted who were not required to file this year.

- On April 28, 72 persons attended a “Combat Fraud” forum presented by the Office of Congressman Ed Royce in partnership with the Federal Trade Commission, the California Attorney General’s Office and the U.S. Postal Inspection Service.

- Richman Community Center:

- Valencia Youth in Action (YIA) performed at “Global Youth Service Day” at Independence Park April 19.
- The YIA teamed up with the Youth Empowerment Force and went to Corona Del Mar beach during Spring Break. Each student donated \$5 to pay for supplies and a sack lunch, which they helped prepare. Twenty-two students attended.
- The YIA’s “Girls Night In,” a series of workshops to promote self-esteem, etiquette and art enrichment, held its first session in April, drawing 18 girls 11-18.
- A total of 100 YIA members and their families attended a very successful reunion and celebration highlighting achievements and future projects. Most of the food was donated and six volunteers assisted. YIA member Edwin received a certificate of appreciation for his continued outstanding work in the community. He has been participating at the Richman Center since grade school and is now a part-time employee.
- Children from the YMCA and Playgrounds on The Go were visited by McGyver the Magician in April.
- Twenty women attended the “Exemplary Women” brunch.
- In April, the Women’s Transitional Living Center offered six legal referrals for services such as divorce, child custody, visitation, legal separation, child support, and legal and immigration clinic. There were also three referrals for food, utilities, rent assistance and clothing.
- Richman’s baseball “club” has grown very popular. With hot weather expected in May and the coming months, staff will begin promoting water games.

- Garnet Community Center:

- The Center hosted a group of 40 Garnet residents at this year’s “FACES of Fullerton” event.

- The Garnet Teen Center completed an eight-week session on French cooking. Teens learned how to prepare a variety of French dishes and desserts, and especially enjoyed eating their class projects.
- Tiny Tots:
  - All 52 preschoolers have enjoyed creating spring crafts and learning science.
  - Classroom registration for the summer sessions took place in April. With 32 children enrolling in kindergarten, enough openings were created to accommodate new families from the Preschool Wait List.
- Independence Park/Teen Programs:
  - Teen Scene “Spring Break” activities were featured in the April 17 issue of the “Fullerton News Tribune.”
  - Teen Scene started its partnership with the Fullerton School District After-school Programs in April, picking up small groups weekly from Ladera Vista and Nicolas schools for activities and special events at Independence Park.
  - Independence Park hosted the first Adult Sports Volleyball Tournament April 6, with five teams competing for the title of Fullerton Co-ed Volleyball champs.
  - “Global Youth Services Day” was held at Independence Park April 19. The community fair - a collaboration of partners including the NOC YMCA, Fullerton School District After-school programs, and the Fullerton Boys and Girls Club - was a huge success, with more than 800 people participating. Activities included dance performances by after-school program groups and activity booths.
  - The Adult Sports Tournaments continued April 27, with four teams competing at dodgeball.
  - Work began in April on the Orange County Water District pump station, located in the southeast corner of the Park’s parking lot, closing road access to the skate park until construction is completed.
- Youth Programs:
  - Camp Hillcrest held Spring Break activities the week of April 7-11. Children age 5-12 participated in outdoor activities, indoor games, crafts and field trips.
  - Orangethorpe and Maple After-school Program kindergartners through third-graders had the “Blue Submarine” visit from the Aquarium of the Pacific in April,

with an educational presentation on sea animals. Program sixth-graders visited the Bowers Museum, getting a lesson in Chinese history.

- The Maple and Orangethorpe After-school programs began their intramural basketball tournament this month, playing against teams from Commonwealth, Raymond, Richman, Woodcrest, Pacific Drive and Valencia Park schools.
- **Tennis Center:**
  - The 3<sup>rd</sup> Annual Fullerton Satellite Tournament was held April 12-13 and April 19-20, and featured intermediate level players, typically varsity high school players in the older divisions, and players who have won novice tournaments in the younger divisions. A total of 192 entrants played this year, and things went smoothly despite temperatures in the high 90s the first weekend.
  - On April 30, the Center hosted the Orange League High School Boys Playoffs.
  - The Beckman-Coulter group - an employee doubles league playing Monday and Wednesday nights - kicked off its second 13-week season at the Center.
  - The Monday Night Sundowners League finished up its season in April and will resume play in September. This year, the Center was home base for four teams.
- **Youth Sports:** The Little League and Softball teams are having a great season. The Fullerton Rangers has more than 750 participants, and Fullerton Youth Rugby teams are growing, with a little more than 200 boys and girls playing this season. Registration for Fullerton Rangers and Fullerton Pop Warner Football for the fall season is under way, with field permits to be turned in soon.
- **Outdoor Recreation:** The 2<sup>nd</sup> Annual Kids' Fishing Derby April 12 was a great success. The derby is sponsored by the Department, state Department of Fish and Game, local businesses and non-profit organizations. Almost 700 people pre-registered for the event, while more than 70 volunteers assisted with registration, food service, crafts, and helping young fishermen age 3-15. The families enjoyed a free lunch of hot dogs, chips, drinks and cake, raffle prizes, and free T-shirts for nearly 400 kids. Participants also took advantage of the fish learning station staffed by the Department of Fish and Game, which also provided free loaner fishing rods.
- **Cultural and Events:**
  - In April, the Museum's Education staff was busy with special programs. They provided five hands-on art classes to Opportunity School students at Sunny Hills High School. A total of 28 students participated, creating traditional and collage self-portraits that will be on display at La Sierra High School later this year.

- Guitar Gateways finished its second semester with a concert April 29. A total of 21 students were enrolled in the program, including two scholarship recipients.
  - Exhibit-related programming this month consisted of “All about the Blues,” a lecture demonstration April 12 by guitarist and jazz scholar Dr. Joe Jewell. Jewell discussed the history of the music and musicians pictured in “The Delta Blues Project” exhibit, and provided musical examples for a small but appreciative audience.
  - The Museum is supervising production of a large mural as part of its collaboration with the Fullerton Joint Union High School District’s “Project Safe” grant. Production on this piece began April 28, and will involve approximately 20 students in the transformation of two unsightly concrete blocks on the greenbelt at Yorba Linda and State College boulevards into giant “Fullerton Gold” orange crates. This project will be finished the week of May 12.
  - In other public art news, Katherine England’s mosaic piece for the Leo Fender historic site is nearing completion and will be installed the week of May 19. Press releases and a “Call to Artists” for the Lemon Street overpass project have been sent. Staff will assist the Public Art Committee in selection of an artist and design at the end of May.
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## Police

- Patrol:

- Officer James Boline responded to a strong-arm robbery call on Valencia Drive. The clerk told him a suspect had entered the store, selected several items and left without paying. The clerk tried to stop the suspect who hit the clerk in the face and left. Officer Boline reviewed the store’s digital video surveillance tape and, checking the surrounding area, located the suspect he saw on the video. The suspect was detained and was positively identified by the clerk.
- Gang Detectives Vince Mater and Hugo Garcia attempted to stop a car containing three suspected gang members on W. Valencia Drive. The suspects fled on foot and, after a short pursuit, were arrested. Two of the three were on active parole. Inside the suspects’ vehicle were stolen stereos and several shaved vehicle keys.
- While patrolling the area of Lemon and Orangethorpe avenues, Officer Alan Valdiserri observed a pedestrian acting in a suspicious manner near the Big 5 Sporting Goods store, which is actually in Anaheim. Officer Valdiserri watched the suspect for several moments and then contacted him. The suspect turned out to be a parolee and was carrying a flashlight, ski mask, bolt cutters and other

tools. Officer Valdiserri was able to tie the suspect to a U-Haul truck in the lot of the Big 5, which contained burglary loot consisting of several water heaters. There was a closed water heater repair business near the Big 5. The U-Haul and its contents were stored for evidence.

- Gang detectives Vince Mater and Hugo Garcia, while on patrol, observed two juveniles applying graffiti to a block wall. The detectives detained both juveniles. The juveniles were taggers and had written their tagger names of SOKA2 and SOKA3. They also put up their crew name "SEADK" ("Staying Faded All Day KREW"). Both were taken into custody.
  
- A security aide at Rock 'N Taco was arrested for assaulting a customer after a verbal altercation. The aide struck the victim on the face because he had, in the aide's words, "got into his face." The aide had left prior to the Officers' arrival, but returned upon being called and was arrested.