

City Manager's Update

WEDNESDAY, JUNE 24, 2015

Hello everyone!

I hope that this email finds you all doing well and enjoying a terrific week!

In an effort to provide an update of important news and notes from this past week, the following update report has been prepared. As always, please feel free to let me know if you have a question about any of the items contained in this report – I can be reached via email at ochi@ci.monrovia.ca.us!

STATION SQUARE PAVING SCHEDULE

Paving activities for the overall Station Square project began on June 17, 2015 and are expected to conclude on June 26, 2015. During this time, traffic flows will be further impacted and we appreciate everyone's patience with us as we complete the planned street improvements.



Above is a map showing all the impacted streets. In general, our construction crews will be working around the clock this week to complete the paving project on Duarte Road (between Magnolia Avenue and California Avenue), Myrtle Avenue (between Evergreen Avenue and Duarte Avenue), Pomona Avenue (between Magnolia Avenue and Myrtle Avenue), Evergreen Avenue (between Myrtle Avenue and Ivy Street), and California Avenue (between Evergreen Avenue and Duarte Avenue).

Please note that during this week, nighttime paving activities will also be engaged, and construction activities are currently scheduled to occur throughout the day between 6:00 a.m. and 4:00 a.m. It is also important to note that one travel lane in each direction for every street being repaved will continue to be open, as there are no planned complete street closures. Finally, our City and construction crews worked last week to provide notices to all impacted businesses and residents in advance of the paving work.

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PARK AND FACILITY IMPROVEMENTS

During the past few weeks, the Public Works operation within our Public Services Department has been working hard to spruce up our neighborhoods, parks, and facilities... just in time for summer! An overview of the work that has been completed recently includes the following:

- ▯ Staff spent some time at the end of Alamitas Street to clean up, trim, and plant additional shrubs. The neighbors seemed to appreciate the quick response and professionalism of our crew.
- ▯ Friday, June 16, our staff removed overgrowth and weeds along Peck Avenue.
- ▯ A dead oak tree was removed at 122 Grand Avenue.
- ▯ Irrigation repairs were made at City Hall and in the parkway at Highway Esplanade.
- ▯ Two drinking fountains at Recreation Park were repaired.
- ▯ Two new picnic tables were installed near the playground at Recreation Park. In addition, two trash receptacles were placed at Boys and Girls club to help with picnic area trash.
- ▯ The rubberized surface of the playground at Library Park has been repaired by contractor and artificial turf was replaced by City staff. In addition, mulch was added to the planters at the north east corner of Library Park. The hardscape in front of the Library, at the checker tables, and at the war memorial were pressure washed. Thirteen trees, mostly around the playground area, were also trimmed.
- ▯ In response to needed water conservation efforts, staff replaced irrigation heads at Recreation Park and Library Park, while the irrigation system was reprogrammed at Rotary Park to achieve additional water savings.
- ▯ Public Works crews started repainting the stencils and curbing in the school zones throughout the City on June 22, 2015. We expect to complete this project by August 19, 2015, which is prior to the start of the next school year.
- ▯ Our staff installed new flooring at the Boys and Girls Club.

Many thanks to our entire Public Works team for their dedicated efforts to maintain and upgrade our public spaces and facilities all throughout town!

MYSTERY SIDEWALK HOLE ON FOOTHILL BOULEVARD

Last week, our team discovered a mystery hole in the sidewalk at 135 West Foothill Boulevard. Upon further inspection, we determined that hole led to an abandon basement. Our crews were able to cover the hole and we will be installing sidewalk closed signs at Myrtle Avenue / Foothill Boulevard, Stedman Place / Foothill Boulevard and at Primrose Avenue / Foothill Boulevard to alert pedestrians to use the crosswalks at the two signaled intersections. This week, our contract City Engineer will evaluate the location and provide a recommendation for the needed repairs, and we will certainly continue to work on getting this issue resolved as expediently as possible!

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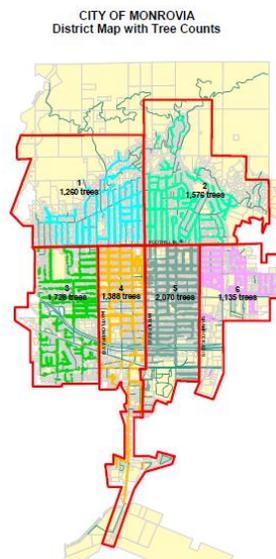
TREE MAINTENANCE PLAN IN EFFECT

The City is in the process of catching up on some overdue maintenance of our urban forest. For the past 7 years, the City has been on a 6-year tree trimming rotation. In Fiscal Year 2014/15 and Fiscal Year 2015/16, the City has been "catching up" to get back on a 4-year tree trimming rotation, which is an industry standard best practice.

To best execute our tree maintenance plan, City staff has divided the City into 6 tree maintenance districts. In Fiscal Year 2014/15, the City was able to complete maintenance activities in Districts 1-3. Beginning on July 1, 2015, for Fiscal Year 2015/16, we are coordinating to complete tree maintenance activities in the following areas:

- District 4 with 1,388 trees
- District 5 with 2,070 trees
- District 6 with 1,135 trees

During the course of the next few weeks, City staff will be meeting with our tree trimming contractor, West Coast Arborist, to establish a definitive schedule and timeline for the tree maintenance activities in each of our districts. Advance notice will be provided to the community via the City's web site and door hanger notices at least one week prior to each streets trimming schedule. A map of the tree districts as well as the maintenance plan can be found on our city website: <http://www.cityofmonrovia.org/publicworks/page/tree-maintenance-plan>.



STREETS MAINTENANCE DISTRICTS

At the City Council meeting on June 16, our Public Works team shared details related to the new Citywide street maintenance program that we have implemented. Per that plan, our team has divided the City up into six different districts. Please note that while the approach is similar to our Tree Maintenance Districts, the actual areas established for our street maintenance districts are slightly different given the difference between the location / quantity of trees vs. the lane miles of streets throughout the City.

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We bring our entire Street Team together to focus our maintenance efforts in a single district for two continuous months of maintenance each year. These maintenance activities include engaging in the following work:

- Sidewalk grinding of trip hazards
- Re-painting pavement and curb markings
- All traffic sign replacements and recent graffiti vandalism removal from traffic signs
- Asphalt repairs such as potholes and minor surface imperfections
- Measuring and Inventory of trip hazards beyond the grinding threshold

By pooling our resources and focusing on one area for a concentrated period of time, we are able to better implement maintenance related efforts. Moving forward, our street maintenance schedule for each district includes the following timeline:

- District One: Completed (May 2015 through June 2015)
- District Two: July 1, 2015 through August 2015
- District Three: September 2015 through October 2015
- District Four: November 2015 through December 2015
- District Five: January 2016 through February 2016
- District Six: March 2016 through April 2016

Street Maintenance information and map can be found on our city website:
<http://www.cityofmonrovia.org/publicworks/page/street-maintenance-districts>



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PRESSURE WASHING IN OLD TOWN

The Public Services Department recently received a complaint related to the pressure washing of hardscape at Library Park. City staff certainly understands the negative perception this type of maintenance activity can create and we wanted to provide some additional information regarding these efforts. Hosing off hardscape is not allowed under the State or the City Water Conservation Order, unless it is for health and safety reasons, as Health and Safety Codes supersedes the Water Conservation Order. Pressure washing our parks, trash enclosures, and Old Town sidewalks is done on an as-needed (about 2 times per month) basis.

It is also important to note that the high pressure washing system utilized by the City has a mechanism that forces air out with the water heated to about 240 degrees, which results in the less water being used than would typically be found with a traditional high pressure washing system. Also, this type of pressure washing activity is only done on select Fridays and occurs from 5:30 a.m. to 7:30 a.m. The amount of water used during those weeks for pressure washing purposes is about 180 gallons.

4TH OF JULY CONCERT AND FIREWORKS SHOW

Just a quick reminder that the City of Monrovia's renowned 4th of July Concert and Fireworks Show is scheduled to take place in Library Park (321 South Myrtle Avenue) on Saturday, July 4, 2015. After saving seats for the Fireworks show, those who attend the event can look forward to great shopping and dining along Myrtle Avenue. Live entertainment featuring the band **Person to Person** will begin at 7:00 p.m., followed by the free 20-minute spectacular Fireworks Show at 9:00 p.m.

Spectators may reserve a park space no larger than 10' x 10' which must be supervised at all times. A new program that will be offered this year is a decorating contest, where spectators display their patriotic decorations within their 10' x 10' park space, with a chance to win a prize for most patriotic, most creative, or the judges award! It should be a tremendous event and we hope that the entire community will come on out to join us for the fun and festivities!



OLD TOWN MONROVIA EVENTS ADVERTISEMENT

The Monrovia Old Town Advisory Board (MOTAB) recently produced a new advertisement highlighting the upcoming events in Old Town Monrovia. Among the events being emphasized include:

- The continuation of the Monrovia Friday Night Street Fair effective July 3, 2015
- The 10th Annual Free Concert & Jams Event, scheduled to take place on Saturday, June 27, 2015 from 7 p.m. – 9 p.m. at 412 South Myrtle Avenue
- The Art Walk event sponsored by the Monrovia Association of Fine Arts (MAFA), scheduled to take place on Saturday, June 27, 2015, on Myrtle Avenue in Old Town at 7 p.m.

For more information on upcoming events, go to <http://www.oldtownmonroviaca.com>

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PASSPORT PROGRAM UPDATE

As you may recall, the City's Passport Program was transferred over to the Community Center a few months ago, and the transition has resulted in the creation of a very busy Passport Acceptance Facility! Staff continues to assist customers with processing applications in customer emergencies situations, translating applications, and accepting walk-in appointments when available. Just how busy have we been? Well, in the month of May 2015, staff processed a total of 368 applications! For those in need of passport services, our current passport office hours are Monday through Thursday from 7:30 a.m. – 5:00 p.m., and Friday from 1:00 p.m. – 4:00 p.m. For more information about our Passport services or to schedule an appointment, call 626-932-5598.

FRIDAY NIGHT SUMMER TEEN PROGRAMMING SET TO BEGIN ON JULY 10, 2015

A committee of dedicated and enthusiastic community members are working together to offer programming this summer for teens on Friday nights at Library Park. The program will be offered weekly, July 10, 2015, through August 21, 2015, from 7:00 p.m. – 9:30 p.m. Activities will include music, games, art, leadership opportunities, food, and more! Additional information will be coming soon.

BATTERY COLLECTION PROGRAM NOW AT THE COMMUNITY CENTER

The City is excited to share that the Monrovia community now has a safe disposal option for household batteries! This convenient service encourages proper recycling of batteries to prevent improper disposal. The new Battery Bucket has been placed in the lobby of the Community Center for residents to simply deposit unwanted household batteries. We hope that individuals will take advantage of this new recycling opportunity moving forward!

RECREATION PROGRAM SUMMER IN-SERVICE TRAINING COORDINATED

The summer staff in-service training included 29 part-time staff and was held at the Community Center, from Monday, June 15, 2015 through Friday, June 19, 2015. Employees were trained to work in various programs including the Summer Extravaganza, the Community Center & Museum Operations, and Summer Concerts. Of the 29 staff, 9 are participating in Monrovia's YES Internship program, which is a joint partnership program between the City, the Monrovia Unified School District, and the Santa Anita Family YMCA. During the in-service training, staff also reviewed department policies, procedures, and also provided training in CPR and First Aid.

SUMMER EXTRAVAGANZA BEGAN MONDAY, JUNE 22, 2015

The Summer Extravaganza camp began on Monday, June 22, 2015. The eight week program offers active & passive games, arts & crafts, reading with the Monrovia Public Library, and educational excursions. Program hours are 12:00 p.m. to 5 p.m., Monday through Friday. The program is currently full at 200 participants, and interested registrants are being placed on a wait list in the event there are participant cancellations. For more information, visit the city website at www.cityofmonrovia.org.

SUMMER READING CLUB

Monday, June 15, 2015 served as the official start date of the Library's *Read to the Rhythm Summer Reading Club*. This year the Library is partnering with the California Library Association challenge to achieve one million sign-ups for summer

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reading clubs held all over the state. Monrovia has pledged 2,000 participants and the community is working our way towards achieving that goal! #onemillionreaders

PUBLIC SERVICES DEPARTMENT CELEBRATION

On June 17, 2015, the Public Services Department celebrated their recent restructuring with a BBQ. The event was held to thank the staff for their hard work and continued support. It was also an excellent opportunity for the staff to get to know each other. The team was treated to a delicious meal of hot dogs and hamburgers.

Many thanks once again to our team for their great work during this time of reorganization and transition!

CANYON PARK VOLUNTEER SUMMER KICK OFF EVENT

Canyon Park Staff hosted their annual summer potluck to kick off the summer season. This year's theme was based around a Summer Luau and was held on Wednesday, June 17, 2015 at 6:00 p.m. in the picnic area of the Cabin in Canyon Park. The evening was filled with food, raffles, live entertainment and fun. There were 60 people in attendance which included: volunteers, their family, library volunteers and staff. All volunteers were thanked for their passion, hard work, and dedication, and the event served as a great way to get everyone geared up for a busy summer that is sure to be great!

POET TREE

In preparation for the Summer Reading Program, the Adult area of the Monrovia Public Library has a Poet Tree display. This display allows patrons to write the name of their favorite poet and/or lyricist on a leaf. Although it is in the Adult section of the library, the Poet Tree is open to all who have a lyrical thesis or poetical tome that they would like to share!

YOUTH COMMISSION / TAB CELEBRATE THE END OF THE YEAR

The Youth Commission Volunteers along with the Teen Advisory Board had their end of the year celebration on Thursday, June 11, 2015 at the Monrovia Public Library at 6:00 p.m. Later that week, on Saturday, June 13, 2015, both the Youth Commission and T.A.B. took their end of the year excursion to Knott's Berry Farm. The trip is an incentive for those youth volunteers who volunteered a specific number of hours and volunteered for specific special events throughout the school year.

MONROVIA'S OWN SAMANTHA CHILDERS NOMINATED TO ATTEND THE NATIONAL CONGRESS OF SCIENTISTS AND TECHNOLOGISTS

Monrovia's very own Samantha Childers has been nominated to attend the National Congress of Scientists and Technologists. This prestigious honor was bestowed on Samantha, a freshman at Monrovia High School, given her academic achievements in science, technology, engineering, and mathematics. On June 28, 2015, she will be traveling to Boston to attend the three-day congress where she and other students from across the country will hear Nobel Laureates and National Medal of Science winners talk about scientific research; be given advice from deans of the world's top tech universities; be inspired by fellow teen science prodigies; and learn about cutting-edge advances and the future of science and technology.

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In addition to her passion for science and technology, Samantha is also an all-around impressive individual! She graduated valedictorian from Santa Fe Middle School, where she also won the top instrumentalist award from Mr. Ellis' band, along with Science and English awards. As a freshman at Monrovia High School, she posted a 4.15 GPA and played several instruments for the Wildcat Band. She also participated on the Robotics team, where she is a programmer for Suitbots, and she also volunteers at her church and school. To celebrate her accomplishments, Samantha will be recognized by the Monrovia City Council at the July 7, 2015 City Council meeting.

MAYFLOWER ELEMENTARY SCHOOL IS A CANDIDATE TO WIN \$20,000 FOR NEW PLAYGROUND EQUIPMENT – SO LET'S GET OUT AND VOTE MONROVIA!

You may have already heard, but Mayflower Elementary School was selected as a candidate with a chance to \$20,000 for much needed playground equipment! The contest is sponsored by Dr. Pepper / Snapple and the national non-profit foundation, KaBOOM! The school that is able to garner the most online votes will be awarded the funding.

In order to vote for Mayflower Elementary School, you will need to be able to get online and access the voting page through Facebook. The link to vote is as follows:

<https://www.facebook.com/LetsPlay?fref=ts>

Winners will be announced on June 29, 2015, so let's all get out there and support Mayflower Elementary!

BOB BARTLETT STREET SIGNAGE BEING DEVELOPED

As you may recall, the City on December 19, 2014, installed signage on Royal Oaks Drive between California Avenue and Shamrock Avenue to honor former Mayor Bob Bartlett and his years of service to Monrovia. During the past several months, staff has been working to develop updated honorary street signs for installation on that section of Royal Oaks Drive. It is anticipated that the updated signs will be ready for placement within the next several weeks and we will be sure to keep everyone informed as to our progress moving forward.

FOOTHILL GOLD LINE STATION DEDICATION SCHEDULE ESTABLISHED

Just a quick note to share with everyone the dates and times that the Foothill Gold Line has established for Station Dedications throughout the Phase II project corridor.

Of particular note, Monrovia's Station Dedication has been set to take place on Saturday, September 12, 2015, at 10 a.m. Furthermore, additional details regarding the dedications will be provided as we get closer to each event.

- ▣ **Duarte/City of Hope Station**
 - Saturday, August 15, 2015
 - 10:00 am

- ▣ **Arcadia Station**
 - Saturday, August 22, 2015
 - 10:00 am

- ▣ **Irwindale Station**

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- o Friday, August 28, 2015
- o 5:00 pm

▮ Monrovia Station

- o Saturday, September 12, 2015
- o 10:00 am

▮ Azusa Stations (Downtown and APU/Citrus)

- o Saturday, September 19, 2015
- o 10:00 am

POLICE DEPARTMENT SEMI-WEEKLY NEIGHBORHOOD WATCH REPORT

<http://www.cityofmonrovia.org/police/page/semi-weekly-report>

That's it for this update, I do hope you have a wonderful rest of the week!

Best regards,
Oliver

OLIVER CHI
City Manager

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