



City of Newport Beach, CA
City Manager's Newsletter

TO: Mayor Selich & Council Members
FROM: Dave Kiff, City Manager
DATE: January 23, 2015

Please enjoy the attached newsletters...



To: City Manager Dave Kiff
From: City Clerk Leilani Brown
Re: Monthly Newsletter
Date: January 20, 2015

Congratulations to the Fourth Quarter Rideshare \$100 Winners!!

- + Cindy Ray
- + Caryl Bryant
- + Claudia Barboza
- + Susan McCourt
- + James Puglisi
- + Leslie Duarte
- + Gary Tegel
- + Fong Tse
- + Frank Martin
- + R. Michael Ybarra



Also to the Monthly (October/November/December) Car Wash Drawing Winners!

Steve Short, Christopher Newton, Landin Miller, Judi Igasaki, Joseph Delgado & Mary Locey

Did you know?

Every year, we change the Rideshare Program. Maybe not tons, but just a little bit. This year's program offers the following incentives (some new, some stayed the same):

- Start-up Bonus – rideshare at least half your normal schedule for 8 weeks and you can receive a prize.
- Accrue leave time
- Cash Drawings Quarterly – Car Wash Drawings Monthly
- Reimbursement for Bus Passes, Bike Tune-ups, and Car Washes
- Hybrid or Zero Emission vehicle bonus (14-15 purchase)

You can find the current Program on our Intranet under the Employee Corner.

A small random fact about Rideshare: Zero Emission Vehicles count!

Zero Emission vehicle (as long as they really are zero emission and not a hybrid) count as ridesharing. So as a zero emission vehicle driver, you qualify for all the benefits listed on the program, including accrual of leave time. If you have a zero emission vehicle, just sign up for the Rideshare program under the Employee Corner and when your next timesheet needs to be filled out, find the link above where you would *sign and approve*. Click on the link and fill out the necessary information.

Contacts: Jennifer Mulvey for City Hall x3005 and Cindy Ray for Police x3704



COMMUNITY DEVELOPMENT DEPARTMENT

To: Dave Kiff, City Manager

From: Kimberly Brandt, Community Development Director *KB*

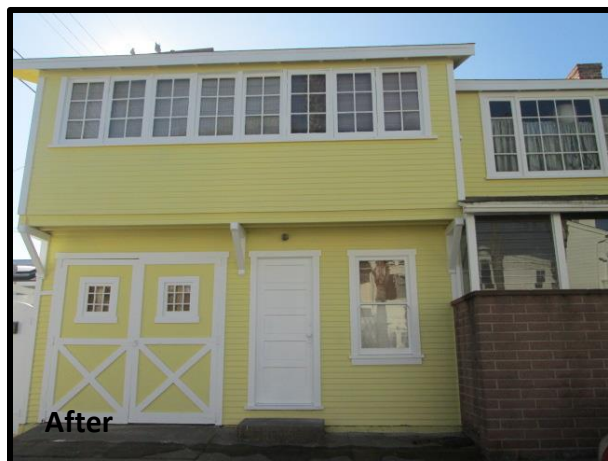
Subject: City Manager's Newsletter

Date: January 23, 2015

Neighborhood Improvement Program

The Code Enforcement Division is pleased to present another successful Neighborhood Improvement Project. As part of the Division's Neighborhood Improvement Program, Code Enforcement staff routinely identifies residential and commercial properties that are in need of maintenance. Common problems include overgrown or dead vegetation, weathered or

present another successful Neighborhood



peeling paint, broken windows, accumulated trash and debris, and dilapidated fences. This particular project was a residential property, located on Balboa Island, which needed paint. Code Enforcement staff worked with the property owner to ensure the painting was completed within a reasonable timeframe.

Code Enforcement Water Conservation Reminders

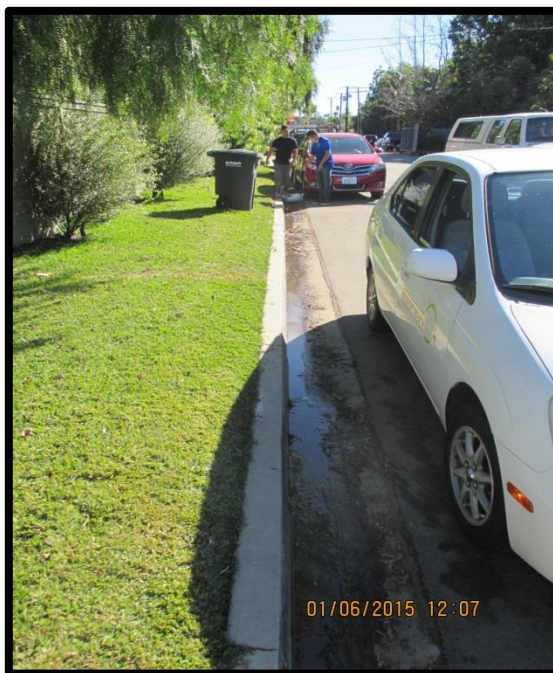
Stormwater pollution prevention and water conservation are an important part of the responsibilities of the Newport Beach Code Enforcement Division. Additionally, our State is suffering from a drought. Wasting water and contributing to storm water pollution is often



COMMUNITY DEVELOPMENT DEPARTMENT


caused by daily actions you take while not even realizing the impact. Here are a few helpful reminders:

1. Sweep don't spray – Washing down driveways and sidewalks with an open hose wastes water. Use a nozzle or bucket to conserve. (NBMC 14.16.040 Permanent, Mandatory Water Conservation Requirements).
2. A little goes a long way – Wash vehicles and property with minimal water and trap the runoff so it does not enter the storm drain system. Often water picks up dirt, oil, and debris along the way to the catch basins. (NBMC 14.36.030 Prohibited Discharges).
3. Limit your watering to your neighborhood's scheduled days – Limit watering to two days a week.



Check your assigned days online at www.newportbeachca.gov/water (NBMC 14.16.060 Level One, Mandatory Water Conservation Requirements).

Code Enforcements Water Conservation Efforts

|  | Complaints Received | Officer Initiated | Site Investigations | Phone Calls | Written Letters | Verbal Warnings | Notice of Violations | Citations | Resolved Problems |
|---|---------------------|-------------------|---------------------|-------------|-----------------|-----------------|----------------------|-----------|-------------------|
| November | 25 | 2 | 18 | 15 | 27 | 3 | 8 | 1 | 18 |
| December* | 15 | 2 | 14 | 10 | 8 | 1 | 4 | 4 | 8 |

*City Hall closed from 12/24 - 1/2

Online Building Permits Coming Soon

The Community Development Department and the IT Division have been working on a project to expand our online permitting services. This enhancement will enable the public to obtain, pay fees, and schedule inspections for basic (over-the-counter) permits online such as; heating/air, plumbing, and electrical. This service is anticipated to become available to the public this spring.



Date: January 23, 2015
 To: Dave Kiff, City Manager
 From: Dan Matusiewicz, Finance Director
 Subject: City Manager's Newsletter

Treasury Report

November's Treasury Report is now available on the City's website at www.newportbeachca.gov/treasury. The City's portfolio totaled \$201 million, from all sources. It is invested in broadly diversified high-grade securities with an average credit rating of AA. Roughly \$50 million of this portfolio is highly liquid, meaning that it is available for cash flows associated with day-to-day operations and cash funding of major construction expenditures. The medium-term portfolio (\$150 million) has a weighted average effective maturity of 1.76 years. Fixed income yields have been under pressure from Fed quantitative easing policies and volatility in equity markets. However, most experts expect yields to begin improving in the next year or so. Yield-to-maturity on the short-term portfolio is trending at .26% and the medium-term portfolio only marginally better at .83%.

| CITY OF Newport Beach | | TREASURER'S REPORT For the Month Ended Nov. 30, 2014 | | | | | | | |
|---|-----------------------|--|-----------------------|-------------------|-----------------------|----------------|------------|--------------|-------|
| Portfolios | Amortized Cost | Unrealized Gains/(Loss) | Fair Value | Accrued Interest | Market Value | % Total | YTM @ Cost | YTM @ Market | Notes |
| Operating Portfolios | | | | | | | | | |
| <i>Short-term Portfolio</i> | | | | | | | | | |
| Demand Deposit Accounts | \$ 15,581,856 | \$ - | \$ 15,581,856 | \$ - | \$ 15,581,856 | 7.91% | 0.53% | 0.53% | (1) |
| Local Agency Investment Fund | 36,043,732 | - | 36,043,732 | - | 36,043,732 | 18.30% | 0.24% | 0.24% | (2) |
| <i>Medium-term Portfolio</i> | | | | | | | | | |
| Cash Equivalents | 349,549 | - | 349,549 | - | 349,549 | 0.18% | 0.01% | 0.01% | |
| Marketable Securities | 144,204,084 | 378,247 | 144,582,330 | 416,502 | 144,998,832 | 73.61% | 0.83% | 0.63% | |
| TOTAL OPERATING FUNDS | \$ 196,179,220 | \$ 378,247 | \$ 196,557,467 | \$ 416,502 | \$ 196,973,969 | 100.00% | | | |
| Bond Fund Portfolios | | | | | | | | | |
| 2010 Civic Center COPs | \$ 1,176,439 | \$ - | \$ 1,176,439 | \$ - | \$ 1,176,439 | 29.96% | 0.01% | 0.01% | |
| Assessment Districts | 705,795 | - | 705,795 | - | 705,795 | 17.57% | 0.01% | 0.01% | |
| Special Improvement Districts | 2,044,465 | - | 2,044,465 | - | 2,044,465 | 52.07% | 0.01% | 0.01% | |
| TOTAL BOND FUNDS WITH FISCAL AGENT | \$ 3,926,719 | \$ - | \$ 3,926,719 | \$ - | \$ 3,926,719 | 100.00% | | | |
| TOTAL CASH & INVESTMENTS | \$ 200,105,940 | \$ 378,247 | \$ 200,484,186 | \$ 416,502 | \$ 200,900,688 | | | | |

Composition of Operating Portfolio Nov. 30, 2014

Composition of Operating Portfolio Oct. 31, 2014

Notes:
 (1) Yield offsets bank fees
 (2) LAIF Yield is available Quarterly

The Treasurer's Report provides detailed information on the City's investment portfolios, including securities, sector allocation, trading activity and portfolio performance; the complete report for the month ending November 30, 2014, is now available at www.newportbeachca.gov/treasury.

Click on the link above or the report image on the left to be directed to the full report.

eSAIL Update

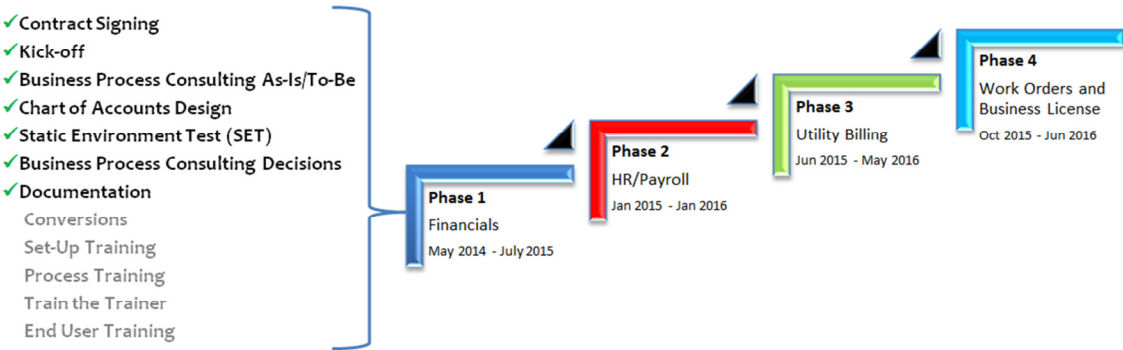
Here are the latest developments regarding the Enterprise Resource Planning (ERP) software implementation or “eSAIL” project. An ERP is a business management software system that integrates all of the City’s core functional requirements for financials, human capital management, citizen services, and revenues. The ERP implementation is scheduled to take between 25 and 30 months and will consist of 5 major phases. The City is currently in Phase 1 (Financials) and preparing to begin implementation of Phase 2 (HR/Payroll). The software provider of the City’s ERP is Tyler Technologies Inc. and this project is titled “eSAIL,” short for ERP System Administration and Implementation Lineup.



Staff concluded the five-month series of Business Process Consulting (BPC) sessions with Tyler consultants in November. The purpose of the BPC sessions was to develop software configuration specifications according to the City’s business needs for the following Phase 1 module applications:

- | | | |
|----------------|------------------|----------------------|
| General Ledger | Budget | Projects and Grants |
| Purchasing | Accounts Payable | Contracts Management |
| Inventory | Fixed Assets | |

The graphic below depicts the various project phases/dates and current status.



Between January and May of 2015, Finance Department staff will be trained on how to use the system and will prepare for end user training that is scheduled for June 2015. Finance and Tyler staff will share the responsibility of training nearly all City staff on how to use the new system.

Over the past several months the City's IT group participated in all the BPC sessions, completed the ERP system administration setup, were trained on security and workflow, configured E-mail within the new system, and worked with the IT staff within the Police Department to synchronize the two networks. The IT group recently participated in training sessions to set up the new system dashboards that will provide end users with charts, graphs and other statistics regarding financial information within their respective areas.

This important project must foster an environment of change in order to allow for the creation of more efficient and effective processes to support the City's mission and goals. With the many changes to the City's business processes that are expected, City staff must be prepared to adapt. To assist in this regard, representatives from Tyler periodically assess through surveys our organization's ability to handle change. The survey results so far indicate the City has strong leadership and project management skills to support the eSAIL project. Department representatives who make up the Change Management team meet regularly and disseminate eSAIL project information. They also advise project managers where additional training or resources are needed for project success. The eSAIL change management team will soon schedule meetings in mid-February with select representatives from each department to provide some information about process changes and new system functionality they can expect when the Financials go live in July 2015.

Single Audit

The Single Audit is a compliance audit of Federal funds for recipients, like the City, that receive \$500,000 or more in any one fiscal year. The City regularly receives more than this limit through a combination of Community Development Block Grant (CDBG) funds, Federal transportation grants or public safety grants. The audit is conducted by the same independent auditors that conduct our financial audit. The auditors conducted the fieldwork on the Single Audit this week and expect to receive the final report within a few weeks. Kudos to Sr. Accountant, Trevor Power who coordinated this audit for the first time this year. We understand from the auditors that it went very smoothly.



Newport Beach Fire Department Office of the Fire Chief

DATE: January 23, 2015

TO: Dave Kiff, City Manager

FROM: Scott Poster, Fire Chief

SUBJECT: CITY MANAGER'S NEWSLETTER

FIRE OPERATIONS

During the last several weeks, Balboa Peninsula has experienced two significant second alarm fires. One fire occurred on Clubhouse Drive, and the other occurred on



the 300 block of 34th Street, at approximately 4:15 a.m. All occupants were home sleeping at the time the fire began. The fire spread so fast it woke up the occupants and forced them to jump to safety from a second story balcony. The first arriving units found a fully involved second story apartment. The fire was quickly spreading to the homes on both sides of the fire. First arriving units were

challenged by the volume and spread of the fire, along with treating and transporting two injured occupants.

The fire was quickly upgraded to a second alarm. Fire units made a great stop and minimized the spread of fire to the adjacent buildings. The upstairs apartment was a total loss, and the buildings on both sides sustained moderate damage. The fact that the fire started early in the morning, with sleeping occupants, increased the likelihood of injury and death.



The International Association of Fire Chiefs' study concluded the following regarding residential structure fires:

- 11:00 p.m. to 7:00 a.m. are the peak alarm times for home fire deaths – when people tend to be asleep and the house is likely to be dark.
- Home fires kill an average of seven people every day.
- Home fires caused \$11.6 billion in property damage during 2010.
- Although the number of home fire deaths has substantially decreased, the risk of dying in a reported home fire has not.
- On average, families have less than three minutes from the time the first smoke alarm sounds to escape a fire.

The cause of the fire was the ignition of a Christmas tree; it was unclear whether there was a working smoke detector in the house. It is miraculous that no one was injured or killed in this fire. The press dubbed this fire, "The Miracle on 34th Street." Quick work by the fire department kept the fire from becoming a neighborhood inferno of epic proportions, destroying many homes and injuring many residents.

EMS DIVISION

New Zoll Cardiac Monitors

The Newport Beach Fire Department has always provided our community with the highest level of emergency medical services. In September 2014, our cardiac monitors were due to be replaced. The Fire Department issued a Request for Qualifications (RFQ) to obtain information regarding qualifications, experience, current devices, and technology. Three of the major industry manufacturers: Zoll Medical Corporation; Physio-Control, Inc.; and Philips Healthcare responded, and field trials were initiated.

Each manufacturer provided training and sample devices to field personnel for a six-week evaluation period. Zoll Medical Corporation distinguished itself as a preferred vendor through their proven track record in customer service with the City of Newport Beach, and their product, through usability and reliability. Additionally, they provide high compatibility with existing equipment, the latest technology, and durability to withstand environmental elements.



(Pictured above: EMS Captain Phil Puhek, Paramedic Adam Novak, and EMS Division Chief Cathy Ord prepping the monitors for training.)

Thirteen Zoll X-Series cardiac monitors were delivered at the end of December. Before the monitors can be placed on the medic units, assembly, configuration, and testing of the units are required. All Paramedics will then be trained on the use of the new monitors in the upcoming month.

MARINE OPERATIONS

Our Hero – On Sea AND Land!

On January 9, 2015, at approximately 4:55pm while patrolling, Lifeguard Officer George “Skeeter” Leeper noticed flames coming from a house roof at 4707 Oceanfront. He attempted to get the occupants out of the house while he used a garden hose to put out the flames. Two bystanders helped Officer Leeper put out the flames. The occupants were sick with the flu, sound asleep, and had not noticed the flames or smoke. This could have had disastrous results.



Junior Lifeguards

On January 15, 2015, the Newport Beach Junior Lifeguard program launched their brand new website, NBJG.NET. Please visit the website for information regarding swim test requirements, program description, and frequently asked questions. If your child was a Junior Lifeguard in 2014, and wishes to return in 2015, please login under “Sign Up.”

Sign-up

HOME SIGN UP ABOUT DIVISIONS 2015 FAMILY HANDBOOK MONTHLY CALENDAR FAQ'S CONTACT

Step One

How Do I Sign-Up to be a NB Junior Lifeguard in 2015?

Returning JG Family - [click here for the definition](#)

Login

New JG - [click here for the definition](#)

Create New Account

January 15 - Sign-Up Opens

Step Two

Swim Test Dates for 2015

Sunday, March 1
 Sunday, March 15
 Sunday, March 22

Times 9:00am - 1:00pm

Rain or Shine

[What do I Need for the Swim Test?](#)

Step Three

How Do I Order the Uniform?

Location: Junior Lifeguard Trailer on the sand at 1 A street, Balboa Beach

Try On Uniform Samples

Indicate style, size, quantity, optional items on child's account

Changes allowed until April 25, 2015

Step Four

When Do I Pay for the Program?

Must pass swim test!
 Cost: \$700.00

[Returning JG Family](#) - April 1 through 12, 2015

NEW JG Family:

[Residents](#) - April 15, 2015 at 8am
[Non-Residents](#) - April 20, 2015 at 8am

Latest News

Welcome to the new NBJG website.
 January 06, 2015

Today Tomorrow More

Newport Beach, CA

Current: 72° F
 Today's High: 74° F
 Today's Low: 50° F

Last updated: Thu, 22 Jan 2015 11:53 am PST

LIFE SAFETY SERVICES DIVISION

National Fire Academy's (NFA) Wildland Urban Interface (WUI) Conference



The NFA is working to advance the professional status and expand the knowledge and skills of fire and emergency personnel. Their training and education programs support fire departments and emergency services organizations in preparing for, preventing, and responding to fires and other hazards. Under the FEMA Assistance Grant Program, free training courses and programs are delivered to their campus in Emmitsburg, Maryland and throughout the nation.

Life Safety Specialist/Vegetation Manager Steve Michael applied for a FEMA grant and was accepted to attend the 2015 WUI Conference. This training program is for persons who have organizational responsibilities for WUI risk reduction operations in their agency or jurisdiction. The program provides training on how to develop a local community coalition to address the WUI; create Fire Adapted Communities; create a community wildfire protection plan and facilitate partnerships; improve networking, and enhance resource allocation abilities that address WUI fire risks/issues and improve quality of life and vitality within our local communities.

CERT

Disaster Preparedness Presentation - California Association of Neurological Surgeons

On January 17, 2015, Life Safety Specialist Matt Brisbois presented at the California Association of Neurological Surgeons annual conference at the Balboa Bay Club. His presentation was entitled, "Developing Community Emergency Response Teams - A Doctor's Role." The presentation focused on how doctors could get more involved with their local Community Emergency Response Teams, and how they can assist their local municipalities with disaster response and recovery. The presentation concluded with a question and answer section.



HUMAN RESOURCES DEPARTMENT

CITY MANAGER'S NEWSLETTER

DATE: January 23, 2015
TO: Dave Kiff, City Manager
FROM: Terri L. Cassidy, J.D., Deputy City Manager/HR Director
SUBJECT: News and Updates from Human Resources

City Employees Prepare for Leadership Development Program



A select group of employees will represent the City of Newport Beach through the California State University, Fullerton Leadership Development program during the Spring 2015 semester.

The Leadership Development program is designed to positively impact the work public sector employees do on a daily basis and to allow students to take the skills and knowledge gained from the classes and apply them to their work and life. The concept, also known as “learning transfer”, may take the form of sharing information with peers and utilizing tools to improve work efficiency and implement successful projects.

Employees selected for the program have been identified as emerging leaders: new supervisors, project leads or mid-level managers. To date, a total of 21 City employees have completed the certificate curriculum.

Spring 2015 participants are:

Joe Cartwright, Police Lieutenant
Samir Ghosn, Principal Civil Engineer
Shirley Oborny, Executive Assistant to the City Manager
Rosalinh Ung, Associate Planner

Past participants included:

| | |
|---|---|
| Chris Auger, Utilities Crew Chief | Ron Gamble, Fire Division Chief |
| Natalie Basmacyan, Librarian III | Susan Giangrande, Budget Manager |
| Steffen Catron, Field Superintendent II | Tim Hetheron, Library Services Director |
| Kathryne Cho, Jr. Civil Engineer | Wendy Koudleka, Civilian Supervisor |
| Chip Duncan, Assistant Fire Chief | Sean Levin, Deputy Director of Recreation & Sr Services |

Cristal McDonald, Deputy City Clerk
Leonie Mulvihill, Asst City Attorney
Jaime Murillo, Senior Planner
Anthony Nguyen, Purchasing Agent

Cassi Palmer, Community Development
Jyll Ramirez, Admin Specialist to the Deputy City Mgr
Maurice Turner, Administrative Manager
Debra Walker, Librarian III

Human Resources congratulates our participants and sends best wishes for a successful learning experience!

CalPERS Adds New Features to Long-Term Care Site

CalPERS recently enhanced its Long-Term Care website by including a new online feature that allows members to create an account and track the process of their application through the review process.

The site also includes regional cost-of-care information and a cost-of-care calculator. Regional cost-of-care information includes the actual expenses for skilled nursing and assisted living facilities and home health providers for more than 135 regions across the U.S. The cost-of-care calculator helps members estimate how much money is needed to save each month for future long-term care services.

Other resources found on the website include videos of personal testimonials and participant tools such as designee, authorization, billing method and claim forms.

All current California public employees, retirees, their spouses, parents, parents-in-law, adult children and adult siblings between the ages of 18 and 79 are eligible to apply for coverage. Applicants must meet underwriting requirements for acceptance into the program.

More information about CalPERS Long-Term Care can be found at www.CalPERSLongTermCare.com or by calling (800) 909-9119.





LIBRARY SERVICES DEPARTMENT



January 23, 2015

To: Dave Kiff, City Manager

From: Tim Hetherton, Library Services Director

Subject: City Manager's Newsletter

Library Services

Media Lab and Sound Lab Open House: Members of the public joined us for the Media Lab Open House on Thursday, January 15. Customers were able to experience the amazing equipment and software in the Media Lab and Sound Lab at the Central Library. Staff provided tours, answered questions, and demonstrated software during two sessions from 10 a.m. to 12 p.m. and from 4 p.m. to 6 p.m. The event was very well attended with over 120 guests.



Media Lab and Sound Lab promo: Library staff has created a short promotional film for the Media and Sound Lab, which is posted on the Library web site and the Library's You Tube channel. Take a look [here](#).



Literacy Services: Literacy's new online tutor orientation program is up and running. Prospective tutors will be able to complete their initial orientation from the convenience of their home or office, 24 hours a day, 7 days a week. Check it out at: <http://gametrainlearning.org/proliteracy/index.html>. Hats off to our Literacy staff for the hard work and vision and thanks to the Foundation for funding this successful "Pitch An Idea" venture.

Online Tutor Orientation

Take the orientation online, from home.

Click below to begin!



The Illustrated Courtroom: Famous Trials in Pictures: The work of three award-winning courtroom illustrators, Elizabeth Williams, Bill Robles and Aggie Kenny are currently on display through March 5th in the Central Library Lobby. These three artists have covered hundreds of cases and trials, including Charles Manson, O. J. Simpson, John Gotti, Michael Jackson, Martha Stewart, and Patty Hearst. The works on display highlight the unique combination of law, journalism and art. On March 3rd, from 7 to 8 P.M., the Library will host a panel interview with all three artists for **An Evening of Famous Trials in Pictures** in the Central Library Friends Room.



There is always something going on at the Library, which is the cultural, educational, and informational heart of the City. Visit us at www.newportbeachlibrary.org for information on all of our events and programs.

Cultural Arts

Shogun Sculpture: Since November 1984, the City of Newport Beach has enjoyed a Sister City relationship with the City of Okazaki, Japan. Okazaki is located 200 miles west of Tokyo and has a population of 350,648.

The City of Okazaki donated a sculpture entitled "Shogun Tokugawa Ieyasu" as a gift to the City of Newport Beach on October 14, 2014. The piece was installed at its permanent site at Irvine Terrace Park on Tuesday, January 20.



Okazaki is the birthplace of Shogun Iyeyasu Tokugawa. Tokugawa Iyeyasu (1542-1616) was the founder and first shogun of the Tokugawa shogunate, which maintained effective rule over Japan from 1600 until 1867. Historians agree that Iyeyasu was a gifted governmental administrator. He is considered to be the founder of the Edo Period and the first shogun to establish a peaceful Japan. He now enjoys a historical popularity commensurate with his distinguished role in the evolution of Japan.

[Source: "Tokugawa Iyeyasu." *Encyclopedia of World Biography*. Detroit: Gale, 1998. *Biography in Context*. Web. 6 Aug. 2014.]

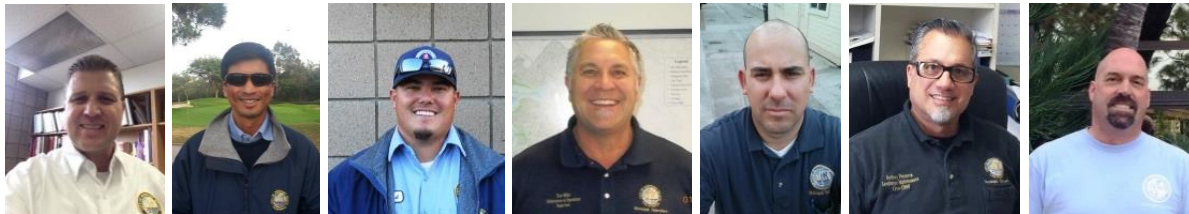


MUNICIPAL OPERATIONS DEPARTMENT

January 23, 2015

TO: Dave Kiff, City Manager
FROM: George Murdoch and Mike Pisani, Co-Directors
SUBJECT: *City Manager's Newsletter*

Highlighting Our Own



Much of the work we do in MOD requires specific training, licensing, and certifications. MOD team members continue to take advantage of training and complete the requirements to maintain or upgrade their current certifications. In the last three months, the following team members have achieved the following certifications:

- Utilities Water Maintenance & Repair Supervisor Mike Curry passed his Water Distribution Operator Grade 4 exam.
- Utilities Technician Toan Van passed his Water Distribution Operator Grade 3 exam.
- Utilities Technician Richard Aguirre passed his Water Distribution Operator Grade 2 exam.
- Utilities Storm Drain/Street Sweeping Supervisor Tom Miller passed his Water Distribution Operator Grade 2 exam.
- Utilities Water System Services Crew Chief Matt Bullman acquired his Grade 4 Collections CWEA (California Water Environment Association) Certificate.

The California Safe Drinking Water Act and Health and Safety Code mandate that utility workers be certified as treatment and distribution operators.

In addition, Landscape Maintenance Division team members have completed the following certifications:

- Landscape Maintenance Crew Chief Anthon Petrarca has added the Aquatic category to his current Qualified Applicator Certificate for pest control.
- John Gemme, Landscape Maintenance Groundswoker II, is a Certified Arborist.

Other team members have also taken advantage of other training opportunities within the organization. *Congratulations to all!*

Paint Spill Clean Up

Last Friday morning, the Concrete crew closed off two lanes of Bristol Street North between Dove and Birch Streets to clean a large paint spill that had occurred in the past few weeks. The lanes were closed for five hours as City Contractor Bonanza Steam Cleaning pressure washed the affected area.



Beach Storm Debris Clean Up

The last storm brought a large amount of debris that washed downstream from the Santa Ana River to our ocean beaches. Last week, the Beach Maintenance Crew hauled 175 tons of debris from the beach utilizing beach cleaners, a loader, and dump truck. In addition, 15 tons of debris was hauled from the log boom that washed down from the San Diego Creek into the Back Bay. Crews also raked the bay beaches by hand on Balboa Island and the Peninsula.



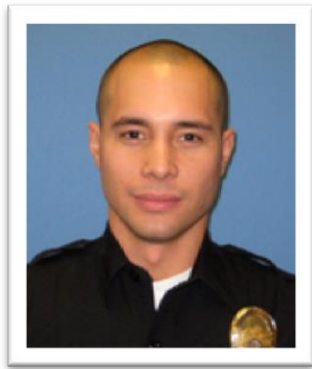


NEWPORT BEACH POLICE DEPARTMENT OFFICE OF THE CHIEF OF POLICE

TO: Dave Kiff, City Manager
FROM: Jay R. Johnson, Chief of Police
DATE: January 23, 2015

SUBJECT: CITY MANAGER'S NEWSLETTER

NBPD Welcomes a New Officer



I am pleased to welcome new Police Officer Jonathan Curtin to the Department. Jonathan was hired in June 2014 as a Recruit and graduated from the Orange County Sheriff's Regional Training Academy last week. He has been assigned to the Patrol Division with a Field Training Officer.

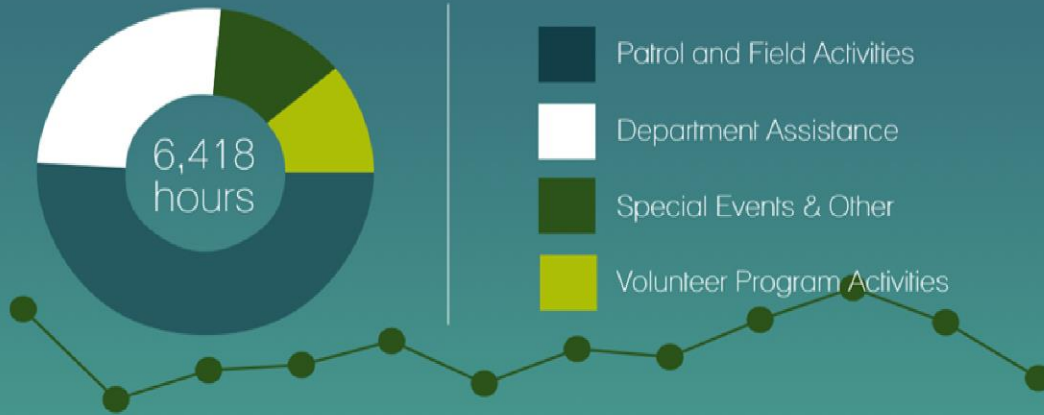
Jonathan was born in Yorba Linda and raised in Huntington Beach. After graduating from Marina High School, he obtained his Bachelor's Degree in Communication Studies from California State University, Long Beach. Jonathan currently lives in Huntington Beach and enjoys running, softball, motorsports, and mountain biking in his free time.

Please join me in welcoming Officer Curtin to the NBPD family.

Volunteer Recognition

Last year, our Volunteers in Policing (VIP) Program donated over 6,400 hours to the Department and to the Community. So, what did they do during those thousands of hours? Over 1,600 hours were spent assisting personnel inside the Department with tasks as varied as Station Tours, LiveScan fingerprinting, data entry, filing, and restocking supplies. The majority of the Volunteers' time – more than 3,200 hours – was spent in the field: performing Vacation Checks while residents were out of town, distributing Crime Alerts, and assisting thousands of citizens with their questions and concerns. An additional 806 hours were spent working Special Events throughout the City to augment our paid employee deployment. Some additional highlights are included in the infographic on the next page.

2014 VIP Statistics



Patrol Activities



2,575
Vacation Checks



4,357
Crime Alerts



2,616
Citizens Assisted

Breakdown

1,450
Signs Removed



639
Garages Checked



503
Schools Checked



Over the past few weeks, three of our Volunteers also reached significant personal milestones:



Judy Richardson
was awarded a certificate in
recognition of
500 hours of service.



Marc Spiegel
was awarded a lapel pin in
recognition of
2,000 hours of service.



Paul Heller
was awarded a lapel pin in
recognition of
5,000 hours of service.

I would like to congratulate each of these Volunteers on their achievements, and to thank every Volunteer in our VIP Program for their selfless service to our Department, City, and Community.

NBPD Retirees' Association Makes a Difference

The Newport Beach Police Department Retirees' Association recently made a \$1,000 donation to the family of Marine Corps Sergeant Trevor Haskell. Sergeant Haskell, who has served in the Marine Corps for nine years and completed two combat deployments to Iraq and Afghanistan, and his wife have been married for five years. They are raising four children: their two daughters (ages 2 and 4) as well as an 8-year-old daughter and 9-year-old son from a previous marriage. This monetary gift was much appreciated and allowed the family to enjoy a very special holiday season.

Notable Arrest

On Tuesday, January 20 at approximately 3:02 p.m., our Dispatchers received a call that a bank robbery had just occurred at the Bank of America on MacArthur Boulevard. The staff at the bank described a male suspect who had approached a teller window, displayed what appeared to be a firearm, and verbally demanded cash. After receiving the cash, he fled the area in an unknown direction.

Our Officers, supported by Duke (the Orange County Sheriff's Department helicopter), began a search for the suspect. After a short pursuit, we arrested the suspect in Fountain Valley near the intersection of Talbert and Euclid. Further investigation revealed that Mr. Vu Hoan Le, a 39-year-old resident of Garden Grove, had committed the bank robbery using an airsoft gun. Detectives are also investigating Mr. Le's involvement in other possibly-related robberies in the area.



I would like to recognize our Dispatchers for their excellent radio transmissions during this period, and to commend our Officers for their teamwork in apprehending this suspect.



To: Dave Kiff, City Manager
From: David A. Webb, Public Works Director
Date: January 23, 2015

SUNSET RIDGE PARK – WATCH YOUR STEP!

Sunset Ridge Park has been open and bustling with activity since December 2014. Just prior to the park opening, a variety of native plant seeds were used to cover more than five acres of the park. Once these seeds grow, they will provide habitat areas for the federally protected California gnatcatchers as well as other wildlife.

The City asks for your help in allowing these plants to grow and thrive—please keep off the posted sprouting areas.



STREET REPLACEMENT IN CORONA DEL MAR (OCEAN BOULEVARD AND MARGUERITE AVENUE)



The City recently received bids for the Corona del Mar Concrete Street Improvement Project (Phase I). The first phase of this project is located on Ocean Boulevard from Goldenrod Avenue to Marguerite Avenue, and Marguerite Avenue from East Coast Highway to Ocean Boulevard. Proposed improvements consist of removing and reconstructing the existing concrete pavement and deteriorated concrete sidewalks, curbs and driveways, upgrading all curb access ramps to meet current standards, and installing bike racks and a water bottle filling station.

The project was awarded to All American Asphalt by City Council at the January 13 meeting. Construction is expected to start the last week of January and will be completed before the start of summer in order to minimize impacts to visitors and residents in Corona del Mar. Staff will coordinate with the contractor to strategically phase construction activities to reduce impacts to commuters.

Phase II will involve reconstructing the rest of Ocean Boulevard and portions of Carnation Avenue, Fernleaf Avenue and Poppy Avenue. City staff is currently preparing conceptual plans for Phase II.

MONROVIA AVENUE AND 15TH STREET GETS A MAKEOVER!

In November 2014, concrete improvements and paving for the Residential Street Overlay Program was completed along Monrovia Avenue and 15th Street (across from the West Newport Gymnasium and Coastline Community College).

We are happy to report Sierra Landscape Development has now finished the landscaping and irrigation work! As part of the maintenance phase they are responsible for maintaining the new plants in a healthy and weed-free condition for 90 days.

In total, the contractor planted 42 trees and 1,070 shrubs. So far, all new plantings are establishing well and together with the new sidewalk, are providing a beautiful and useful walkway for the community.

The Public Works Department would like to extend a big thanks to Dan Sereno, John Conway and Kevin Pekar of the Municipal Operations Department for their assistance with this phase of the project. The new improvements to the existing dirt shoulder are a major upgrade and have been well received by the community!



To: Dave Kiff, City Manager

From: Laura Detweiler, Recreation & Senior Services Director

Date: January 23, 2015



Bonita Creek Park & Community Center Receives Some TLC

To ensure the safety of participants and keep facilities looking good, the Department maintenance staff recently replaced trash can lids, re-painted railings and steps at the Bonita Creek Park Community Center. Coming soon for Bonita Creek Park is the conversion of two of the three fields to synthetic turf this spring and summer!



Contract Training

On Wednesday, January 21, Stephanie Brown, Teri Craig and Tam Ho attended a workshop on Contract Administration & Management. The training was presented by Mike Kolodisner, CPPO, who has worked as the Contracting Services Manager for the Metropolitan Water District of Southern California and as the Director of Administrative Services and Chief Purchasing Officer for the County of Orange. Discussed:

- Overall description of contract administration and key elements to consider;
- Caveats and pitfalls in contract administration;
- Guidelines for contractor/administrator interaction.
- Conflict of interest rules, state and local laws related to contractor/administrator interaction, rules regarding common law employees;
- Contract monitoring- procedures, techniques, and rules;
- Dealing with change orders;
- Understanding the contract – basic provisions, what they mean, how they are enforced;
- Contract disputes and remedies; and
- Metrics to monitor contract performance.

At the end of the day the City's insurance broker – Alliant came in and reviewed the importance of proper insurance for all vendors. The day ended with a visit from the City Attorney's office regarding the importance of proper contract administration.

Umpire Service for Adult Softball Leagues



This spring, the umpiring services of Major League Softball Inc. (MLS) will be incorporated into the Adult Softball League. MLS is well known and utilized in the Southern California softball industry including Long Beach, Anaheim, Garden Grove, Orange and Fullerton leagues. MLS will expand and train a larger pool of umpires which will help raise the quality and consistency of the service. In addition, MLS will provide a Crew Chief that will visit fields and provide additional game supervision, assistance with field and player related issues and evaluate each umpire's level of service and knowledge. The Department looks forward to having MLS's established presence in the industry and high quality of service in the leagues.



Meet and Greet with Canine Companions

Thursday, January 29, 10-11 am, OASIS courtyard - FREE

Join us as we welcome Canine Companions for Independence (CCI). CCI is a non-profit organization that enhances the lives of people with disabilities by providing highly trained assistance dogs and ongoing support to ensure quality partnerships. CCI will be at OASIS sharing information about the organization and introducing some of its newest puppies in training.



Get Heart Health in February (Hoag Medical Lecture and Screening)

Presented by Ehab Mady, D.O.

Wednesday, February 4, 1-2 pm, OASIS, Room 1 - FREE

Join us for a short presentation on peripheral arterial disease (PAD) and who may be at an increased risk. Those at a higher risk include seniors 65 and older, smokers and diabetics. Immediately following the presentation, Hoag will offer a free PAD screening to attendees. The screening entails checking the blood pressure in the arm and ankle. Please dress comfortably. Registration is REQUIRED; please call (800) 514-4624 to RSVP.



Architecture in the OC

Presented by Richard Dodd

Wednesday, February 4 at 3:00pm - FREE

Join Richard Dodd, architect and Orange County native on a visual road trip through Orange County's architectural history including unique structures such as the Mushroom House and the Witches House in Laguna Beach. These homes tell stories about the development of Orange County communities into the world we know today. Registration is REQUIRED; please call 949-644-3244.



Lunar New Year @ the OASIS

Wednesday, February 18 at 4:00pm - \$5/person

2015 is the year of the sheep. Come join us for a special event to celebrate the Lunar New Year. The event will feature light refreshments and a performance by the Shaolin Lion Dancers.



Welcome Back!

The Youth Programs Division is pleased to welcome back Senior Recreation Leader, Shannon Gulickson! Shannon began working for us in 2010 as a Recreation Leader in the Preschool 101 and Summer Day Camp programs. After a short break away, she has returned to run the Newport Coast Community Center Preschool 101 program. Welcome back Shannon!



In Search Of A Few Good Volunteers...

The City of Newport Beach is always looking for volunteers to aid in the accomplishment of our mission of building better citizens through outreach, education, and service. Many opportunities are available; Education Volunteers will work directly with the ISOpod and its educational programs. The ISOpod is a unique experience bringing the tidepools and sealife directly to the classroom. Because our programs utilize live aquatic animals, the priority is always the health and wellness of our tanks and marine life. For full descriptions of positions, intern responsibilities, inquiries, or more information, contact Natural Resources Coordinator, Shayna Foreman at sforeman@newportbeachca.gov or (949) 644-3037.



Fitness Challenge Winners

The OASIS Senior Center encourages fitness in fun challenges. Below the winners of the *12 Days of Fitness Challenge* are listed. Congratulations to them for accomplishing their goals!

**12 DAYS OF FITNESS
HOLIDAY CHALLENGE
WINNERS**


19 Goal Reachers:

| | |
|--------------------------|----|
| Doug Coulter | 22 |
| Julia Coulter | 15 |
| Tim Deal | 23 |
| Jill Deal | 25 |
| Cindy Dillman | 12 |
| Christine Fluor | 13 |
| Judy Hay | 12 |
| Cynthia Hiland | 15 |
| Jane Houmes | 18 |
| Maysoun Khoury | 12 |
| Barry Leshowitz | 14 |
| Barbara Reber | 20 |
| Richard Rhone | 23 |
| Martin Rubin | 23 |
| Sheri Schneekluth | 13 |
| Richard Schneider | 16 |
| Catherine Scruggs | 13 |
| Dick Wright | 13 |
| Lilian Zeidan | 13 |

Through random drawing, our selected **WINNERS** are:

- Lilian Zeidan
- Maysoun Khoury
- Richard Schneider
- Christine Fluor
- Julia Coulter
- Richard Rhone

Winners will be contacted with information regarding which trainer will be selected for their **FREE 30 Minute Training!**




Something to Ponder

“The more you like yourself, the less you are like anyone else, which make you unique.”

-Walt Disney



Things To Do In Newport Beach:

| | | |
|--------------------------|-------------------------|---|
| <input type="checkbox"/> | Thurs. 1/29 10-11am | Meet and Greet with Canine Companions OASIS - 801 Narcissus Ave FREE |
| <input type="checkbox"/> | Sun. 2/1 2-3pm | Sunday Musicale - Alma Quartet Central Library - For more information, visit www.newportbeachlibrary.org |
| <input type="checkbox"/> | Wed. 2/4 4-5:30pm | Lecture: Get Heart Health in February OASIS - 801 Narcissus Ave FREE |
| <input type="checkbox"/> | Wed. 2/4 3pm | Architecture in the OC OASIS - 801 Narcissus Ave FREE |
| <input type="checkbox"/> | Sat, 2/7 4:30-6:30pm | Buck Gully Reserve Upper Loop NCCC - 6401 San Joaquin Hills RD FREE |
| <input type="checkbox"/> | Wed. 2/18 4pm | Lunar New Year @ the OASIS OASIS - 801 Narcissus Ave \$5/person |
| <input type="checkbox"/> | Fri. 2/27 2pm | Lecture: Pain, Pain Go Away OASIS - 801 Narcissus Ave FREE |