

MINUTES
PARKING & MAIN STREET COMMISSION
March 13, 2008

A regular meeting of the Parking and Main Street Commission of the City of Garden Grove scheduled to be held in the Council Chamber at 11300 Stanford Avenue, Garden Grove, on March 13, 2008. The meeting commenced at 7:30 a.m. by the Secretary.

ROLL CALL:

PRESENT: Chairperson, Curt Radi
Commissioner Gary Brown
Commissioner Audrey Pecor
Commissioner, David Zlaket
Vice Chair, J. J. Jauregui
Commissioner Hooshang Farahmond
Commissioner Rebecca Weimer

ALSO PRESENT: Ron Meislahn, Facilities Manager
Carolyn Melanson, Recording Secretary
Joy Getz, Finance

PLEDGE OF ALLEGIANCE

Chairperson Radi led the Pledge of Allegiance.

APPROVAL OF MINUTES

January 10, 2008

Commissioner Brown motioned to approve the minutes. Commissioner Zlaket seconded the motion. All commissioners voted aye to approve the minutes.

ITEMS FOR DISCUSSION:

ITEM NO. 1 - Revenue and Expenditure Statements for November and December 2007

Commissioner Brown asked how revenues for Fund 531 were attained. Joy Getz, Finance Representative noted that these funds are attained through an assessment of property owners in the Parking and Main Street district. Commissioner Brown also asked if these funds could be transferred. The funds cannot be transferred.

Commissioner Brown made a motion to approve the November, December 2007 expenditure statements. Commissioner Zlaket seconded the motion and all voted aye for approval.

ITEM NO. 2 – 2008/09 Budget Approval

Commissioner Brown asked if the maintenance and lighting of the arches was included in the new budget. Mr. Meislahn indicated the budget did not include the arches, as the City was not aware of the project. Commissioner Brown also asked who would be paying for the electricity. Mr. Weimer replied that the City would be paying for the electricity.

Commissioner Brown motioned to accept Fund 531 of the 2008/09 budget. Commissioner Weimer seconded the motion and all voted aye to approve.

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Audience member, **Scott Weimer, 12866 Main Street**, invited representatives from the Farmer's Market to meet with the Main Street Downtown Association regarding the issues of the vendor mix, lack of clean up after events, and the fact that the Farmer's Market had not evolved as was originally proposed. It was requested that the Association solicit the downtown merchants and submit a letter of the various problems and complaints to Roland Chi of the Farmer's Market committee. Commissioner Zlaket stated he would help solicit merchants and write a letter.

Commissioner Brown asked what the current maintenance schedule was. Ron Meislahn noted that the current landscape maintenance crew worked two days a week. He stated that the landscape company (Yamamoto) had a current 10-year contract with the City to handle the Parking and Main Street District; however, the City was currently out to bid for new landscape contractors due to the rising cost for the services.

ITEM NO. 3 – Criteria List Updates

Commissioner Brown stated that a letter was submitted to the Strawberry Festival Foundation requesting grant monies for the upgrade of benches, trash, and etc. on Main Street. Recently the Foundation contacted Commissioner Brown to indicate that the foundation declined the grant with no reason given. Commissioner Zlaket and Commissioner Brown were going to send letters to service clubs for their consideration.

ITEM NO. 4 – Main Street Arches

Ron Meislahn stated to the Commission that neither the City nor City Council had been approached regarding this matter; therefore, staff was unable to comment on this item at this time. The arches were subject to all normal processing.

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Audience member, **Scott Weimer, 12866 Main Street**, noted that several plans and ideas were entertained for the proposed Arches on Main Street and the Downtown Merchants Association made a choice, therefore, introduced plans by Dan MacLeith of Pacific Westline. Copies of the initial plans were passed to the Commissioners.

Mr. McCleath indicated two arches located on the north and south sides of Main Street were proposed. Sizes were slightly different in order to span the respective locations. He noted two large holes would be filled with concrete to accommodate the bases; and there would be lights on top for effect rather than lighting. The arches would be two sided, with strawberries, vines, and leaves incorporated into the design. The design would also be painted, respectively. There would be anchor poles for banners at the anchor points and small banner poles on the sides as well. Mr. MacLeith also noted that the sign might need to be painted and letters replaced every eight (8) to ten (10) years.

Commissioner Farahmond asked if there were other designs to choose from. Mr. Weimer clarified that the Commission had been invited to share in the selection process with the Association.

Commissioner Pecor asked who would be liable for the arches. Mr. Weimer indicated it would be the City's liability as a public monument.

Chairperson Radi clarified that this project would need to be completed as of December 31, 2008 or the funds would divert back to the County of Orange.

Commissioner Brown asked for other potential restrictions regarding the arches before voting such as, power to the arches and/or the cost to hook up electricity. Mr. Weimer responded that there was power to the bollards and one of those bollards could be removed with the power routed to the arches. He also clarified that at this time, the Association was only asking for the Commission's acceptance of the renderings of the arches.

Commissioner Weimer motioned to accept the rendering of the arches. Commissioner Pecor seconded the motion. All voted aye to approve the rendering of the arches.

OTHER MATTERS

Audience member, **Peter Katz, 12877 Main Street**, requested that the Commission consider a resolution to explore the idea of an entertainment zone on Main Street that asks staff to do a study on the feasibility of said resolution. The Commission and staff received copies of a resolution. Chairperson Radi requested that this resolution be placed on the agenda for the next meeting on May 8th. It was also requested that Ron Meislahn seek information regarding changing the Conditional Use Permit for the Parking and Main Street Commission to be more flexible with entertainment.

A second item was introduced by **Mr. Katz** regarding the GO PROJECT to encourage the City to include the Parking and Main Street District listed as "Civic Center" in the rail route stop.

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The third item introduced by **Mr. Katz** noted the problem with protestors on Main Street. It was discussed that the City Attorney instructed the Police Department not to write citations to the protestors. **Mr. Katz** asked the Commission to ask Mr. Meislahn to find out why the City Attorney was taking this stand. Mr. Meislahn noted that anyone on the Commission would be able to contact the City Attorney's office directly.

Commissioner Brown suggested that the merchants on Main Street compose a letter to present to City Council to obtain their interest and compassion in this matter.

Commissioner Juaragui indicated that approximately nine streetlights on Main Street were not working. Mr. Meislahn indicated he would take care of that. He also noted that he was working on fixing the bollards, which was a process that encompasses the coordination of four different divisions.

Commissioner Zlaket asked what happened to the flags. The Elks took them down. The individual who replaces them was out due to a stroke.

Commissioner Juaragui shared that Mr. John Pantaz passed away approximately a month and a half ago.

Commissioner Weimer asked about the status of the building on 12389 Main Street. Ron Meislahn indicated he was unaware of the work happening at that location.

ADJOURNMENT

A motion was made by Commissioner Zlaket, seconded by Commissioner Pecor and carried by unanimous vote of those present to adjourn the meeting. The meeting was adjourned at 9:02 a.m.

Respectfully submitted,

Carolyn Melanson

Carolyn Melanson, Recording Secretary

VEHICLE PARKING DISTRICT NO. 2
REVENUES AND EXPENDITURES STATEMENT

JANUARY 2008

<u>Fund 531 - Maintenance</u>	2007/2008 <u>Budget</u>	<u>Period</u>	33.30% <u>of the YTD</u>	
<u>Balance 7/1/07</u>				\$ 138,662.27
<u>Revenues</u>				
Assessments	\$ 465.00	27.28	255.66	
Interest	<u>5,750.00</u>	<u>775.83</u>	<u>3,576.13</u>	
Total	\$ 6,215.00	803.11	3,831.79	<u>3,831.79</u>
			Total Available	\$ 142,494.06
<u>Expenditures</u>				
General Maintenance/ Street Sweeping	\$ 3,000.00	-	1,161.14	
Administrative Support	227.00	18.92	132.44	
Insurance	<u>231.00</u>	<u>19.25</u>	<u>134.75</u>	
Total	\$ 3,458.00	38.17	1,428.33	<u>1,428.33</u>
Fund Balance				<u>\$ 141,065.73</u>
 <u>Fund 532 - Acquisition</u>				
<u>Balance 7/1/07</u>				\$ 25,611.48
<u>Revenues</u>				
Assessment	\$ 950.00	52.01	514.00	
Total	\$ 950.00	52.01	514.00	<u>514.00</u>
			Total Available	\$ 26,125.48
<u>Expenditures</u>				
Administrative Support	\$ 80.00	6.67	46.69	
Insurance	<u>30.00</u>	<u>2.50</u>	<u>17.50</u>	
Total	\$ 110.00	9.17	64.19	<u>64.19</u>
Fund Balance				<u>\$ 26,061.29</u>

CITY OF GARDEN GROVE
 MAIN STREET MAINTENANCE DISTRICT NO. 1
 REVENUES AND EXPENDITURES STATEMENT

JANUARY 2008

<u>Fund 533 - Main Street</u>	<u>2006/2007 Budget</u>	<u>Period</u>	<u>33.30% of the YTD</u>	
<u>Balance 7/1/07</u>				\$ 9,739.08
<u>Revenues</u>				
Assessments	\$ 26,700.00	5.08	18,976.69	
Interest	<u>1,000.00</u>	<u>86.20</u>	<u>213.56</u>	
Total	27,700.00	91.28	19,190.25	<u>19,190.25</u>
			Total Available	\$ 28,929.33
<u>Expenditures</u>				
Trash pick up	-	-	2,190.28	
General Maintenance	\$ 6,400.00	1,164.20	6,882.57	
Street Improvements	\$ -		-	
Street Lighting	1,700.00	231.04	1,140.95	
Street Cleaning	900.00		345.00	
Tree Trimming	1,400.00		-	
Professional Services	3,500.00		-	
Administrative Support	3,893.00	324.42	2,270.94	
Insurance	<u>732.00</u>	<u>61.00</u>	<u>427.00</u>	
Total	\$ 18,525.00	\$ 1,780.66	13,256.74	<u>13,256.74</u>
Fund Balance				<u>\$ 15,672.59</u>

VEHICLE PARKING DISTRICT NO. 2
REVENUES AND EXPENDITURES STATEMENT

FEBRUARY 2008

<u>Fund 531 - Maintenance</u>	2007/2008 <u>Budget</u>	<u>Period</u>	33.30% <u>of the YTD</u>	
<u>Balance 7/1/07</u>				\$ 138,662.27
<u>Revenues</u>				
Assessments	\$ 465.00	1.18	256.84	
Interest	5,750.00	678.80	4,254.93	
Total	\$ 6,215.00	679.98	4,511.77	4,511.77
			Total Available	\$ 143,174.04
<u>Expenditures</u>				
General Maintenance/ Street Sweeping	\$ 3,000.00	144.00	1,305.14	
Administrative Support	227.00	18.92	151.36	
Insurance	231.00	19.25	154.00	
Total	\$ 3,458.00	182.17	1,610.50	1,610.50
Fund Balance				\$ 141,563.54
 <u>Fund 532 - Acquisition</u>				
<u>Balance 7/1/07</u>				\$ 25,611.48
<u>Revenues</u>				
Assessment	\$ 950.00	2.32	516.32	
Total	\$ 950.00	2.32	516.32	516.32
			Total Available	\$ 26,127.80
<u>Expenditures</u>				
Administrative Support	\$ 80.00	6.67	53.36	
Insurance	30.00	2.50	20.00	
Total	\$ 110.00	9.17	73.36	73.36
Fund Balance				\$ 26,054.44

CITY OF GARDEN GROVE
 MAIN STREET MAINTENANCE DISTRICT NO. 1
 REVENUES AND EXPENDITURES STATEMENT

FEBRUARY 2008

<u>Fund 533 - Main Street</u>	<u>2006/2007 Budget</u>	<u>Period</u>	<u>33.30% of the YTD</u>	
<u>Balance 7/1/07</u>				\$ 9,739.08
<u>Revenues</u>				
Assessments	\$ 26,700.00	-	18,976.69	
Interest	<u>1,000.00</u>	<u>75.42</u>	<u>288.98</u>	
Total	27,700.00	75.42	19,265.67	<u>19,265.67</u>
			Total Available	\$ 29,004.75
<u>Expenditures</u>				
Trash pick up	-	7.22	2,197.50	
General Maintenance	\$ 6,400.00	1,164.20	8,046.77	
Street Improvements	\$ -		-	
Street Lighting	1,700.00	236.65	1,377.60	
Street Cleaning	900.00		345.00	
Tree Trimming	1,400.00		-	
Professional Services	3,500.00		-	
Administrative Support	3,893.00	324.42	2,595.36	
Insurance	<u>732.00</u>	<u>61.00</u>	<u>488.00</u>	
Total	\$ 18,525.00	\$ 1,793.49	15,050.23	<u>15,050.23</u>
Fund Balance				<u>\$ 13,954.52</u>