



CITY MANAGER'S WEEKLY REPORT

- FULLERTON, CALIFORNIA -

March 13, 2020

City Postpones/Cancel Public Gatherings in Accordance with State Recommendations

The City of Fullerton has canceled and/or postponed several large and small public gatherings effective immediately following the release of guidelines from the California Department of Public Health aimed at slowing the transmission of COVID-19 (coronavirus).

The state recommendations include postponing or canceling large gatherings of 250 people or more, postponing or canceling smaller gatherings in venues that do not allow social distancing, and limiting gatherings of high-risk individuals to no more than 10 people, through the month of April unless otherwise directed by State Department guidelines.

Please visit www.cityoffullerton.com/coronavirus to stay up-to-date on the latest news and recommendations regarding COVID-19.

Based on these recommendations:

- **Canceled Large Events:** City will postpone or cancel several upcoming, City-sponsored community events where 250 people or more were expected to attend. This includes the opening reception of the Golden Legacy exhibit on March 14th at the Fullerton Museum, Thursday Farmers Markets in Downtown Fullerton until April 30th, the State of the City event for April 16th, We Are Fullerton on April 18th, Kids Fishing Derby Day on April 4th, and Love Fullerton on April 25th.
- **Senior Services and Programs:** to reduce potential exposure among high-risk individuals as described and recommended by the California Department of Public Health guidelines, senior services in the Community Center are closed until April 30th. All senior services and programs are canceled with the exception of those considered vital until April 30th:
 - ◊ Meals on Wheels will be on a pick-up base only, no congregating will be allowed. Alternative meal options will be announced in the future
 - ◊ Senior tax services will continue on an appointment only basis.

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City Manager's Message *(continued)*

- **City Facilities:** City Hall will remain open at this time. The Fullerton Museum Center will remain closed to the public effective immediately until April 30th. Some events, services and meetings may be canceled or postponed if the space does not allow participants to practice social distancing. **Please see the attached list of events for more detailed information on cancelations and postponements.**
- **Facility Rentals:** Private events scheduled at indoor and outdoor City facilities (such as weddings, memorials, church services and sports leagues) will continue at the discretion of the organizers. The City will continue to work with organizations based on potential changes to the State Departments guidelines.
- **After School Programming:** At this time, ASES programming will continue to run, pending any further school district guidance. Other after school programs taking place at Gilbert and Garnet are canceled until April 30th. Spring Break camps scheduled for March 23rd to the 28th at Hillcrest, Gilbert and Garnet are canceled.
- **Indoor Recreation:** All indoor recreation classes are canceled until April 30th. Shower rooms and lockers are closed until further notice.
- **Organized Outdoor Sports:** We encourage outdoor recreation groups that utilize City fields and facilities to adhere to the State Department's guidelines of social distancing.
- **Library Services:** The Fullerton Public Library will remain open for the circulation of library materials only, no congregating will be allowed. Passport services will remain open. All programming has been canceled and computer lab access is closed until April 30th.
- **City Council, Commission and Committee Meetings:** City Council meetings will take place as scheduled. Some commission and committee meetings are canceled. Notices will be sent advising of which meetings are canceled. Meetings that are not canceled will be run using the State Department's social distancing standard of six -feet. An alternative to in-person public comments is available. Please submit any comments to cityclerkoffice@cityoffullerton.com.

While we recognize the impact that these steps will have on many of our residents, our first priority is the safety and health of our community. We are following the California Department of Public Health guidelines, to help slow the transmission of COVID-19.

In addition to limiting public gatherings, the City is taking additional steps at its facilities to reduce transmission of the virus:

- **Sanitation and Cleaning:** Cleaning crews at City facilities and Parks are using heavy-duty disinfectant in areas with high levels of public contact, such as front counters. Janitorial staff is also taking measures to ensure that points of frequent contact, such as door knobs, restroom push plates, and elevator call buttons, are being disinfected on a regular basis.
- **Following CDC and State Department of Public Health Guidelines:** Wherever possible, the City will encourage social distancing, such as rearranging furniture in public waiting areas to allow more space between visitors.

City officials are in close contact with public health officials at St. Jude Medical, the Orange County Health Care Agency, the California Department of Public Health, surrounding public safety officials and will continue to adjust practices as federal, state, and county official guidelines are updated in the coming days and weeks.





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City Manager's Message *(continued)*

City Meeting Cancellations & Postponements

City of Fullerton Meetings and Events

CANCELED		
Event Name	Date	Time
Museum Golden Legacy exhibit	3/14/2020	7:00pm
Community Development Citizens Committee	3/16/2020	6:30pm
FMCA Monthly Board Meeting	3/16/2020	7:00pm
Planning Commission	3/18/2020	6:30pm
Active Transportation Committee	3/18/2020	5:00pm
Wednesday Farmers Market	3/18/2020	8:00am
Spring Break Camps (Hillcrest, Gilbert and Garnet)	3/23/2020	
Wednesday Farmers Market	3/25/2020	8:00am
Community Development Citizens Committee	3/30/2020	6:30pm
Wednesday Farmers Market	4/1/2020	8:00am
Thursday Farmers Market	4/2/2020	4:00pm
Museum Open Mic Night	4/3/2020	7:00pm
Fishing Derby at Laguna Lake	4/4/2020	8:30am
Wednesday Farmers Market	4/8/2020	8:00am
Thursday Farmers Market	4/9/2020	4:00pm
Museum Creative Co-Op	4/10/2020	7:00pm
Parks and Recreation Commission	4/13/2020	6:30pm
Wednesday Farmers Market	4/15/2020	8:00am
Thursday Farmers Market	4/16/2020	4:00pm
State of the City	4/16/2020	10:00am
We Are Fullerton - Fullerton Collaborative	4/18/2020	10:00am
Wednesday Farmers Market	4/22/2020	8:00am
Thursday Farmers Market	4/23/2020	4:00pm
Love Fullerton	4/25/2020	8:00am
Wednesday Farmers Market	4/29/2020	7:00am
Thursday Farmers Market	4/30/2020	4:00pm

POSTPONED	
Event Name	Date
Fishing Derby at Laguna Lake	TBD
Citizens Academy	Summer
Magical Art of Mary Blaire	TBD
Cannabis Outreach Meeting	TBD





CITY COUNCIL MEETING REVIEW

CLOSED SESSION SCHEDULED FOR 5:00 PM

- There are five **Closed Session** items scheduled:
 - 1 Real Property negotiation item related to the Sunny Hills Church of Christ
 - 1 Labor Negotiation item (Fullerton Municipal Employees Federation, Fullerton Management Association) related to landscaping services
 - 3 Existing Litigation items (Air Combat USA v. City of Fullerton, et al; Joshua Ferguson v. City of Fullerton and City of Fullerton v. Friends of Fullerton's Future, Joshua Ferguson and David Curlee; and, Michael Ramos v. Near Cal Corporation, et al)
- There are no **Presentations** planned.
- There are no **Appointments** scheduled.
- The **Consent Calendar** includes:
 - March 3, 2020 Meeting Minutes
 - February 2020 Check Register
 - Personnel Management System Changes Relating to Establishment of a Buyer Series
 - Disadvantaged Community Involvement Program Technical Assistance Sub-Grant Agreement from Santa Ana Watershed Project Authority (SAWPA) - \$100,000 Grant
 - California Water / Wastewater Agency Response Network Mutual Assistance Agreement
 - General Fund Unassigned Fund Balance to Support Emergency Preparedness Efforts and Increase in Custodial Contract
 - 2019 Annual Housing Element Progress Report
 - Municipal code Amendment Pertaining to Amending State Speed Limits
 - Non-Disclosure Agreement with Orange County Water District related to Potential Per- and Polyfluoroalkyl Substances (PFAS) Litigation





CITY COUNCIL MEETING REVIEW

(continued)

PORAC Retiree Medical Trust Joinder Application and Agreement between City of Fullerton, Fullerton Police Officers' Association—Police Safety Unit and PORAC Retiree Medical Trust

Authorization for Public Works Director to Execute Master Agreement and Program Supplements for Federal- and State-Funded Projects

- There are no **Public Hearing** items scheduled.
- There are three **Regular Business** items scheduled:

Tenant Based Rental Assistance Guidelines to Expand Eligible Participants to Include Senior Veterans and Clarify Other Program Guidelines. Consideration of amendments expanding eligible participants to include qualifying senior veterans citywide and qualifying disabled residents living in Rancho La Paz or Rancho Fullerton mobile home parks under 55 years old and clarification of program guidelines regarding minimum income and asset requirements.

Road Maintenance and Rehabilitation (SB-1) Account Funds Allocation Fiscal Year 2020-21—Euclid Street (Fern Drive to Bastanchury Road) and Orangethorpe Avenue (Woods Avenue to Highland Avenue). This action would identify these streets as the roadway segments planned for rehabilitation and funded by Road Maintenance and Rehabilitation Account, also known as Senate Bill 1 (SB 1).

Revision to Compensation for Confidential / Non-represented Employees. Proposed revision to Resolution Relating to Compensation for Confidential / Non-represented employees: Administrative Assistant/Human Resources, Human Resources Technician I, Human Resources Technician II, Payroll Technician I, Payroll Technician II, Employee Benefits Specialist, Executive Assistant, Human Resources/Risk Management Analyst, Budget Analyst, Public Information Coordinator, Human Resources Manager I, Human Resources Manager II, Fiscal Services Manager, Risk Manager, City Clerk/Clerk Services Manager and Assistant to the City Manager/Economic Development Manager.





CITY COUNCIL MEETING REVIEW

(continued)

Agenda Forecast for Tuesday, April 7, 2020 is:

(Please note that the Agenda Forecast is a best attempt to list those items that are planned to be included on a future agenda. Due to differing circumstances, items may be included on the forecast but moved to a subsequent meeting. Items may also be added at the last moment, and therefore not on the forecast. Items not listed in any form of priority or placement on agenda.)

City Council Meeting Minutes

Code Enforcement Policy and Procedures

Fireworks Fee Resolution

Resolution of Intention to Amend Title 15 of the Fullerton Municipal Code Pertaining to Regulations for Billboards Citywide



Human Resources

Employment Opportunities

[Community Services Leader Series](#)

- Non-Regular (At Will/Non-Benefited) - \$12.00—\$12.50 Hourly
- Department: Parks and Recreation

[Community Services Specialist Series](#)

- Non-Regular (At Will/Non-Benefited) - \$12.75 - \$13.25 Hourly
- Department: Parks and Recreation

[Fire Department Utility Worker](#)

- Non-Regular (At Will/Non-Benefited) - \$12.00 - \$13.00 Hourly
- Department: Fire

[Housing Programs Assistant](#)

- Full Time— \$4,559.88—\$5,819.67 Monthly
- Department: Community & Economic Development

[Police Cadet](#)

- Non-Regular (At Will/Non-Benefited) - \$12.50—\$14.00 Hourly
- Department: Police

[Police Officer Lateral/Academy Trained](#)

- Full Time - \$5,986.93 - \$7,640.53 Monthly
- Department: Police

[Senior Parks & Recreation Specialist I/II](#)

- Non-Regular (At Will/Non-Benefited) - \$14.75—16.25 Hourly
- Department: Parks and Recreation

[Senior Planner](#)

- Full Time — \$6,809.40 — \$8,276.84 Monthly
- Department: Community & Economic Development

Apply today at www.governmentjobs.com/careers/fullerton



Public Works

Meter Shop & Water Production

Meter Shop

Meter Shop staff perform meter reading duties and respond to service calls during normal hours of operation and callouts after hours. In addition, they also turn water services on or off based on residents' needs, post water service accounts, replace water meters, water meter boxes/lids and perform repairs/tests on water meters.

Meter Shop Summary (2/29-3/6/2020)	
Callouts	6
Service Calls	34
Meter Reads	4,838
On/Off	57
Postings	3
Lid/Box Replacements	10
Meter Repairs/Tests	6
Meter Replacements	56

Water Production

Staff perform a variety of field lab sampling as required by the state of California. This includes water samples from our wells, reservoirs and water distribution system. Control valves and plug valves regulate water between different pressure zones or elevations within the water system and require preventative maintenance (PM). Well production is a total of gallons produced from City water wells, and MWD production gallons reflect water purchased from Metropolitan Water District.

Water Production Summary (2/29-3/6/20)	
Volatile Organic Compounds/	191
General Physical Samples	
Bacteriological Samples	30
Control Valve PM	0
Plug Valve PM	0
Well Production Gallons	96,090,000
MWD Production Gallons	38,813,720



Public Works

Water Distribution

Water Distribution

This Division is responsible for the maintenance of the water transmission and distribution system that delivers water to City residents, businesses, and industries. The water transmission and distribution system consists of 430 miles of water pipeline, more than 31,500 metered services, 4,000 fire hydrants, and 12,000 valves. On an annual average, we respond to 4,600 underground service alert tickets.

Water Distribution Summary (2/29-3/6/20)

Water Main Breaks	2
Meter Replacement	3
Valve Replacement	1
Replaced Meter Box	1
Replaced Fire Hydrant	1
Fire Hydrant PMs	52
Mainline Valve PMs	87
Fire Hydrant Flushing	52
Respond to Underground Service Alert Requests	112

Locate Ticket Process Change

In accordance with California state law, when a request is made through DigAlert (811), Location Specialists from the City of Fullerton locate City-owned underground utilities, including water, sewer, storm, and electrical lines.

The process in which locate requests are received has changed several times over the years. Most recently, requests were received via email, printed, sorted, prioritized, completed in the field, signed and dated by the locator and stored for five years, as required by law.

Staff worked directly with DigAlert to move to a paperless process to receive, process, and store locate tickets. DigAlert offers a web-based program to streamline this process. The nominal fee for this access also allows for uploading of pictures and better communication with the person requesting the locate. In addition, this new way of processing tickets complies with a forthcoming change to the law beginning January 1, 2021 when "every operator shall supply an electronic positive response through the regional notification center before the legal excavation start date and time."



Police

National Drug Take Back Day

What is National Take Back Day?

A collaborative opportunity for federal and local efforts to promote safe disposal practices of pharmaceutical and over-the-counter products.

Why You Should Participate:

- ◇ FREE
- ◇ Convenient Drop Off location (curbside on Highland Ave-Drive thru)
- ◇ Anonymous
- ◇ No Questions Asked
- ◇ Opportunity to learn more about safe disposal practices
- ◇ Learn about why it is important to get rid of expired, unwanted, or unused prescription and over-the-counter medications
- ◇ Participate in local efforts to prevent prescription drug abuse

NO SHARPS!!

*Drive-thru convenience on Highland Ave.

*For more information contact CSO Wells at 714-738-6779 or email kwells@fullertonpd.org.

The graphic features a white background with a yellow border. At the top, the text "DON'T BE THE DEALER" is written in large, bold, blue and red letters. Below this, a yellow pill bottle is shown tipped over, with several red and blue capsules spilling out. Three groups of capsules are highlighted with yellow brackets and labels: "LOST" (top right), "STOLEN" (middle left), and "MISUSED" (bottom right). At the bottom left, the text "Keep them safe. Clean them out. Take them back." is written in blue. Below that, the date and time "Saturday, April 25 10 a.m. - 2 p.m." are displayed in blue. At the bottom right, the "DEA NATIONAL Rx TAKEBACK" logo is shown in a red and blue oval. At the very bottom, the text "Visit DEATakeBack.com for a collection site near you." is written in blue.



Police

Vehicle Burglaries — Don't Be A Target



The brief moment you are away from your car provides a thief ample opportunity to gain access to your vehicle and steal items left in plain sight. Don't make yourself an easy target by leaving your valuables out in the open!

Remember to lock your vehicle and either remove your belongings or secure them out of public view, preferably in your trunk. Most vehicles that have been burglarized have had a window smashed to obtain items that have been left in plain sight in the vehicle.

The Fullerton Police Department encourages you to remove these items from your vehicle and to be on the lookout and report any suspicious activity immediately at (714) 738-6700. If you have any information regarding potential suspects, call the Property Crimes Sergeant at (714) 738-6580.



@Fullerton_pd



@ Fullerton Police Department



@FPDPIO



City Directory

ADMIN. SERVICES	714-738-6521	FIRE	714-738-6500
AIRPORT	714-738-6323	HOUSING	714-738-6544
BUSINESS REGISTRATION	714-738-6531	HUMAN RESOURCES	714-738-6361
CITY ATTORNEY	714-446-1400	LIBRARY	714-738-6388
CITY CLERK	714-738-6350	MUSEUM	714-738-6545
CITY COUNCIL	714-738-6311	PARKS AND RECREATION	714-738-6582
CITY MANAGER	714-738-6310	POLICE	714-738-6716
CODE ENFORCEMENT	714-738-6553	PUBLIC WORKS—ENG.	714-738-6845
COMMUNITY CENTER	714-738-6575	PUBLIC WORKS—MT.SRV.	714-738-6897
COMMUNITY & ECONOMIC DEVEL.	714-738-6541		

DID YOU KNOW...

Early Fullerton History

Cotton shortages caused by the Civil War and the reconstruction period prompted Domingo Bastanchury to purchase land in the mid-1860s and develop the largest herd of sheep in the area. In this 1890s photo, Bastanchury sheep are being herded through downtown Fullerton toward the train station.

The sheep ranch in northern Fullerton was later converted to a citrus ranch and was once the largest orange grove in the world.



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