

MINUTES OF THE CITY COUNCIL  
CITY OF VILLA PARK, CALIFORNIA

The City Council of the City of Villa Park met in regular session Tuesday, June 25, 2002, at 7:30 PM in the City Council Chambers, 17855 Santiago Boulevard, Villa Park, California.

CALL TO ORDER: Mayor MacAloney called the meeting to order.

ROLL CALL:

COUNCILMEMBERS PRESENT:

Bill MacAloney	Mayor
Bob Bell	Mayor Pro Tem
Rich Freschi	Councilmember
Robert McGowan	Councilmember
Russell Patterson	Councilmember

COUNCILMEMBERS ABSENT:

None

STAFF PRESENT:

George Rodericks	City Manager
Kathy Adrian	City Clerk/Administrative Assistant
Leonard Hampel	City Attorney
Warren Repke	City Engineer

FLAG SALUTE:

Harry Elmendorf, Villa Park resident, led the flag salute.

INTRODUCTIONS AND PRESENTATIONS:

Mayor MacAloney presented a plaque to Anne Schrader, Principal at Villa Park Elementary School, congratulating her on being named 2002 Administrator of the Year by the Orange Unified School District.

ORAL COMMUNICATIONS:

Teri Elmendorf, Camden Circle, announced the grand opening of the Villa Park Medical Group on Saturday, June 29, 2002. She also announced that the doctors in the group would be introduced to the television audience on Villa Park Community Access Television Channel 45 on Wednesday, June 26, 2002 at 7:30 p.m.

Mrs. Elmendorf stated that if anyone is interested in having an event televised on the community access television channel, please contact VPCATV at 998-4880.

CONSENT AGENDA:

It was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried by the following roll call vote to approve Consent Agenda Items 1 through 18, with the deletion of Item No. 3:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

1. Consideration to Waive Reading in Full of All Ordinances on the Agenda. Approved Action: That the City Council waive reading in full of all ordinances on the Agenda.
2. Consideration of City Council Minutes of May 28, 2002. Approved Action: That the City Council approve the Minutes of May 28, 2002.
3. Deleted.
4. Consideration of Resolution No. 2002-2609 Regarding Employment and Salary Rates for all Classes of Employment, Superseding Resolution Nos. 2001-2551 and 2001-2559. Approved Action: That the City Council adopt Resolution No. 2002-2609 Regarding Employment and Salary Rates for all Classes of Employment, Superseding Resolution Nos. 2001-2551 and 2001-2559.
5. Consideration of Resolution No. 2002-2610 Concerning the Status of the Circulation Element for the City of Villa Park for the Purpose of Requalifying for Participation in Measure M Streets and Roads Programs. Approved Action: That the City Council adopt Resolution No. 2002-2610 Concerning the Status of the Circulation Element for the City of Villa Park.
6. Consideration of Resolution No. 2002-2611 Appointing the City Treasurer of the City of Villa Park and Rescinding Resolution No. 2001-2555. Approved Action: That the City Council adopt Resolution No. 2002-2611 Appointing the City Treasurer of the City of Villa Park and Rescinding Resolution No. 2001-2555.
7. Consideration of Resolution No. 2002-2612 Authorizing the Destruction of Certain City Records as Provided by Section 34090 of the Government Code of the State of California. Approved Action: That the City Council adopt Resolution No. 2002-2612 Authorizing the Destruction of Certain City Records as Provided by Section 34090 of the Government Code of the State of California.
8. Consideration of Resolution No. 2002-2613 Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 5, 2002, for the election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities. Approved Action: That the City Council adopt Resolution No. 2002-2613 Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 5, 2002, for the election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities.
9. Consideration of Resolution No. 2002-2614 Requesting the Board of Supervisors of the County of Orange to Consolidate a General Municipal Election to be Held on Tuesday, November 5, 2002, with the Statewide General Election to be Held on the Date Pursuant to Section 10403 of the Elections Code. Approved Action: That the City Council adopt

Resolution No. 2002-2614 Requesting the Board of Supervisors of the County of Orange to Consolidate a General Municipal Election to be Held on Tuesday, November 5, 2002, with the Statewide General Election to be Held on the Date Pursuant to Section 10403 of the Elections Code.

10. Consideration of Resolution No. 2002-2615 Adopting Regulations for Candidates for Elective Office Pertaining to Candidates Statements Submitted to the Voters at an Election to be Held on Tuesday, November 5, 2002. Approved Action: That the City Council adopt Resolution No. 2002-2615 Adopting Regulations for Candidates for Elective Office Pertaining to Candidates Statements Submitted to the Voters at an Election to be Held on Tuesday, November 5, 2002.
11. Consideration of Renewal of Agreement for Engineering Services – Norris Repke. Approved Action: That the City Council approve the Agreement between the City of Villa Park and Norris Repke for engineering services and authorize the Mayor to execute the agreement on behalf of the City.
12. Consideration of Renewal of Agreement for Building Services – Norris Repke. Approved Action: That the City Council approve the Agreement between the City of Villa Park and Norris Repke for building services and authorize the Mayor to execute the agreement on behalf of the City.
13. Consideration of Fifth Amendment to Law Enforcement Services Agreement for Fiscal Year 2002-03 with the County of Orange. Approved Action: That the City Council authorize the expenditure of \$43,500 in SLESF grant funds for Mobile Data Computers and training backfill, and approve the Fifth Amendment to Law Enforcement Services Agreement for Fiscal Year 2002-03 with the County of Orange and authorize the Mayor to execute the Agreement on behalf of the City.
14. Consideration of Street Sweeping Services Agreement – R. F. Dickson Company. Approved Action: That the City Council approve the Street Sweeping Services Agreement with R. F. Dickson Company, and authorize the Mayor to execute the Agreement on behalf of the City.
15. Consideration of Amendment and Restatement of National Pollutant Discharge Elimination System Storm Water Permit Implementation Agreement with the County of Orange. Approved Action: That the City Council approve the Amendment and Restatement of National Pollutant Discharge Elimination System Storm Water Permit Implementation Agreement with the County of Orange, and authorize the Mayor to execute the Agreement on behalf of the City.
16. Consideration of Water Quality Ordinance Implementation Agreement with Orange County Flood Control District. Approved Action: That the City Council approve the Water Quality Ordinance Implementation Agreement with Orange County Flood Control District, and authorize the Mayor to execute the Agreement on behalf of the City.
17. Consideration of List of Demands for May 31, 2002. Approved Action: That the City Council approve the List of Demands for May 31, 2002, numbered 1 through 37 in the amount of \$29,711.90.
18. Consideration of List of Demands for June 25, 2002. Approved Action: That the City Council approve the List of Demands for June 25, 2002, numbered 1 through 32 in the amount of \$188,374.19.

Item No. 3:

Consideration of City Council Minutes of June 11, 2002.

Councilmember Patterson indicated he would abstain from voting on the June 11<sup>th</sup> Town Hall Meeting Minutes as he did not attend the meeting.

It was moved by Mayor Pro Tem Bob Bell, seconded by Councilmember Freschi, and carried by the following roll call vote to approve the Minutes of June 11, 2002:

AYES:	COUNCILMEMBERS:	McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	Patterson

MATTERS PRESENTED BY COUNCILMEMBERS:

Councilmember Freschi:

Councilmember Freschi introduced Nicole Jones, Via Corta, who provided an update on a Halloween Parade being planned for elementary-school-age children. The date will be October 30<sup>th</sup> from 4:30 to 7:30 p.m. in the Ralphs Shopping Center.

CITY COMMISSION AND COMMITTEE REPORTS OR REFERRALS:

Orange County Fire Authority – Mayor Pro Tem Bob Bell

Mayor Pro Tem Bob Bell reported on the Fire Authority's fee schedule update.

Mayor Pro Tem Bob Bell also reported on a Growth Management Area #3 meeting he attended with City Engineer Repke.

Aviation Advisory Committee – Councilmember McGowan

Orange County Regional Airport Authority

Councilmember McGowan discussed recent action of the Board of Supervisors regarding support of the El Toro park project. Due to the City of Irvine and the Board of Supervisors being unable to agree on the agreement for North County Parks, the proposed airport at El Toro is still a possibility.

ITEMS FOR CONSIDERATION: None.

PUBLIC HEARINGS:

Consideration of Resolution No. 2002-2616 Adopting the Budget, Appropriating Revenue and Establishing the Appropriations Limit for Fiscal Year 2002-03.

City Manager Rodericks stated that amendments made by the City Council at the Budget Study Session on June 11<sup>th</sup> have been incorporated into the City of Villa Park's Budget for Fiscal Year 2002-03.

Mayor MacAloney opened the public hearing.

With no public testimony forthcoming, Mayor MacAloney closed the public hearing.

It was moved by Councilmember McGowan, seconded by Councilmember Patterson, and carried by the following roll call vote to adopt Resolution No. 2002-2616 Approving the Budget, Appropriating Revenue and Establishing the Appropriations Limit for Fiscal Year 2002-03:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of First Reading of Ordinance No. 2002-485 Prescribing and Levying Charges for Maintenance of a Sewage Pumping Station for Fiscal Year 2002-03, Approving and Adopting Report and Providing for Collection of Charges on the Tax Roll – Tracts 10523 and 13204.

City Engineer Repke reported that the Council, at its Meeting of May 28, 2002, adopted Resolution No. 2002-2597 Preliminarily Approving and Adopting the Report for Sewer Pump Station Maintenance for Fiscal Year 2002-03 for Tracts 10523 and 13204 and set June 25, 2002 at 7:30 PM for the Protest Hearing. The City has received no comments on the proposed fees.

Mayor MacAloney opened the public hearing.

With no public testimony forthcoming, Mayor MacAloney closed the public hearing.

It was moved by Councilmember McGowan, seconded by Councilmember Patterson, and carried by the following roll call vote to approve First Reading of Ordinance No. 2002-485 Prescribing and Levying Charges for Maintenance of a Sewage Pumping Station for Fiscal Year 2002-03, Approving and Adopting Report and Providing for Collection of Charges on the Tax Roll – Tracts 10523 and 13204:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of Resolution No. 2002-2617 Declaring Conditions Present at 10732 Center Drive, Villa Park, California, to Constitute a Public Nuisance, Ordering the Abatement of Said Nuisance and Assessing the Cost of Abatement.

City Manager Rodericks reported that the City has received numerous complaints regarding storage of two unlicensed and/or inoperable vehicles within the front driveway, storage of trash containers in the front and side yard areas, and inadequately maintained landscaping in the front yard of the property located at 10732 Center Drive.

The Villa Park Municipal Code requires that residential trash and recycling containers be stored in a location that is not visible from the street front. The Code also requires that front yard areas of developed residential property be landscaped and maintained with live plant materials.

Numerous attempts have been made to contact the property owner to bring the property into compliance.

Mayor MacAloney opened the public hearing.

With no public testimony forthcoming, Mayor MacAloney closed the public hearing.

Following discussion, it was moved by Councilmember Patterson, seconded by Councilmember Freschi, and carried by the following roll call vote to adopt Resolution No. 2002-2617 Declaring Conditions Present at 10732 Center Drive, Villa Park, California, to Constitute a Public Nuisance, Ordering the Abatement of Said Nuisance and Assessing the Cost of Abatement:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of Conditional Use Permit No. 0486 for a Three-Car Garage Addition Creating Five Garage Spaces on the Property – Location: 18231 Abbott Lane; Applicants: Steve and Lani Russo.

City Manager Rodericks reported that the applicants are requesting permission to construct a three-car garage addition attached to the main dwelling unit that will create a total of five garage spaces on the property.

The City of Villa Park Municipal Code requires that a Conditional Use Permit be obtained for any newly constructed garages that would bring the total number of garage stalls to 4 or more or where garage doors are 8 feet or more in height.

The proposed garage would contain 730 s.f. and would comply with the lot coverage, gross floor area and building setback and height requirements.

Mayor MacAloney opened the public hearing.

Steve Russo, applicant, spoke in support of his request.

Mayor MacAloney closed the public hearing.

Following discussion, it was moved by Mayor Pro Tem Bob Bell, seconded by Councilmember Freschi, and carried by the following roll call vote to adopt Resolution No. 2002-2618 approving Conditional Use Permit No. 0486 for a Three-Car Garage Addition Creating Five Garage Spaces on the Property, With Conditions – Location: 18231 Abbott Lane; Applicants: Steve and Lani Russo:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of Conditional Use Permit No. 0487 for a Detached Garage – Location: 9851 Center Drive; Applicants: Frank and Shannon Urbano.

City Manager Rodericks stated that the applicants are requesting permission to construct a new detached garage, a portion of which will be used as a home office. They are planning to convert the existing garage space to a workout room.

The proposed garage/office would contain 995 s.f. and would comply with the lot coverage, gross floor area and building setback and height requirements.

Mayor MacAloney opened the public hearing.

Ralph Ringo, 2144 Orange Avenue, Costa Mesa, representing Mr. and Mrs. Urbano, answered questions from the City Council.

With no further testimony forthcoming, Mayor MacAloney closed the public hearing.

Following discussion, it was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried by the following roll call vote to adopt Resolution No. 2002-2619 approving Conditional Use Permit No. 0487 for a Detached Garage, With Conditions – Location: 9851 Center Drive; Applicant: Frank and Shannon Urbano. Condition #3 shall be amended as follows:

“If a business is to be conducted, all necessary requirements shall be met and a business license obtained for the home office portion of the proposed structure.”

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of Conditional Use Permit No. 0488 for a Detached 4-Car Garage – Location: 9892 Colony Grove; Applicants: Daniel and Pamela Burns.

City Manager Rodericks reported that the applicants are requesting permission to construct a new detached 4-car garage. The property owners intend to use half of the proposed structure for hobbies and half for parking.

The applicants are also requesting permission to allow a total of 5 garage stalls on the property.

The City of Villa Park Municipal Code requires that a Conditional Use Permit be obtained for any newly constructed garages that would bring the total number of garage stalls to 4 or more or where garage doors are 8 feet or more in height.

The proposed garage and hobby area would contain 888 s.f. and would comply with the lot coverage, gross floor area and building setback and height requirements.

Mayor MacAloney opened the public hearing.

With no testimony forthcoming, Mayor MacAloney closed the public hearing.

It was moved by Councilmember Freschi, seconded by Councilmember Patterson, and carried by the following roll call vote to adopt Resolution No. 2002-2620 approving Conditional Use Permit No. 0488 for a Detached 4-Car Garage, With Conditions – Location: 9892 Colony Grove; Applicant: Daniel and Pamela Burns:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of After-the-Fact Conditional Use and Variance Application No. 0489 to Permit a Detached Patio Cover Encroaching into the Side Yard Setback Area – Location: 18941 El Moro Way; Applicants: Ken and Joy Dahlberg.

City Manager Rodericks reported that the applicants are requesting an after-the-fact conditional use permit for construction of a detached 396 s.f. patio cover.

The applicants are also requesting a variance from the side yard building setback requirement of 10 feet, 4 inches to 8 feet, 9 inches.

Mayor MacAloney opened the public hearing.

With no public testimony forthcoming, Mayor MacAloney closed the public hearing.

Following discussion, it was moved by Mayor Pro Tem Bob Bell, seconded by Councilmember Patterson, and carried by the following roll call vote to adopt Resolution No. 2002-2621 approving Conditional Use and Variance Application No. 0489 to Permit a Detached Patio Cover Encroaching into the Side Yard Setback Area, With Conditions – Location: 18941 El Moro Way; Applicants: Ken and Joy Dahlberg:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Bell, MacAloney
NOES:	COUNCILMEMBERS:	Freschi
ABSENT:	COUNCILMEMBERS:	None

Consideration of Variance Application No. 0490 for a Third Garage Space Encroaching into the Side Yard Setback Area – Location: 9632 James Circle; Applicant: Dan and Adrienne Feehan.

City Manager Rodericks reported that the applicants are requesting a variance from the side yard building setback requirement of 14 feet, 2 inches to 9 feet, 4 inches to permit construction of a third garage space attached to the existing garage.

Due to the irregular configuration of the property, a small portion of the expanded structure would encroach into the northerly side yard setback by 34%. The addition would contain 149 s.f. and would comply with the lot coverage, gross floor area and height requirements.

Mayor MacAloney opened the public hearing.

Kevin Hockenberry, 515 W. 3<sup>rd</sup> Street, Tustin, Contractor on the project, answered questions from the City Council.

With no further public testimony forthcoming, Mayor MacAloney closed the public hearing.

Following discussion, it was moved by Councilmember Patterson, seconded by Mayor Pro Tem Bob Bell, and carried by the following roll call vote to adopt Resolution No. 2002-2622 approving Variance Application No. 0490 for a Third Garage Space Encroaching into the Side Yard Setback Area, With Conditions – Location: 9632 James Circle; Applicant: Dan and Adrienne Feehan:

AYES:	COUNCILMEMBERS:	Patterson, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	McGowan
ABSENT:	COUNCILMEMBERS:	None

Consideration of Variance Application No. 0491 for Perimeter Walls Exceeding Six Feet in Height – Location: 17791 Serrano Avenue; Applicants: Douglas and Valerie Woodard.

City Manager Rodericks stated that the applicants are requesting a variance to permit construction of perimeter walls at the rear and sides of their property to a height of eight feet, six inches. Current zoning restricts perimeter side and rear fencing/walls to six feet in height.

The property is located on the northeast corner of Serrano Avenue and Santiago Boulevard. Both streets have a large amount of vehicular traffic. Surrounding uses include a commercial nursery to

the rear of the property, Serrano Elementary School to the east and Santiago Boulevard to the west.

Mayor MacAloney opened the public hearing.

Douglas Woodard, property owner, addressed the Council in support of his proposed project. With no further public testimony forthcoming, Mayor MacAloney closed the public hearing.

Following discussion about safety issues involving a driveway approach on Santiago Boulevard, it was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried by the following roll call vote to adopt Resolution No. 2002-2623 approving Variance Application No. 0491 for Perimeter Walls Exceeding Six Feet in Height, With Conditions – Location: 17791 Serrano Avenue; Applicants: Douglas and Valerie Woodard. An additional condition shall be added, as follows:

“All driveway approaches on the property must meet Caltrans site standards and shall be approved by the City Engineer”.

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

#### STAFF REPORTS:

##### City Manager:

##### Consideration of City Historian Agreement.

City Manager Rodericks stated that at the Budget Study Session held on June 11<sup>th</sup>, the City Council and City Historian discussed various projects for the 2002-2003 fiscal year. The City Historical Book was selected as a project for the upcoming year.

The City Council directed staff to modify the proposed budget to include a \$16,000 contribution toward the City Historical book and \$2,000 toward the annual City Historian budget.

The agreement with the City Historian identifies in-kind costs as well as the City 2002/2003 contribution toward historical activities.

City Historian Jan Van Emon addressed Council and thanked them for the City's contribution and their confidence in her endeavor.

Mrs. Van Emon asked if anyone had old pictures of Villa Park they would be willing to let her use for publication in the proposed historical book, she can be contacted through the City Hall at 998-1500.

It was moved by Mayor MacAloney, seconded by Councilmember Freschi, and carried by the following roll call vote to approve the Agreement between the City of Villa Park and Jan Van Emon, City Historian, for the period July 1, 2002 through June 30, 2003:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

##### Consideration of Renewal of Agreement for Code Enforcement Services – Norris Repke.

City Manager Rodericks reported that in December 2001, the City entered into agreement with the firm of Norris-Repke for City code enforcement services. The Agreement expires June 30, 2002.

Construction activity and property maintenance are the City's biggest concerns in the field. On average, the City's enforcement officer responds to 8 to 10 new cases per week. Three of these cases will generally comply almost immediately and 5 to 7 of the cases will result in lengthy follow-up.

Following discussion regarding the term of the Agreement, it was moved by Councilmember Freschi, seconded by Mayor Pro Tem Bob Bell, and carried by the following roll call vote to approve the Agreement between the City of Villa Park and Norris Repke for code enforcement services effective July 1, 2002 to June 30, 2003:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

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City Manager Rodericks reported that an item came up after the agenda was posted concerning a Cooperation Agreement between the City of Villa Park and the County of Orange.

The Agreement is for the City of Villa Park's participation in the Urban County Program for Federal Housing and Community Development Block Grant Program, HOME Investment Partnership Program and Emergency Shelter Grants Program for Fiscal Years 2003-2004 through 2005-2006.

It was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried by the following roll call vote to add this item to the agenda:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

It was moved by Councilmember McGowan, seconded by Councilmember Patterson, and carried by the following roll call vote to approve the Urban County Cooperation Agreement for Fiscal Years 2003-2004 through 2005-2006:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

City Attorney: No report.

City Clerk: No report.

City Engineer:

Loma Street Improvements – Cannon Street to Mesa Drive.

City Engineer Repke reported that the bid opening for the Loma Street Improvements was held on June 11, 2002. The apparent low bidder, Popular Paver Rental, has since requested release from the bid due to a mathematical error.

City Engineer Repke stated that staff would have a recommendation at the July City Council Meeting regarding this project.

Consideration of Request for Permanent Encroachment over City Sewer Easement at 18974 Mesa Drive.

City Engineer Repke stated that Julie Wheatley, owner of the subject property, is requesting permission to construct an addition to her existing single-family residence that will encroach from three feet to five feet into the existing City sewer easement located approximately three to four feet from the easterly property line at 18974 Mesa Drive.

The Encroachment Agreement provides that the property owner assumes certain responsibilities for the placement, maintenance and liability for the encroaching structure, and shall hold the City of Villa Park harmless from any and all damage to the property that may result from the City's need to enter its easement for any purpose.

Following discussion on the impact the structure may have on the sewer easement, it was moved by Councilmember Freschi, seconded by Mayor Pro Tem Bob Bell, and carried by the following roll call vote to approve the request for permanent encroachment over the City's sewer easement at 18974 Mesa Drive, subject to the following conditions:

- Applicant shall be required to execute an Encroachment Agreement and pay any applicable fees;
- Applicant shall be required to obtain Site Plan Review approval and pay any applicable fees;
- Applicant shall be required to obtain any necessary building permits and pay any applicable fees; and
- Applicant shall provide the City with a letter from the Serrano Water District stating that there is no present or future need for a water easement at that location.

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

OTHER BUSINESS: None.

ORAL COMMUNICATIONS:

Orange County Sheriff Deputy Scott Bartholomew introduced himself as the new patrol Deputy assigned to the City of Villa Park.

ORDINANCES:

Second Reading and Adoption of Ordinance No. 2002-483 Amending Section 19-3.1 of Chapter XIX of the Villa Park Municipal Code Relating to Limited Parking Standards on Lincoln Circle Between Center Drive and Wulff Drive.

City Manager Rodericks stated that the Ordinance restricts parking on both sides of Lincoln Circle, from Center Drive to Wulff Drive, from 7:00 a.m. to 9:00 a.m. and 1:30 p.m. to 3:00 p.m.

First reading of the ordinance was approved at the May 28, 2002 City Council Meeting.

Tom Nixon, Lincoln Circle, addressed Council regarding the need for limited parking on both sides of Lincoln Circle.

Following discussion, it was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried by the following roll call vote to approve second reading and adopt Ordinance No. 2002-483 Amending Section 19-3.1 of Chapter XIX of the Villa Park Municipal Code Relating to Limited Parking Standards, with the following amendment:

“1. Lincoln Circle – from Center Drive to Wulff Drive, north side, from 7:00 a.m. to 9:00 a.m. and 1:30 p.m. to 3:00 p.m.”

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Consideration of First Reading of Ordinance No. 2002-484 Amending Chapter III of the Villa Park Municipal Code Relating to Personnel, and Approval of the Administrative Policy Manual.

City Manager Rodericks stated that Article 3-2 of the Villa Park Municipal Code contains the City's administrative and personnel policies. Staff has reviewed the Article and found that many of the policies are out of date and/or no longer applicable to the City's current operation.

In addition, it has been determined that there are a number of required and/or recommended policies that are not a part of the City's codified policy guide.

Staff recommends revoking Article 3-2 of the Municipal Code and incorporating all of the existing policies and several new policies into an Administrative Policy Manual that can be adopted by the City Council and kept as a living document.

Following discussion, it was moved by Councilmember McGowan, seconded by Councilmember Freschi, and carried by the following roll call vote to approve first reading of Ordinance No. 2002-484 Amending Chapter III of the Villa Park Municipal Code Relating to Personnel, and Approve the Administrative Policy Manual:

AYES:	COUNCILMEMBERS:	Patterson, McGowan, Freschi, Bell, MacAloney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

RESOLUTIONS: None.

CLOSED SESSION: None.

ADJOURNMENT:

It was moved by Councilmember Freschi, seconded by Councilmember McGowan, and carried unanimously to adjourn the meeting at 10:00 p.m.

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W. Bill MacAloney, Mayor  
City of Villa Park

ATTEST:

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Kathy Adrian, City Clerk  
City of Villa Park