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### ***Constants Continue to be Health, Safety and Welfare***

When times are tight, evolution is inevitable. As we've worked to harness resources, reduce expenses and deal with increased costs, setting priorities has become even more vital to the transformation process to ensure that we remain true to our core mission.

The basic tenets? ... protecting the community's health, safety and welfare. By establishing prioritized projects and work programs, we can make sure our mission is clear and that goals are achievable within a balanced budget.

To that end, the City looks to address essential community needs involving land use, housing, economic vitality, public safety, social matters and public facilities, which enhance Monterey and make it an even better place.

Inside this issue, we've provided a status report on some of our ongoing priority projects and a preview of what to expect in the year ahead. Review articles on pages 3-5 for more details. We've also included information gathered through our spring community survey (see article in the Insert). This data has helped us refine our services and better understand your needs. Thank you for taking the time to let us know how we are doing.

We encourage you to continue to be part of the decision-making process, to learn more about the projects that drive our work programs and to stay up-to-date with happenings in your backyard.

Remember to send in your suggestions throughout the year and look for ongoing opportunities to participate in the process and help shape your City's future. We are happy to hear from you anytime. [Click here](#) for contact info.

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### ***Records Management Efforts Enhance Public Access***

Whether they are draft documents, final staff reports, emails or snail mail letters, the City has a plan to manage the myriad of documents and resources that come through.

A Citywide Records Management Policy and Records Retention Schedule was adopted this summer to detail practices for identifying and retaining records and ultimately, to improve public access to resources.

It is our first comprehensive policy to outline an organization-wide system to follow when filing and keeping materials – both old and new.

This process will improve customer service and at the same time, help us operationally. It will also keep us in compliance with laws that govern records retention and public records access.

City staff maintains many records to produce for inspection as provided under the California Public Records Act and other applicable laws. Some laws also determine how long a document or record must be kept.

However, our current filing and indexing systems are not identical in every office, which can



lead to delays in locating requested resources, for either the public or other City staff.

The records management policy addresses this challenge and incorporates a numerical indexing system that will ensure materials are easy to find.

The new policy also facilitates identification and preservation of historic and legislative documents as well as maintenance of our administrative and legal records in order to conduct day-to-day business.

The policy covers different "document" formats and media, including paper, electronic, video and audiotapes, emails, databases and even software.

Regardless of the format, every item is evaluated and classified based on solid records management principals as they relate to the Public Records Act and other laws, as appropriate.

In implementing the new policy, we will also transition to a digital document storage system that will make all records more readily accessible to the public and to staff. In the near future, more documents will be available online for ultimate access.

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## ***City Connects with Mississippi Towns for Hurricane Relief***

Monterey has established a community-to-community partnership with Bay St. Louis and Waveland, MS, to support these storm-ravaged towns.

These communities, devastated by Hurricane Katrina in August, are home to a critical national research center, the Naval Oceanographic Office, which is the headquarters for our own Fleet Numerical Meteorology and Oceanography Center.

By creating the partnership, Monterey Peninsula community members and organizations can donate directly or match up with a "partner" in Bay St. Louis or Waveland to connect with the people in Mississippi who suffered a direct hit from Katrina. For example, Friends of the Monterey Public Library are connecting to support the library systems in Hancock County, which serves these cities. Also Monterey High School has formed a sistership with Bay St. Louis High School.



*For more details about the communities, to see photos and video clips or to find a partner to support, visit us online at [www.monterey.org/mspartners](http://www.monterey.org/mspartners)*

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## ***New City Attorney Steps into Legal Advisor Role***

Deborah Mall was appointed city attorney by the City Council this summer and now leads the City Attorney's Office.

Mall first joined the City in 1998 as assistant city attorney and also served as interim city attorney until her appointment.

The city attorney is the legal counselor to the City Council, its boards and commissions and the officers and employees of the City on all municipal matters. Mall says she plans to continue the strong tradition established in the City Attorney's Office of providing sound legal advice, successfully resolving litigation, pursuing code enforcement and assisting staff and community members in ensuring that Monterey is a safe, spectacular place to live, work and visit.

She takes over the position vacated by former City Attorney Bill Conners, who retired in December 2004.

To learn more and keep up with promotions and new staff members, read *City Current* online. Visit our Web site and click on Employee Updates at [www.monterey.org/cityhall.html](http://www.monterey.org/cityhall.html).

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## ***International Exchange Promotes Economic Vitality, Historic Preservation***

Officials from Dubrovnik, Croatia, visited Monterey in late summer to discover strategies for boosting economic development at home – particularly in the areas of responsible, sustainable, year-round tourism and business conferences.

The visit was part of Monterey's technical advisory partnership with Dubrovnik sponsored by the U.S. Agency for International Development (USAID) and the International City Management Association (ICMA). Such partnerships assist cities and countries in developing a strong economic base and promoting democracy.

In turn, Monterey officials and staff first visited Dubrovnik earlier this year and returned again in late October. As part of the exchange project, we are looking to gain insight into historic preservation and restoration approaches.

Dubrovnik (city crest pictured), which is on the world-heritage list of historic places, was heavily damaged in the 1990s as a result of civil warfare and continuous bombings. The city was under siege for many weeks and has managed to recover and restore many of its resources and treasures.

All travel and per diem expenses associated with visits are covered by the USAID. Check the Web at [www.monterey.org/cityhall.html](http://www.monterey.org/cityhall.html) (click on Community Partnerships) for more info on the program.

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## *In the News*

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## *Survey Results Roll In*

We collected a lot of input through the spring 2005 Community Survey – nearly 450 responses were submitted. Thank you for taking the time to share your experiences.

The survey ([www.monterey.org/survey](http://www.monterey.org/survey)) gave community members the opportunity to rate City services and programs. Raters said we are doing a great job in most areas, but in some we need to improve. The data helps shape work programs and define priorities, and as we've been dealing with budget challenges, results aid us in monitoring reaction to changes in specific services.

Survey questions covered City appearance and services and asked about neighborhoods, business districts and community safety.

*The following summarizes some of what we learned. All percentages are cumulative average or better.*

**> About City Appearance:** Of those who responded, 99% rated the City's park maintenance as average or better. Beach maintenance (97%) and medians, greenbelts and street trees (92%) all received very high ratings. However, the average or better rating for City street conditions has dropped 24 points since 1998. Overall City cleanliness continued to receive high marks from 95% of raters.

**> In City Government:** Satisfaction with the City's efforts to date regarding preservation of open space/parks and historic resources increased slightly to 93% average or better ratings. This year we also asked about the City's efforts to keep pollutants out of the Bay and 88% of raters gave high marks. Code/zoning regulation enforcement has rebounded from 78% in 2002 to 85% average or better ratings this year, a seven-point increase, taking us back to previous levels.

**> Regarding Services:** Traditionally ranked City services, including fire (98%), police (92%), library (91%) and overall City services (94%) continued to receive high marks. Although, cutbacks appear to have affected satisfaction with library services, which has declined some five points when compared with the previous survey. Vehicle traffic enforcement has rebounded to 83% average or better ratings, although it is still down from 90% in the late 1990s. About Neighborhoods: Community members rated four areas regarding their own neighborhood: safety, street cleanliness and conditions and police patrols. Respondents gave safety an 88% average or better rating. Street cleanliness remained constant at 87%. Street conditions dropped about three points to 76%.

**> Regarding Safety Issues:** Since 1997, we have asked about areas in the City where community members do not feel safe at night. In general, safety concerns continue to remain low and stable.

*Thanks again for participating in this process and sharing your thoughts. To view the comprehensive survey report, go to [www.monterey.org/survey](http://www.monterey.org/survey)*



## **Public Service Center Plans Modified**



Modification to plans for the Public Service Center call for a size reduction of nearly 20% for the one-stop shop proposed for the corner of Madison and Van Buren streets. Early this fall, the City Council approved decreasing the building footprint from 32,000 to 26,000 square feet.

The proposed changes include reducing the size of the north building, facing the Vasquez Adobe, and creating a landscaped plaza as a buffer between historic Civic Center buildings and the new structures. In addition, the architects were asked to emphasize design feature variations to soften the buildings' overall tone and presence.

Revisions to the most recent development plans, which were sent to the City's commissions for assessment this summer (2005), were made in response to community input and recommendations made during the commission review process. Plans currently call for building two, two-story buildings, with a proposed 9,000-square-foot basement. Design schematics have not yet been considered.

Next steps include minor plan design work and completion of a block model. The Public Service Center project is scheduled to be resubmitted to the commissions for review and recommendation to the Council.

*Stay tuned to the local media or check the Web site [www.monterey.org/civiccenter](http://www.monterey.org/civiccenter) for updates. Background details are also outlined online.*

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## **Utilities Investments, Energy Upgrades Save Tax Dollars**

Reducing utility usage and expenses supports our efforts to be more efficient and operate more cost effectively.

So when we consider replacements or upgrades to our systems, water conservation and energy savings are key factors in our decisions. Now at many of our public facilities, you'll find time clocks on irrigation systems, sensor lights and waterless urinals or dual-flush toilets in restrooms.

### ***The return on investment?***

We saved some 1.9 million gallons of water over a 12-month period after 12 waterless urinals replaced traditional ones. Using state-of-the-art control panels and heating systems, we have lowered our electric and heating bills and have been able to take advantage of energy saving rebates offered by the California Energy Commission. These rebates not only help us finance ongoing projects, they also provide seed money for future improvements.

### ***How can you save?***

These savings also translate at home. When considering a remodel, think about dual-flush toilets, which use a tiny 0.8-gallon flush for liquid waste or a full 1.6-gallon flush when needed.

Water savings is significant and the Monterey Peninsula Water Management District (MPWMD) supports adding new dual-flush toilets with a \$100 incentive, per toilet.

Find out more about available residential and commercial rebate programs at [www.pge.com](http://www.pge.com). Rebate programs also can allow triple rewards; for instance, washer rebate programs are available with PG&E, Cal-AM as well as MPWMD.

*For more information about energy savings at the City, call the Public Works Department at 646.3920.*

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## **HEALTH & FITNESS...**

### **Strength Training Practices Essential for Kids, Teens**

Today many kids play baseball, basketball, soccer, football and other organized sports and develop competitive skills. However, some basic fitness concepts for children are largely neglected as a result.

Fundamental athletic skills include running, throwing, jumping, swimming and gymnastic-type exercises. These once were staples in daily physical education programs, but now supervised playground activities and after-school sports programs have become the norm. Therefore, many children are given little or no introduction to strength training, instruction vital for strong muscles and bones regardless of activity preferences.

Parents wanting to introduce kids and adolescents to strength training should take into consideration these basic principles about injury prevention and safe practices.



- > Beware of overuse injuries, the most common type. Each year, one out of every three kids has to seek treatment for musculoskeletal injuries. Most injuries are a result of poor mechanics, insufficient strength in the supporting joints and muscles and over-training.
- > Have your child screened before starting sports and other physical activities. Good communication is essential among physicians, therapists, trainers, coaches, parents and kids.
- > Only trained professionals should introduce kids to weight-training processes. Children must practice good techniques, as they experience rapid bone growth which makes them susceptible to soft tissue injuries.
- > Supervise your children. At the Monterey Sports Center, youth 13 to 15 must be supervised by an adult when using our fitness rooms or be trained by a professional prior to using the rooms unsupervised. Kids under 13 should stick with organized programs.
- > Children should not attempt maximal lifts, but should focus on lighter weights that can be managed easily in order to develop appropriate technique.

*At the Sports Center, we have professional athletes who know about proper weight training for children. Along with our fit kids classes, we also provide personal training for youth at reasonable fees. For more info, call the fitness department at 646.3495 or visit [www.monterey.org/sportscenter](http://www.monterey.org/sportscenter).  
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## ***Parking Garages Get Security Upgrades***

New video security systems are now operating in our parking garages, including Cannery Row and the East and West Custom House facilities. The systems were designed to enhance safety and security at these City-operated garages.

All cameras in the three structures were replaced and more cameras were installed, providing better coverage.

There are some 80 cameras, up from 49, at Cannery Row and 112 between the East and West Custom House garages. Cameras were also installed in all elevators and stairwells.

We replaced the antiquated VHS tape system with state-of-the-art digital video recorders (DVRs), which allows for quick searches and instantaneous recording to disc.

Through the use of specialized software, we can view any of the 192 security cameras from one workstation.

*For more info on parking in the City, visit [www.monterey.org/parking](http://www.monterey.org/parking).*

## **TRASH TALK - Keeping Highways Litter Free Everyone's Job**

Scenic beauty is a community hallmark. Yet that splendor is often marred by the amount of litter left along our highways – litter which frequently makes its way into Monterey Bay.

### ***Where does litter come from?***

Litter flies out of truck beds and from garbage haulers; loads are not secured well; and sometimes, people toss trash out the window.

### ***Who is responsible for cleaning the highways?***

The California Department of Transportation (Caltrans) is ultimately responsible for highway care and clean up. This is a big job, considering Caltrans has only four employees locally tasked with maintaining the areas from Garapata Bridge in Big Sur to Santa Cruz.

Fence repairs and safety issues take priority; then, highway cleaning is addressed.

However, to augment their efforts, Caltrans operates a "litter cleaning" program whereby sections of the highways can be adopted by local organizations. These areas are usually cleaned once or twice monthly. Unfortunately, many sections cannot be adopted due to safety issues, including some on/off ramps.

Caltrans also gets help from local agencies. For instance in Monterey, thanks to a donation from Monterey City Disposal Service, we have been able to contract for cleaning of several on/off ramps once or twice per month. However, because some areas along our highways have been deemed too dangerous for private cleaning, we are considering alternatives.

### ***How can you help?***

Be aware! Secure vehicle loads carefully. If you notice a commercial vehicle or garbage truck with litter flying out, get the license plate, location, time and date and notify the company.

If you see a vehicle drop something that is a road hazard (couch, box of nails, large pieces of wood), get the license plate number, time, location, date and call 911 immediately. Remember, the California Highway Patrol (CHP) can and will ticket those who do not secure loads properly. *Please note, do not call 911 for litter only.*

- > **Caltrans** 372.0862
- > **CHP** (non-emergency) 796.2100
- > **Waste Management Services** 384.5000
- > **Monterey City Disposal Service** 372.7977
- > **BFI** 775.3840
- > **TriCities Disposal** 888.678.6798

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## **LEGAL BEAGLE - City Bans Aggressive Begging**

A new ordinance prohibiting aggressive solicitation in the City was approved by the City Council early this fall. This code replaced another already in place, which banned all begging and solicitation of contributions but could have been subject to legal challenge.

The new ordinance does not ban all forms of begging. Instead, persons may not solicit, ask or beg in any public place in an "aggressive manner" that would lead someone to fear bodily harm to oneself or another; to fear loss of property; or otherwise to be intimidated into giving money.

Aggressive tactics when begging include touching someone intentionally; blocking someone's passage, even if they are in a vehicle; following someone persistently after they walk away; or using profane or abusive language.

The ordinance also prohibits solicitation in specific locations such as ATM machines, in public parking lots or structures after dark and on medians.

*If you have been the victim of aggressive begging tactics or other prohibited solicitations,*



*report it to the Monterey Police Department at 646.3914.*

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## Community Tips

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### SAFETY TIPS...

#### *Smoke Detectors Required in Most Homes*

Safety comes first in Monterey, and that means making sure your home or rented room includes smoke detectors.

To further this effort, we are conducting fire/life safety inspections in all common areas of dwellings, apartments, hotels and other lodgings with three or more living units located in the City.

***There are several laws that regulate smoke detector installation in living units. For reference, we are reviewing some of them here.***

The California Health & Safety Code states that smoke detectors must be operational in all dwellings existing on or after Jan. 1, 1987. For older dwellings, requirements come into play upon the owner's permit application on or after Jan. 1, 1985, for alterations, repairs or additions exceeding \$1,000.

The Health & Safety Code also stipulates that all single-family residences and factory-built housing sold on and after Jan. 1, 1986, must have an operable smoke detector. In addition, the detector must be approved and listed by the State Fire Marshal and installed in accordance with the State Fire Marshal's regulations. A battery-operated detector generally meets the requirements of this section.

In addition, the Uniform Building Code requires that smoke detectors be operable in sleeping areas and hallways leading to these areas in ALL dwellings built after May 9, 1992. Dwellings include congregate residences and hotels or lodging house-guest rooms used for sleeping purposes.

*This summary does not address special circumstances and is not all inclusive. For more details, check with the Monterey Fire Department at 646.3908 or email [reade@ci.monterey.ca.us](mailto:reade@ci.monterey.ca.us)*

*If you are staying in a rental with three or more units with no smoke detectors, notify the Fire Dept. immediately.*



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#### *Police Give Neighborhoods Even More Personal Attention*

Community Policing is gearing up in Monterey.

Under a new safety plan, we will be dividing the City into 20 Community Policing Areas and assigning two officers to each one. The officers will establish relationships with the residents and businesses in their areas. Officers will meet regularly with community members, share information and help resolve ongoing issues. We look forward to enhancing communication between officers and the community with the goal of reducing crime and boosting security.

Community participation will help make this a successful endeavor, so stay tuned. We will be

asking community members to volunteer as area captains to help officers with related tasks and activities. Already two pilot Community Policing Areas have been selected, and officers are being trained. Additional areas will be gradually added as the program grows.

Keep in mind that current police services will remain in place: when an officer is needed to deal with a public safety issue, call 911 or the police non-emergency number (646.3914), and an officer will be dispatched.

For more info on the project, contact Lt. Phil Penko at 646.3849 ([penko@ci.monterey.ca.us](mailto:penko@ci.monterey.ca.us))

## Upgrade Your Community, Nominate an NIP Project

Send in your project ideas for the Neighborhood Improvement Program (NIP) and help your community.

### What is a project?

A Neighborhood Improvement Project is any upgrade (not on private property) to public streets, storm drains, sewers, sidewalks, walkways, lighting, traffic control devices, landscaping, parks, recreational facilities or other public buildings.

### Nominate a project today!

You can nominate a project by completing the nomination card located at right and dropping it in the mail. The card is postage paid. Or fill out a form online at [www.monterey.org/publicworks](http://www.monterey.org/publicworks)



NIP is providing funds to widen the 700 block of Archer Street. Concrete curbs will be installed 36 feet apart, allowing for two-way traffic and on-street parking. Also, 4-foot wide sidewalks and bulb outs are in the plans.

### What happens to submissions?

All nominations are sorted by type of improvement and area. Community members may be contacted to clarify submittals – so include your name, address and telephone number on the card.

Costs are estimated on valid project nominations; and then the NIP committee, composed of community members, votes on the projects.

The deadline to submit projects is Feb. 10. For more info, call the City's Construction Management Division at 646.3997. [see related article](#)

## Volunteer Opportunities Abound at City

- > **Disaster Training** – Make sure your family, home and business are ready when the next disaster strikes. Sign up for Community Emergency Response Team (CERT) training. Learn skills and gain the confidence needed to care for yourself and your fellow community members during times of crisis. A new six-week course began in November and opportunities are ongoing.
- > **Library Outreach** – Provide Library services to homebound patrons. A two-hour training gets you started.
- > **Law Library Support** – Support the City Attorney's Office by updating and organizing legal documents.
- > **Special Events** – Greet the public, serve refreshments and replenish goodies in the historic setting of Colton Hall during our annual Christmas in the Adobes celebration.

## Rapid Graffiti Removal Yields Results

Graffiti is in our neighborhoods ... on street signs, storm drain catch basins, manhole covers,

retaining walls, trash cans, telephone boxes, water meters and even light poles.

At the City, it's our goal to get it removed quickly – within 48 hours of a report. The City takes care of graffiti on City-owned property, and private property owners, including business owners, single-family residents and public utilities, are responsible for graffiti on their property.

If you discover graffiti, notify the City online at [www.monterey.org](http://www.monterey.org) (click on Request for Service, and follow the steps), or call 646.3920. We document each graffiti incident and work with all parties to eliminate it quickly.

### ***How can you help?***

>Talk to neighbors about getting rid of graffiti quickly. Experience shows that graffiti stays away when it is taken care of quickly, because graffiti attracts more graffiti.

>Ensure that kids and teens use markers and paint appropriately, not for defacing tables, sidewalks, trees or other resources. Several misdemeanors could add up to felony charges.

>Report taggers. Call the Public Works Department at 646.3920 if you have information about individuals who cause graffiti.

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## *For History Buffs Only...*

### *Vasquez House Evokes Memories of Daring Outlaw*

A bold and romantic bandit, Tiburcio Vasquez called the Vasquez House (situated behind Colton Hall) home throughout his childhood.

His mother Guadalupe Cantua y Vasquez bought the traditional one-story adobe house in 1834 from Police Chief Luis Placencia. And young Tiburcio, who loved poetry, music and dance, lived there with his mother and sisters. Eventually, Tiburcio adopted the life of an outlaw after a fight at a dance party (fandango).

The house has had several owners since the Vasquez era. For many years, vaquero Teodoro de la Torre lived there, and in 1922, railroad builder Louis W. Hill bought the property. Hill added the upper level and new wing, resulting in the Monterey Revival style building we see today.

Now owned by the City, the house at 546 Dutra St. serves as the Recreation & Community Services main office.



VASQUEZ HOUSE IN 1949



VASQUEZ HOUSE TODAY

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### AT THE LIBRARY...

#### *Library Vision Up for Community Discussion*

Shape your Monterey Public Library's future by participating in upcoming forums.

Plans are in the works to define future library services, and we need to hear your opinions and gather your suggestions. So far, two general forums were held earlier this fall; thank you to those who took the time to participate. Topic-specific forums will also be held at various City community centers. The upcoming forum schedule had not been set at City Focus deadline. Stay tuned to the media or check [www.monterey.org/library](http://www.monterey.org/library) for announcements.

For more details, contact Library Director Kim Bui-Burton at 646.5601 or email [buiburto@ci.monterey.ca.us](mailto:buiburto@ci.monterey.ca.us).

### *Language Collection Grows at la biblioteca*

Spanish, Arabic, Chinese, Japanese and Korean language resources ... now there's even more to choose from at the Library.

Whether you are learning a language or looking for material in your native tongue, the expanded Languages Collection at the Monterey Public Library (or biblioteca público de Monterey in Spanish) has new options. In response to community members needs and requests, the Library has purchased additional Spanish and bilingual materials including books, CDs and DVDs for children and adults. A \$3000 Global Materials grant from California State Library helped make it possible.

Also many books in Arabic, Chinese, Japanese and Korean have been added. And the Library offers electronic resources, including a Spanish language online encyclopedia and magazine database at [www.monterey.org/library](http://www.monterey.org/library)

For details, check with Youth Librarian Karen Brown at 535.3744 or email [brownk@ci.monterey.ca.us](mailto:brownk@ci.monterey.ca.us).



### *AROUND TOWN – NIP Program*

The Neighborhood Improvement Program (NIP) is providing fund for selective forest management and tree removal in the City greenbelt west of Skyline Forest Drive.

For more information on the NIP and how to nominate a project, go the the NIP Web page at <http://www.monterey.org/ppwnip/>.





[see related article](#)

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## ***Keep Monterey Unplugged***

Don't put "flushable" products down the toilet – they get caught in our sewer system and lead to backups.

The number of sewer spills caused by objects getting stuck in the sewer line has increased. Some of the main culprits are so-called "flushable" or "disposable" rags and paper towels that get caught on roots and cause blockages.

*Our system was NOT designed to carry these items. Help care for your community, throw flushable products in the trashcan.*

*For more info, visit us online at [www.monterey.org/focus/stormwater](http://www.monterey.org/focus/stormwater).*

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## ***Ice Skating Emerges on Scene***    ***(see 2008 info about Monterey On Ice)***

Monterey on Ice brings winter wonder to the Monterey County Fairgrounds this holiday season. Produced by the North Fremont Business District, in partnership with the Fairgrounds, Monterey on Ice offers 40 days of public skating and activities from Thanksgiving through New Year's Day. The City provided seed money to get the new attraction off the ground this year.

The 90- by 60-foot oval rink will open daily from 3 to 9 p.m. on school days and noon to 9 p.m. on weekends and holiday break. Rink fees, including skates, are \$12 for adults and \$10 for children 12 and under. Admission to the fairgrounds is free. Also, look for special events at the rink throughout the season.

For more details on rentals during non-public hours and other features, including Otter Skate for Kids, an outreach skating program for underserved youth, visit [www.montereyice.com](http://www.montereyice.com) or call 647.1827.

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## ***FOCUS ON TREES - Now's the Time...***

Now through February is the best time to care for and inspect your native and deciduous trees. Trimming trees during the cooler, shorter days means that sap flows slower and destructive insects are less likely to attack.

It is also a good time to have your trees inspected from top to bottom by an arborist or tree professional. Care for your trees!

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