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**CITY OF NEWPORT BEACH**  
**City Manager's Newsletter**

**TO:** Mayor Dixon & Council Members  
**FROM:** Dave Kiff, City Manager  
**DATE:** January 8, 2016

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Please enjoy the attached newsletters...



## COMMUNITY DEVELOPMENT DEPARTMENT

To: Dave Kiff, City Manager  
From: Kimberly Brandt, Community Development Director  
Subject: City Manager's Newsletter  
Date: January 8, 2016

A handwritten signature in blue ink, appearing to be "KB".

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### ***Water Conservation Analyst***

As part of the City's intensification of the water conservation program, contract staff have been brought on to assist regular staff with reviewing applications for Relief from Compliance, site inspections, meetings with homeowner associations, and meeting with residents to analyze their water accounts. In December, Afrouz Rashidian joined us as a Water Conservation Analyst; her prior work experience was with the cities of Laguna Beach and Santa Monica where she was a code enforcement officer.

Afrouz has a Bachelor of Arts in Criminal Justice from the University of Nevada and a Master's degree in Public Administration from California State University, Long Beach. When Afrouz is not busy working you can find her hiking through the canyons or spending time with friends. If you have not met her, please come by Bay D and welcome aboard Afrouz Rashidian.



### ***Neighborhood Improvement Project***

Last month, Code Enforcement staff wrapped up several Neighborhood Improvement Projects involving dilapidated properties. We will be sharing these projects over the next few City Manager Newsletters. The first property is located in the Santa Ana Heights area. The property had been in a dilapidated state for some





## COMMUNITY DEVELOPMENT DEPARTMENT

time with conditions that included faulty weather protection (paint), an inoperable vehicle, and no landscaping. Working with the out-of-state owner, temporary improvements were made to the property that dramatically improved its overall appearance while plans are submitted to demolish and rebuild a new structure in late 2016.



### ***Systems and Administration Student Aides***

We are pleased to introduce two new faces to the Systems and Administration Division in the Community Development Department. Student Aides Christine Fugate and Alyssa Murakami started near the end of 2015.

Christine is finishing her Bachelor of Science in Environmental Policy from Sierra Nevada College. Sierra Nevada College is in the City of Incline Village in northern Nevada near Lake Tahoe. Christine is from the Nevada



side of Lake Tahoe. Christine is a rock climber and a vegan, and she got married in September in Lake Tahoe.



Alyssa Murakami is a graduate student in the Urban and Regional Planning program at the University of California, Irvine. Alyssa graduated from the University of California, San Diego earning a Bachelor of Arts in Political Science. Alyssa is originally from West Covina; she is an avid basketball player and studied abroad in Paris.





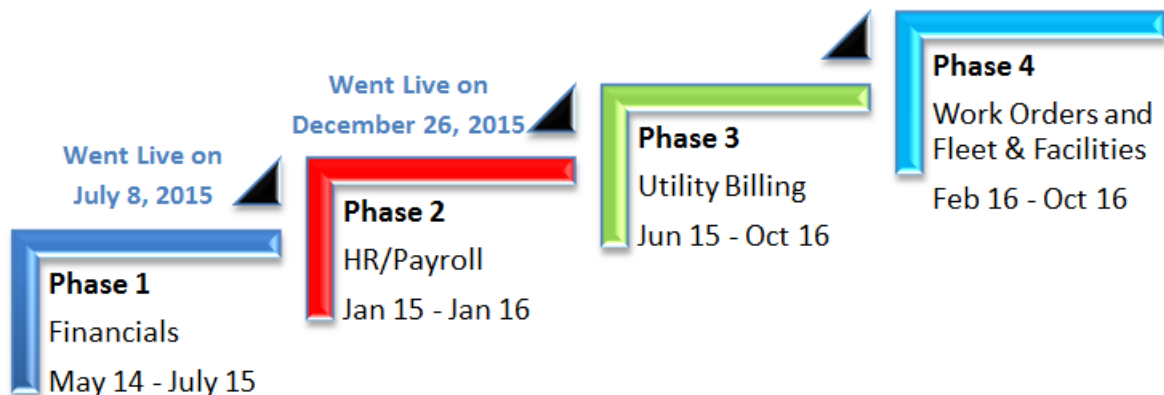
Date: January 8, 2016  
To: Dave Kiff, City Manager  
From: Dan Matusiewicz, Finance Director  
Subject: City Manager's Newsletter

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### ***ERP Update***

ERP (Enterprise Resource Planning) software is a business management software system that integrates all of the City's core functional requirements for financials, human capital management, citizen services, and revenues. Implementation of the Enterprise Resource Planning (ERP) software implementation project continues. The software provider of the City's ERP or business management software system that integrates all of the City's core functional requirements for financials, human capital management, citizen services, and revenues is Tyler Technologies Inc. The Tyler system known as "Munis" will replace the current FinancePlus system.

The ERP implementation consists of 4 major overlapping phases. The graphic below depicts the current project phase start and planned go live dates (MMM-YY). We have completed Phases 1 and 2 and are currently working on Phase 3. Phase 4 will begin next month.



An update of recent and planned activities pertaining to each project phase is below:

### ***Financials – Phase 1***

The financials portion of the project (including such modules as General Ledger, Purchasing, Budget, Projects and Grants and Accounts Payable) became operational on July 8, 2015. Since this time, staff has grown accustomed to the new functionality and is still fine-tuning the system. Recent outreach to department heads and their staff revealed that additional training on how to run reports, understanding the online user dashboard, and learning how to access “cube” reports in Excel is desirable. We will have a Tyler consultant on site January 20-21 to provide such training to key department representatives.

### ***HR/Payroll – Phase 2***

The Human Resources and Payroll module became operational on December 26, 2015. An important functionality of the module known as the Employee Self Service (ESS) allows employees to access and update their own personal information through a secure online web portal. ESS allows employees to: view payroll information such as paycheck history and W-4 election details, view current benefits, request time off, enter timecards to record time worked and/or absences and see flex, vacation and sick leave balances up to date online. The module also allows for a paperless payroll process, streamlines timesheet entry and ensures all local, state and federal requirements are met with Munis Payroll. Standard payroll functions include, but are not limited to, payroll and expense reimbursement processing; reconciliation of employee insurance reports to monthly premium statements; manual or automatic check reconciliation and support of electronic timesheet entry.

### ***Utility Billing – Phase 3***

Phase 3 consists of implementing new General Billing, Accounts Receivable, and Utility Billing software. These modules will improve how we create invoices and bills for miscellaneous charges, and maintain accounts for our water and wastewater customers. Staff has been participating in Tyler led business processing consulting sessions to configure the software in conformance with the City’s business needs and industry best business practices. Work on the conversion of data from the old system to the new will begin shortly. The phase is scheduled to be completed in October of 2016.

### ***Work Orders and Fleet Management – Phase 4***

The modules in Phase 4 will provide work order solutions for preventive maintenance schedules, maintenance department inspections, departmental service requests, and citizen service requests. As a result of their integration with the Financial, Human Resources and Revenue suites, the modules will eliminate duplicate entry of labor time, journal entries and billings. Information will be up-to-date and data input errors or missing information will be reduced. Phase 4 work will begin in February of 2016.

## ***Treasury Report Update***

The **November 2015 Treasury Report** is available on the City's website at:  
[www.newportbeachca.gov/treasury](http://www.newportbeachca.gov/treasury).

As of November, the City's portfolio totaled just over \$196 million, from all sources. It is invested in broadly diversified high-grade securities with an average credit rating of AA+. Roughly \$23 million of this portfolio is highly liquid, meaning that it is available for cash flows associated with day-to-day operations and cash funding of major construction expenditures.

The medium-term portfolio (\$169 million) has a weighted average effective maturity of 1.84 years. The total return for the medium-term portfolio for the trailing twelve months was 0.63%. This return compares favorably to our benchmark for the same period, the BAML 1-3 Year Treasury index which returned 0.39%.

## ***Donations and Grants***

Source	Date	Amount	Use
SANTIAGO LIBRARY SYSTEM GRANT	10-01-15	\$778.00	Central Library - Augment eBook Collection.
PRIVATE DONATION	11-30-15	\$428.49	OASIS Senior Center - Holiday gifts for homebound seniors.



## Newport Beach Fire Department Office of the Fire Chief

DATE: January 8, 2016  
TO: Dave Kiff, City Manager  
FROM: Scott Poster, Fire Chief  
SUBJECT: **CITY MANAGER'S NEWSLETTER**

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### FIRE OPERATIONS

#### Newport Beach Firefighters “Adopt” the Wetzel Family

The Newport Beach Firefighters Fire Santa program has been supporting families during the holidays for the past nine years. This year they chose a very special family. Led by Firefighter Paramedic Joe Harrison, they committed to helping the Wetzel Family. Mike Wetzel left behind his wife Renee, and their six children when he was killed in the San Bernardino terrorist attack on December 2.

We were contacted by the Wetzel family who wanted to come and give thanks to the fire association for their support during this tragic time for their family.



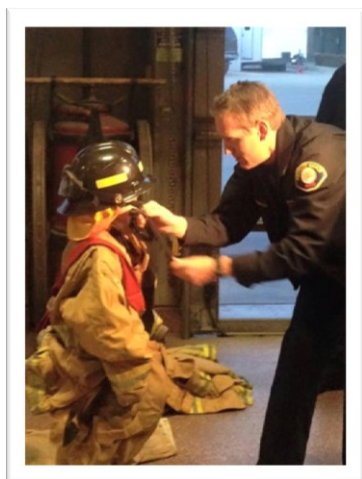
Chief Carr and Captain Gutierrez embraced the idea of hosting it at their station, and came up with the plan of serving a “Viking Meal” traditionally reserved for promotions and retirements. In three days, their crew prepared and presented the largest Viking meal ever (30 people), which for the first time included hot dogs, mac ‘n cheese and tater tots.

The best part was that we were able to surprise Renee Wetzel and her family with a brand new, white 2016 Toyota 4Runner, with a giant red bow on top. To date, we

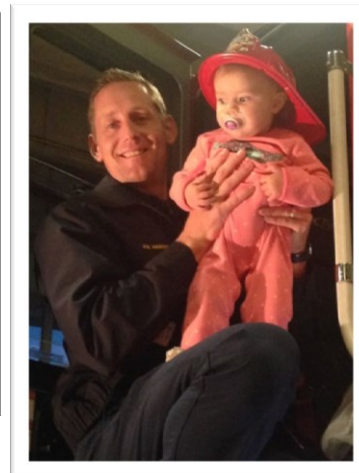
have raised a little over \$70,000 through YOUCARING. YOUCARING is dedicated to compassionate crowdfunding, providing free and easy online fundraising and support for humanitarian causes. Most of that has come from members of our fire association, family members, and friends sharing and raising awareness about this program and family through social media. We have also received a lot of support from our association sponsoring the meal, and advertising our cause in the LA Times and OC Register.

ABC7 was there and caught the entire visit from the family. <http://abc7.com/1145060/>

Special thanks to Joe Harrison for helping this family through such a difficult time and coming up with creative ways to donate and give. Joe, you are an example of what makes this department so great!



Paramedic Joe Harrison and the littlest Wetzels.



### **Fire at the Island Hotel**

On December 27, at 3:44 AM, Newport Beach firefighters were dispatched to a commercial structure fire at the Island Hotel located at 690 Newport Center Drive. First alarm units arrived to find smoke on the 11<sup>th</sup> floor. Firefighters and hotel staff quickly initiated evacuations of hotel occupants, while other firefighters searched for the source of the smoke.

Due to the size of the building (high-rise) and the potential threat to building occupants, the Battalion Chief on scene requested a 2<sup>nd</sup> and 3<sup>rd</sup> alarm. Fire crews located the source of the smoke coming from an ornamental plant. Crews quickly extinguished the smoldering fire and began removing smoke. The 2<sup>nd</sup> and 3<sup>rd</sup> alarm units were cancelled. Evacuated hotel guests were permitted to return to their rooms once the smoke was removed and the elevators were brought back online.

Firefighters remained on scene to perform overhaul and assist with restoring the building's fire protection system. Three adults required medical attention as a result of the evacuation. No firefighters were injured during this incident. The cause of the fire is currently under investigation and the estimated damage to the interior of the building is \$5,000.

### **Firefighters Honor 35 Year Veteran Firefighter**

The Newport Beach Fire Department recognized Fire Captain Rick Zaccaro for 35 years of dedicated service to the citizens and visitors of Newport Beach.

Captain Zaccaro began his public safety career in 1978 as a police officer for the Downey Police Department and then the Huntington Beach Police Department. He then attended the fire academy and was hired as a Firefighter for the Alhambra Fire Department, finally settling in at the Newport Beach Fire Department in 1980. He served as a firefighter for six years before promoting to Fire



Captain in 1986, and still holds that position today. Within his time as a fire captain, Captain Zaccaro worked temporarily as the Deputy Battalion Chief for a two year period before the position was eliminated. He was moved to the Balboa Island fire station in 1995, and has happily served that area for the last 20 years.



Captain Zaccaro has four sons. Three of his sons are in the fire service, including one who works alongside his father at the Newport Beach Fire department as a Fire Paramedic.

As the most senior member of the fire department, Rick holds great historical perspective about this city. He would like to see the City continue to lead the county in professionalism and service.

Congratulations to Captain Zaccaro for his many years of continued service.

### **MARINE OPERATIONS**

The last week of December 2015, Newport Beach experienced water and air temperatures below 60 degrees.

#### **Lifeguard Stats for 2015**

PUBLIC CONTACT	79,736
ENFORCEMENTS	15,658
REUNITED PERSONS	201
MEDICAL AIDS	2,743
PREVENTATIVES	118,240
RESCUES	4,199
BEACH POPULATION	9,954,345
<b>TOTAL NUMBER OF CALLS IN 2015</b>	<b>227,101</b>

#### **Lifeguard Captain Arn Van Dyke Hangs up his Buoy**



On December 30, 2015, Arn Van Dyke worked his last day as a Newport Beach Lifeguard Captain. Arn started working for the City on June 20, 1987 as a seasonal lifeguard. He worked six summers before promoting to a lifeguard unit operator in 1992. On August 26, 2000, Arn was promoted to a full-time position as a Lifeguard Specialist. After six years in this position, he was promoted to a lifeguard captain on April 29, 2006.



During his career, Arn worked in training, the Junior Lifeguard Program, and supervised, as well as mentored hundreds of seasonal lifeguards.

Arn is an avid golfer and likes to camp. Hopefully the weather will not hinder his retirement hobbies too much. We will miss him, and we are very proud of his 28-year career with Marine Operations.



## HUMAN RESOURCES DEPARTMENT

### CITY MANAGER'S NEWSLETTER

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DATE: January 8, 2016  
TO: Dave Kiff, City Manager  
FROM: Barbara J. Salvini, Human Resources Director  
SUBJECT: News and Updates from Human Resources

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#### **TYLER MUNIS – PAYROLL/HR MODULE MAKES DEADLINE & WENT LIVE JANUARY 1, 2016**

Sheri Anderson, HR Manager and Tyler Munis Co-Project Manager, Jyll Ramirez, HR Specialist II, and Jill Ortiz, HR Specialist II, devoted the majority of 2015 to studying, building, creating, and implementing our new City-wide software. The scheduled deadline was January 1, 2016. It was close, but we made it. Staff worked hard all year to meet this goal. We would like to thank:

- Our other HR staff members for pitching in and supporting us.
- The talented IT and Finance staff members, with whom we have worked so closely this past year:
  - Shannon Espinoza, Senior Budget Analyst
  - Susan Giangrande, Budget Manager
  - Cindy Harris, Payroll Specialist
  - Vilasinee "Faz" Kiatkwankul, Senior IT Apps Analyst
  - Jackie Luengas-Alwafai, IT Applications Supervisor

#### **CHIEF OF POLICE RECRUITMENT NOW OPEN**

We have just opened an executive recruitment for [Chief of Police](#). Please visit the City's website to view the recruitment brochure, a complete position description and filing requirements.

The final filing date for this recruitment is **Thursday, January 28, 2016 at 5:00 p.m.**

If you have any questions regarding the recruitment process, please contact Human Resources at 949-644-3256.



# LIBRARY SERVICES DEPARTMENT



## Library – Cultural Arts

January 8, 2016

**To:** Dave Kiff, City Manager

**From:** Tim Hetheron, Library Services Director

**Subject:** City Manager's Newsletter

## Library Services

### A Year in Review

- Named one of America's STAR Libraries
- Welcomed over 1.3 million visitors to library
- Hosted over 500 programs/events
- Developed online tutor orientation for Literacy program
- Remodeled Popular Library at Central Library
- Partnered with Sherman Gardens to catalog historical collection
- Started "1000 Books Before Kindergarten" program
- Installed Flag Drop Box outside Central Library
- Initiated wireless printing for customers
- Received gifts of over \$425,000 from Friends of the Library and NBPL Foundation to support collections and programs
- Added Nooks and digital screens to branch locations
- Opened Credit Union at Central Library
- Received approval for new CDM Branch Library



### Children's Author Jan Brett

Popular children's book author and illustrator Jan Brett made a stop at the Central Library on December 13 with her eye-catching tour bus with illustrations of her newest book "The Turnip." Parents purchased books from program partner Whale of the Tale Bookshoppe while kids took turns having their picture taken with one of their favorite characters "Hedgie." Jan Brett talked about her books and showed how she creates her characters with a quick sketch of a raccoon which she gave to Children's Services.

### Holiday Events

Other holiday events at the library included an Open House at the Corona del Mar Branch Library which was held during the annual Christmas Walk, winter craft activities at all the branches and the very popular Nutcracker for Kids ballet.

### Staff Holiday Celebration

Library staff gathered upstairs at the Central Library on Friday, December 18 for a holiday celebration, compliments of the Admin Team. Families joined the festivities which included crafts for the kids and a visit from a special holiday guest.



# Cultural Arts Services

## How Suite it Was!

With the holiday spirit in the air, families packed the Friends Room for two performances of The Nutcracker for Kids on December 6. The event, presented by Festival Ballet Theatre and sponsored by the City Arts Commission, included a cast of dancers in beautiful costumes performing the classic ballet story of Clara who's Christmas gift of a Nutcracker comes alive and takes her through a delightful journey of dance. It was a great way to begin the holiday season with an enthusiastic audience enjoying the story, music and dance.



## Upcoming Centennial Celebration

The Newport Beach City Arts Commission is preparing to install a collection of works by Joan Irving Brandt as part of a Centennial Celebration honoring the life, art and civic contributions of California scene painter Joan Irving Brandt. This outstanding exhibit with watercolors and sculptures from the collections of Gene Crane and others is being curated by Gordon T McClelland, an author and art curator specializing in California Scene paintings. It can be viewed in the Central Library gallery February 1 through March 31.

Joan Irving Brandt, a painter, sculptor and muralist was born in Riverside on March 12, 1916. She and her husband, artist, Rex Brandt, began teaching at their home and studio in 1948, and in 1973 she became co-director of the Blue Sky school, located by the footbridge on Marigold Avenue in Corona del Mar. Her teaching experience also included Orange Coast College, Coronado School of Fine Arts, and Chouinard Art School. Joan Irving Brandt was elected to the California Watercolor Society in 1948 and was a signature member of the American Watercolor Society. She was very active in the Newport Beach community. She was appointed chairman of the City Arts Committee in 1961 and was a founding member and chairman of the Newport Harbor Art Museum. Brandt's art is in the collection at the Metropolitan Museum of Art as well as other museums of note.



In addition to the exhibit, the City Arts Commission will host a special program and reception on March 5 beginning at 2 p.m. in the Central Library Friends Meeting Room, 1000 Avocado Avenue, Newport Beach.



# MUNICIPAL OPERATIONS DEPARTMENT

January 8, 2016

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

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## High Tide and El Nino Update

Over the past two months, MOD Crews have been preparing for the predicted El Niño storms this season. Activities included building of sand berms along Balboa Pier area, and distributing sandbags to residents. To date, over 3,000 sandbags have been picked up from the Corporation Yard.



During the early morning hours this week, MOD field crews stayed on top of the high tides as the storm systems made their way through the area. Thirty-one team members operated 28 portable and stationary pumps, hoses, and barricades on the Newport Peninsula and Balboa Island.

To minimize the potential for street and property flooding, tidal valves are monitored and crews are dispatched to pumps where there is excess water. This week, pumping occurred at the flooded Balboa Pier parking lot, as well as at street ends. Thursday morning the tide peaked at 7.1', which was 1.2' above the level predicted on the tidal chart. There were no reports of public or private property damage. High tides will continue through the weekend.





## MUNICIPAL OPERATIONS DEPARTMENT

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Additionally, debris started accumulating on the beaches on the western end of the City, from 54<sup>th</sup> Street to the Santa Ana River jetty. This will continue for the next week or so as trash and dead vegetation are flushed from upstream locations of the Santa Ana River. Field Maintenance staff is already beginning the cleanup. Since this was the first significant steady rainfall in many years, we expect a large amount of material on the beach.



This week's rainfall totaled 1.9", which brought the season total recorded at the Corporation Yard to 5.60". Great job to all involved, including Administrative Staff for handling incoming phone calls.

### **Chemical Feed Pump Replacement**

The Water Production Crew started installation of the new disinfection chemical feed pumps at our 16<sup>th</sup> Street treatment facility, which includes replacing two aqueous ammonia pumps and four sodium hypochlorite pumps. The pumps control the flow of chemicals used to disinfect the City's drinking water. The new pumps are more energy efficient, have a higher capacity, and are more manageable to maintain.





## MUNICIPAL OPERATIONS DEPARTMENT

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### **Arroyo Trail Clean Up**

Last month, the Landscape Division completed an extensive clean-up and clearing of the 0.61 mile trail connecting Arroyo Park and Bonita Canyon Sports Park. Many people do not know of this trail, but it is frequently utilized by hikers and mountain bikers - the surroundings provide visitors a glimpse of a California Native Sage Scrub environment within an urban setting.



### **Change to Newport Heights Refuse Collection Schedule**

Next week, CR&R will change the refuse collection day for approximately 400 homes in Newport Heights. The area is west of Newport Harbor High School, in the area between 16<sup>th</sup> and 15<sup>th</sup> Streets on the north and south, and Irvine and Tustin Avenues on the east and west. The collection day for residents in this area will shift from Tuesday to Wednesday. The change is being made to alleviate a conflict between street sweeping and refuse collection schedules.

### **Bayside Drive Monument Sign Planting**

Recently, Landscape Division staff coordinated with City contractors on an enhancement to the landscape surrounding the City monument sign at the corner of Bayside Drive and Jamboree Road. The focal monument sits directly across from the



## MUNICIPAL OPERATIONS DEPARTMENT

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entrance to Balboa Island. The planting, which replaced dated and overgrown vegetation, utilized a drought-tolerant and colorful mix of succulents and shrubs. Moreover, plant materials were selected with consideration to the heavy shade that this planter receives due its northern exposure, as well as being under the canopy of existing Tipuana Trees. Both residents and visitors heading to Balboa Island are certain to take notice of this newly brightened corner!

*Before*



*After*







## NEWPORT BEACH POLICE DEPARTMENT OFFICE OF THE CHIEF OF POLICE

TO: Dave Kiff, City Manager  
FROM: Deputy Chief Jon Lewis, Acting Chief of Police  
DATE: January 8, 2016  
**SUBJECT: CITY MANAGER'S NEWSLETTER**

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### TWO RECENT GRADUATIONS

Please join me in congratulating Lieutenant Tom Fischbacher and Sergeant Michael Schiavi on their recent achievements.

Last month, Lieutenant Fischbacher graduated from the prestigious FBI National Academy, an intensive 11-week course held at the FBI Academy on the U.S. Marine Corps base in Quantico, Virginia. Lieutenant Fischbacher was one of 230 law enforcement executives from around the world who were selected to attend. The Academy covers topics such as law, behavioral science, ethics, forensic science, understanding terrorism and terrorist mindset, leadership development, communication, and health and fitness. Lieutenant Fischbacher returned to Newport Beach with a Yellow Brick, a weighty trophy given to those who complete the grueling physical fitness challenge culminating in a 10K obstacle course dubbed "The Yellow Brick Road."



*Lt. Fischbacher  
with FBI Director  
James B. Comey (left)  
and the Yellow Brick  
(right)*





Closer to home, Sergeant Schiavi graduated from the Sherman Block Leadership Supervisory Institute (SLI) in December. Sergeant Schiavi attended the leadership course over the past eight months. SLI is a program designed to stimulate personal growth, leadership and ethical decision-making in California law enforcement front-line supervisors. Designed and implemented in 1988 through the efforts of California law enforcement professionals, along with top educators and trainers, SLI is an intense program based on experiential learning techniques. During the program, students develop skills including the ability to correlate the relationship between personal and organizational principles and values, exercise greater leadership in personal and professional activities, and increase personal influence with individuals and groups to accomplish organizational goals.

Congratulations to Lieutenant Fischbacher and Sergeant Schiavi on their outstanding accomplishments!

## ACTIVE SHOOTER RESPONSE TRAINING FOR CITY EMPLOYEES

On December 14 and 17, Officer Marie Gamble hosted presentations for City employees on responding to Active Shooter Incidents. Officer Gamble did an excellent job covering a topic which is timely and relevant, but which can also be considered uncomfortable or disturbing to discuss.

Officer Gamble encouraged attendees to prepare for an Active Shooter incident the same way that one would prepare for an earthquake. This parallel makes sense: both types of incidents are rare, unpredictable and potentially could happen anywhere. Employees were encouraged to move beyond the mindset of "It could never happen here" and to become more aware of their environment and surroundings wherever they live, work or visit.



Additional staff from the Police Department was on hand to answer questions and to provide additional information to attendees. The images below show the handouts provided, which include directions from the Department of Homeland Security.

## COPING

### WITH AN ACTIVE SHOOTER SITUATION

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office, stay there and secure the door
- Attempt to take the active shooter down as a last resort

*Contact your building management or human resources department for more information and training on active shooter response in your workplace.*

## PROFILE

### OF AN ACTIVE SHOOTER

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.

## CHARACTERISTICS

### OF AN ACTIVE SHOOTER SITUATION

- Victims are selected at random
- The event is unpredictable and evolves quickly
- Law enforcement is usually required to end an active shooter situation

**CALL 911 WHEN IT IS SAFE TO DO SO**



## HOW TO RESPOND

### WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

#### 1. EVACUATE

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

#### 2. HIDE OUT

- Hide in an area out of the shooter's view
- Block entry to your hiding place and lock the doors
- Silence your cell phone and/or pager

#### 3. TAKE ACTION

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

**CALL 911 WHEN IT IS SAFE TO DO SO**

## HOW TO RESPOND

### WHEN LAW ENFORCEMENT ARRIVES

- Remain calm and follow instructions
- Put down any items in your hands (i.e., bags, jackets)
- Raise hands and spread fingers
- Keep hands visible at all times
- Avoid quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming or yelling
- Do not stop to ask officers for help or direction when evacuating

## INFORMATION

### YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR

- Location of the active shooter
- Number of shooters
- Physical description of shooters
- Number and type of weapons held by shooters
- Number of potential victims at the location

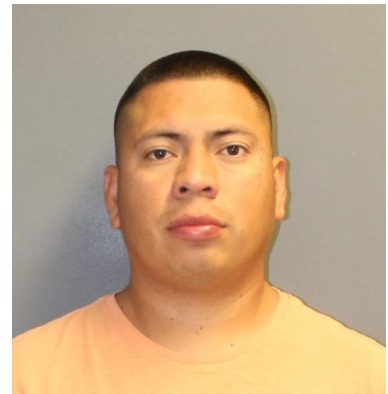
## NOTABLE ARREST



On Tuesday, December 29 at approximately 12:11 a.m., we received a call regarding suspicious circumstances. The callers were concerned about their associate, a young woman who was last seen at an office building on Campus Drive an hour or two earlier. The callers had searched for the young woman, but were unable to find her. She had also stopped responding to text messages or answering her cell phone, which raised concern for her safety.

Officers responded and began to search the area. Shortly after 1:30 a.m., they located the woman, deceased, inside the building located at 5030 Campus Drive. The Orange County Coroner's Office has identified the victim as Sarai Alcaraz, a 23-year-old resident of Long Beach. The cause of death has not yet been determined. Detectives are currently investigating this incident as a homicide; however, manner and cause of death will be determined pending autopsy and toxicology reports from the Coroner's Office.

On the morning of Wednesday, December 30, Detectives responded to the city of Santa Ana to serve two residential search warrants and to attempt to locate Isaac Nieto Hernandez, whom they had identified as a suspect in this case. Shortly before 11:30 a.m., they conducted a vehicle stop on a black sedan on Alton Avenue near Bristol Street. Mr. Nieto Hernandez, a passenger in the vehicle, was subsequently arrested for the murder of Ms. Alcaraz. The arrestee is a 29-year-old resident of Santa Ana who is currently employed in the janitorial services industry. There are no outstanding suspects in this investigation.



*Arrested: Isaac Nieto Hernandez,  
29-year-old resident of Santa Ana*

This is an ongoing investigation. The Department is asking anyone with additional information to call our hotline at 1-800-550-NBPD. Messages may be left anonymously, if so desired.



To: Dave Kiff, City Manager  
From: David A. Webb, Public Works Director  
Date: January 8, 2016

## **The (Traffic) Force Awakens: Construction is Underway on the East Coast Highway Traffic Signal Project**

In late November, construction began to revitalize the aging traffic signal equipment on the City-operated portion of Coast Highway from Jamboree Road to Newport Coast Drive. This includes the replacement of several signal poles, controllers and related equipment. In addition, custom LED intersection street lights (as shown) will be installed to match existing streetlights in Corona del Mar Village. Anticipated completion is planned for early summer.



*Senior Civil Engineer Eric Loke and the new LED intersection street light*



*Sage Hill High School students preparing for a beach clean-up event*

## **PW Environmental Service Learning at Sage High School**

Students from Sage Hill School have been coordinating with Public Works staff on an environmental stewardship project. The project includes beach clean-ups and collecting water samples. The project will continue through the school year, and the students have already presented their preliminary results to the City's Water Quality/Coastal Tidelands Committee as well as the Newport Beach City Council.





*Senior Inspector Mike St. Clair examines the fiber optic conduit for the Signal Modernization Project on San Miguel*

## **Newport Boulevard Water Main Replacement Construction Update**

We are happy to report that construction is progressing nicely. The contractor recently installed the new 24-inch water main on Newport Boulevard across Via Lido. Due to heavy traffic in this area, most of the work was completed during nighttime hours. The contractor was able to backfill and pave the trench so that the road could be completely open to traffic before Thanksgiving.



As shown in this photo, we are now working on Central Avenue. Since the majority of the work on Newport Boulevard (between 28<sup>th</sup> Street and Via Lido) is complete, we will temporarily restripe the road to allow one additional northbound through lane. The contractor will still need to seal

the pipe joints from inside the pipe, clean and test the new pipe, and reconnect the smaller distribution water mains to the newly installed 24-inch transmission main. We are scheduled to complete this stretch by February 2016. The contractor will then start on the next and final stretch which is between 19<sup>th</sup> Street and 26<sup>th</sup> Street on Newport Boulevard. We would like to thank everyone for their continued patience as we complete this challenging project.

## **Lower Buck Gully Improvement Proves Sustainable, Successful**

After our major storm flurries this past week, we can see that the creek stabilization improvements installed in 2011 are safely conveying flood flows through lower Buck Gully protecting the banks from erosion and the native plants from washout.



To: Dave Kiff, City Manager

From: Laura Detweiler, Recreation & Senior Services Director

Date: January 8, 2016



**OASIS Annual Holiday Luncheon**

Over 190 seniors celebrated the holiday season at our annual Holiday Luncheon held Friday, December 18<sup>th</sup>. A caroling group sang traditional Christmas carols followed by local band Dallas & Doll, who performed a variety of holiday hits. Lunch was provided by Age Well Services and served by 18 volunteers, including our own City Manager and Councilmember Tony Petros. The holiday luncheon is a popular event at OASIS providing an opportunity for our seniors and staff to celebrate the holidays with thanks.

**Marina Park**

The City celebrated the Grand Opening of the new Marina Park Community Center on December 5, 2015. Over 2,000 people attended and received their first glimpse of the new site with all of its amenities. The event allowed the public to meet the community center's instructors and to learn more about the programs that would be offered. The community also got to explore the facility, and utilize the great new park and nautical themed playground. The event was a huge success.

The following week was the true initiation of the building as numerous people came in to try free sample classes. This was then followed by the community having the opportunity to enjoy the new "Window to the Bay" during the Boat Parade. Over 1500 people came to the facilities during this time.

Classes begin the week of January 11 and it's not too late to register. Classes run from preschool to seniors and there are a variety including art, fitness, sports, dance, music, kayaking, stand-up paddling, sailing and more. Enroll today!





### **OASIS To Host Health Brain Lecture**

On Wednesday, January 27 at 6pm, OASIS will host Dr. Tonia Vojtkofsky from Cognitive Care Solutions as she presents, *Maintaining Brain Health as We Age*. There are several modifiable risks that are related to brain health. Join Dr. Vojtkofsky as she discusses various strategies to keep the brain stronger for longer. Addressing these lifestyle factors can improve cognitive abilities and keep you functioning at your highest potential. She is the founder of Cognitive Care Solutions and leader in dementia healthcare. To RSVP for this free lecture email [oasiscenter@newportbeachca.gov](mailto:oasiscenter@newportbeachca.gov) or call 949-644-3244.

### **OASIS Wine and Cheese Social**

OASIS will be hosting our Wine and Cheese Social on Wednesday, January 20 from 5-6:30pm. Guests will be sipping on a variety of lovely wines and treating their pallets to some small bites of delicious cheeses and desserts. Those attending will enjoy entertainment by the talented Da Capo Players and have a chance to mingle among great company.

### **Winter Registration**

Winter registration is in full swing with classes starting next week, January 11. Visit us online at [www.newportbeachca.gov/recreation](http://www.newportbeachca.gov/recreation) to see all the wonderful programs that are available this season.

### **Newport Coast Facility Maintenance**

Over the holiday break the Newport Coast Community Center received fresh interior paint, new pickleball lines, and a resurfacing of the gym floor. This time is an opportunity for maintenance and allows staff to do significant work with zero impact to users of the facility. Staff has received many compliments on the work and is starting the year off right at Newport Coast Community Center!





# Things To Do In Newport Beach:

<input type="checkbox"/> Sun. 1/10 3pm	Sunday Musicales - Duo KYaria - Flute + Harp FREE Central Library -1000 Avocado Ave
<input type="checkbox"/> 1/18-1/31	Newport Beach Restaurant Week For more information, <a href="http://dinenb.com">dinenb.com</a>
<input type="checkbox"/> Wed. 1/20 2-2:30pm	OASIS Lecture: "Creating Appetizing Pureed Food" FREE OASIS-801 Narcissus Ave, for more info call 949-644-3244
<input type="checkbox"/> Wed. 1/20 5-6:30pm	OASIS Wine + Cheese Social \$5/person OASIS-801 Narcissus Ave, for more info call 949-644-3244
<input type="checkbox"/> 1/22-2/21	NTAC - "Steel Magnolias" For more information visit: <a href="http://www.ntaconline.com">www.ntaconline.com</a>
<input type="checkbox"/> Sat. 1/23 2-4pm	Marine Protected Hike "Changing of the Tides" Meets at the Little Corona Lifeguard Tower
<input type="checkbox"/> Wed. 1/27 6pm	OASIS Lecture: "Maintaining Brain Health as We Age" FREE OASIS-801 Narcissus Ave, for more info call 949-644-3244
<input type="checkbox"/> Sat. 1/27 7pm	Beyond the Canvas - Auguste Rodin + Camille Claudel FREE Central Library -1000 Avocado Ave
<input type="checkbox"/>	
<input type="checkbox"/>	

### Something to Ponder

"All my life, I always wanted to be somebody. Now I see that I should have been more specific."

-Jane Wagner