MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
JUNE 11, 2013

Per *Robert's Rules of Order Newly Revised 10th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapuente.org

A Regular Meeting of the City Council and Successor Agency of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on June 11, 2013, at 6:30 p.m.

6:30 P.M. CLOSED SESSION AGENDA

CALL TO ORDER

Mayor Klinakis called the meeting to order at 6:35 p.m.

ROLL CALL

Members present:	Holloway, Klinakis, House, and Argudo (Arrived at 6:40 p.m.)
Members absent:	Lewis
Staff present:	City Manager Plumlee, City Attorney Casso, City Clerk Jacquez-Nares, and Labor Attorney Jay Trinnaman

ORAL COMMUNICATIONS -- CLOSED SESSION - None.

RECESS INTO CLOSED SESSION:

City Attorney Casso recessed the City Council into closed session at 6:38 p.m. to discuss the item as posted on the agenda.

THE CITY COUNCIL WILL RECESS TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE 54957.6(f) TO CONFERENCE WITH LABOR NEGOTIATORS. AGENCY DESIGNATED REPRESENTATIVES: BRET M. PLUMLEE, CITY MANAGER; JAY TRINNAMAN, COUNSEL. EMPLOYEE ORGANIZATION: SEIU

RECONVENE TO OPEN SESSION

Mayor Klinakis reconvened to open session at 7:04 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Casso reported that the Council recessed into closed session as posted on the agenda there was no reportable action taken. He indicated for the record that Council Member Argudo arrived at 6:40 p.m. and participated in the closed session discussion.

7:00 P.M. OPEN REGULAR SESSION AGENDA

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:05 p.m.

ROLL CALL

Members present:	Klinakis, Argudo, Holloway, House, and Lewis (Arrived at 7:34 p.m.)
Members absent:	None
Staff present:	City Manager Plumlee, City Attorney Casso, City Clerk Jacquez-Nares, Director of Development Services Di Mario, Police Chief Lt. Cacheiro, City Engineer Pagett, Interim Administrative Services Director Steinbrink, Finance Manager Purificacion, and Recreation Manager Lerma

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

PRESENTATIONS

INTRODUCTION OF EXECUTIVE DIRECTOR ANDREA MILLER, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

Andrea Miller, Executive Director of the San Gabriel Valley Council of Governments (SGVCOG), introduced herself to the Council and provided a brief summary of her background and the services that the SGVCOG provides.

Marissa Creter, SGVCOG representative, also provided a brief summary of the services that they provide.

Council Member Holloway requested that the smaller Cities like La Puente be represented equally.

CERTIFICATES OF APPRECIATION TO TAX PREPARATION VOLUNTEERS

The Mayor and City Council presented a Certificate of Appreciation to Tax Preparation Volunteer Freya Schmus in attendance and Albert Chi would receive his in the mail.

ORAL COMMUNICATIONS

Leonard W. Rose Jr. stated that the Relay for Life Event was a good event. The event coordinators did a good job. He provided an update on his weight loss efforts. Mr. Rose stated that they arrested the person that murdered Jesse.

Mayor Klinakis requested clarification on the arrest. Police Chief Lt. Cacheiro stated he was unaware of any arrest.

Jeff Lewis provided a summary of the successful Relay for Life Event. He thanked the dignitaries that attended the event. Mr. Lewis thanked everyone who contributed, sponsored, and supported the event.

Council Member Holloway thanked Mr. Lewis, his committee, everyone involved, and the Kiwanis for a wonderful event.

Council Member House also thanked Mr. Lewis and everyone that participated. He is looking forward to next year's event.

Council Member Argudo thanked Mr. Lewis and all the volunteers.

Council Member Holloway stated that he talked to several people in attendance and they said that the change to the park was the best thing for this event.

Mayor Klinakis stated that staff did an excellent job and the residents noticed and commented that this was a great event.

Mayor Pro Tem arrived to meeting at 7:34 p.m.

Rev. M.G. Alonso requested support for their summer day camp they would like materials for an old fashion round up. She also requested that the City partner with their Bridge to Health Event that is tentatively scheduled for September 28, 2013. Rev. Alonso personally invited Council Member Argudo and Mayor Pro Tem Lewis to participate in the planning committee for the Bridge to Health event their next meeting is scheduled for July 8, 2013 at 10:00 a.m.

Marty Paz requested that the meeting be adjourned in the memory of Annie Yorba. He stated his concerns with the following: The Planning Commission and City Council meetings being held on the same day June 4, 2013; the lack of handicap access along the Valley Blvd. wall; the downtown lights not working; and the access to his house during the July 3, 2013 event. He believes that the City of Rosarito, Mexico has nicer streets than the City of La Puente. Mr. Paz stated that he supports the appointment of Planning Commissioner Dudley. He mentioned that the trees were trimmed at his home. He apologized to Jeff and Violeta Lewis and congratulated them both on their weight loss.

Mayor Pro Tem Lewis thanked Mr. Paz and appreciated his comments.

Rudy Almeida spoke on the registered sex offenders list and Assembly Bill AB109. He thanked Captain Murakami and the City Council for all they do for the City.

Council Member Holloway supports the request to adjourn in the memory of Annie Yorba and requested that the Mayor also adjourn the meeting in the memory of Roberta Cooper and Susana Berdin.

BOARDS/COMMISSION/COMMITTEE REPORTS

Mayor Klinakis reported that he attended the San Gabriel Valley Council of Governments SGVCOG meeting where the Alameda Corridor East (ACE) announced they are leaving the SGVCOG.

Council Member Holloway provided all of the Council and the City Manager with handouts of information from the San Gabriel Valley Mosquito & Vector Control District and the Sanitation District.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY

A-1 READ AND APPROVE THE MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF MAY 28, 2013

Council Member Holloway moved to waive the reading and approve the minutes of the special meeting of May 28, 2013 as amended and the minutes of the Regular meeting of May 28, 2013; seconded by Council Member Argudo. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL - None.

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

C-1 CONSIDERATION OF A THREE YEAR AGREEMENT WITH PHOENIX GROUP FOR PARKING CITATION MANAGEMENT AND PROCESSING SERVICES

Code Enforcement Supervisor Blakely provided a brief summary of this item.

Council Member Argudo requested clarification on the term of this agreement, the term of the former provider, and the ability to terminate the proposed three year agreement. He asked if the committee had a unanimous decision on the vendor being recommended for approval. Code Enforcement Supervisor Blakely stated that the former provider was for a couple of years; the last extension was for a year and currently was on a month to month since November of 2012. She stated that this new agreement had a termination clause. She also confirmed that it was a unanimous decision by the committee.

City Attorney Casso read the termination clause on the proposed agreement with allows for a five day termination upon written notice by the City and a 30 day termination upon written notice by the consultant.

Council Member House moved to approve the professional services agreement with Phoenix Group and authorize the City Manager to execute the agreement, subject to review and approval by the City Attorney as to form; seconded by Council Member Argudo. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

City Manager Plumlee requested that agenda item E-5 be taken out of order due to consultants being present to answer questions.

ITEM WAS TAKEN OUT OF ORDER

E-5 CONSIDERATION AND APPROVAL OF LOAN DOCUMENTS FOR REFINANCING OF DEBT FOR COMMUNITY CENTER

Interim Director of Administrative Services Steinbrink provided a brief summary on this item.

Council Member Argudo requested clarification on the terms and conditions and the cost of issuance. Interim Director of Administrative Service Steinbrink confirmed that the amount had increased to $68,000 for the cost of issuance schedule to allow for the title insurance.

Jeff Staba, Attorney, stated that it would cost $5,300 for the title insurance.

Council Member Argudo moved to (1) approve the loan documents, including the lease agreement, the site lease, the termination agreement, the memorandum of lease agreement, and the assignment agreement, and (2) approve Resolution No. 13-5078 of the City of La Puente relating to the refunding of the City's obligation with respect to a 2008 lease agreement, approving related financing documents, and authorizing official actions.; seconded by Council Member House. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

RECESS THE CITY COUNCIL

Mayor Klinakis recessed the City Council meeting at 8:06 p.m.

RECONVENE THE CITY COUNCIL

Mayor Klinakis reconvened the City Council meeting at 8:07 p.m.

C-2 RECOMMENDED BUDGET FOR FISCAL YEAR 2013-2014

Interim Director of Administrative Services provided a brief summary on this item.

Council Member Holloway asked for the amount it would cost to prepare a request for proposals (RFP) for the unregistered business license services. City Manager Plumlee stated that it would be the cost of staff's time only for the creation of the RFP and an estimate of this cost would be provided for Council at a future date.

Council Member Holloway requested clarification on the billing and collection of DUI cases and of unpaid parking citations, what would be done differently than the current process. Finance Manager Purificacion stated that the process would be more efficient and that the limits had been increased.

A Council and staff discussion ensued on the number of years the billing was behind, the system used for billing, how the reports were provided to the City, and the cost benefit in pursuing this revenue. By Council consensus, the item should be brought back at a future agenda for a full discussion. City Manager Plumlee stated that staff would bring back a full analysis of the collection process to the City Council for discussion.

City Manager Plumlee requested direction on Spotlight newsletter and City calendar. He stated that the current contract is expired and that staff can bring back options on these items.

Mayor Pro Tem Lewis requested that the staff bring back alternatives on the production and distribution of these items.

A Council and staff discussion ensued on the Capital Improvement Projects as to the timeline for completion, the available funding to complete these projects and pros and cons of the addition of the Valley Blvd. wall design project. Further discussion ensued on the use of the General Fund Reserves for these projects.

Council Member Holloway moved to approve the revised Capital improvement projects to include the Valley Wall design phase with the modification to the Gas Tax Fund; seconded by Mayor Pro Tem Lewis. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

Council Member Argudo moved to approve items R-3-Proposed savings on pay-off of HVAC lease of $ 270,000 in the amount of $60,000, R-4-Proposed additional interest on investments of LAIF funds in the amount of $53,000, R-5-Proposed hiring of a Company that will search for unregistered businesses in the amount of $15,000, R-6- Billing and collection of DUI cases and collection of unpaid parking citation in the amount of $20,000, and R-7-FY 12-13 surplus rollover to FY 13-14; seconded by Council Member House. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

Council Member Holloway stated his concerns with the election training for the 2014 City Council stand-alone election. He has an issue with the $20,000 for the City Clerk's Office election training being moved to the citywide training budget. He asked if that the $20,000 was only for the City Clerk's office use for the election training or was it for all employees citywide. Council Member Holloway asked again what the total amount for the 2012 election in order to compare it to the new budgeted amount. He wants to have enough money allocated for the election.

City Manager Plumlee stated that the $20,000 could be used by all employees but the intent of the $20,000 was for the City Clerk's office election's training. He stated that the total amount in this year's budget for the election was $90,000 plus the additional $20,000 for election training in the citywide budget and additional funds in the City Clerk's budget.

City Clerk Jacquez-Nares stated that there was $90,000 budgeted for the election but that the two part-time staff members for citywide records management were not in the budget.

Council Member Argudo stated that there had to be a dedicated amount for the elections training. He also had an issue with the change in the training funds from the City Clerk's budget to the citywide budget. He wants to make sure that there is a dedicated amount for training and wants to review the amount needed for the entire election. He would like to know who much it would be to consolidate.

Mayor Klinakis stated he does not take this election lightly; it was his understanding that there was enough money to run the election. He was going to make sure that the election was done correctly. He asked the City Manager to bring back the 2014 Election item for a full discussion at a future agenda.

Council Member Holloway stated that he does not support changing the elections; he was also requesting the expense for a consolidated and a stand-alone election.

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1342 FISCAL YEAR 2012-2013

Council Member Argudo moved to adopt Resolution No. 13-5077 approving Warrant Register No. 1342; seconded by Vince House. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 AUTHORIZATION TO SOLICIT BIDS FOR PHASE IV SEWER IMPROVEMENT PROJECT AND RELATED STREET RESURFACING AND CONCRETE REPAIRS

Development Services Director Di Mario provided a brief summary of this item. He also made a correction on the last street segment listed Wickford Avenue which would not be done.

Council Member Holloway asked if the other section on Inyo was being done. City Engineer Pagett stated that it had been done. Council Member Holloway asked about the City Facilities resurfacing and how they could get funded. City Engineer Pagett stated that they would be worked in with a project.

Council Member Argudo moved to 1) Approve the plans and specifications for Phase IV Sewer Improvement project and related Street Resurfacing and Concrete Repairs; and (2) Authorize Staff to solicit for bids; seconded by Council Holloway. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

E-2 CONSIDERATION AND REVIEW OF THE PASSPORT SERVICE PROVIDED BY THE CITY CLERK'S OFFICE AS A DESIGNATED PASSPORT ACCEPTANCE FACILITY BY THE U. S. DEPARTMENT OF STATE

City Clerk Jacquez-Nares provided a brief summary of this item.

Council Member Argudo asked how long a temporary cease of service could last if the City decided to go this route. City Clerk Jacquez-Nares answered that a time limit was not given by the State but that she would confirm if there was a time limit. Council Member Argudo stated his concerns with the sample time period and whether the processing fees could be raised.

Council Member House asked about the photo charge of $20 for the passport services and would like to see this in the analysis. City Clerk Jacquez-Nares clarified there was a $10 charge for photos.

Mayor Pro Tem Lewis suggested that the service be provided by appointment. She agrees that the process needs to be further discussed.

Council Member Holloway was concerned that the City was duplicating services. In 2003 there was more available staff to provide this service and now there was a limited amount of staff in City Hall with additional workloads. The number of non-residents using the service is twice the amount of residents and this service was also provided by the U.S. Post Office.

City Manager Plumlee stated that there was a significant amount of resources being used for the passport services. The summer months were the peak times and he would like to have staff utilize their time wisely. The removal of this service would allow for staff to work on other projects such as collections. The customer service counter was heavily impacted during the hours of 1 p.m. to 4 p.m. on the passport service day.

Mayor Klinakis stated it was a good service but the City could not do everything for everyone.

Council Member Holloway moved to eliminate the passport services; seconded by Mayor Klinakis. The motion failed by the following roll call vote: AYES: Klinakis and Holloway. NOES: Lewis, Argudo, and House.

Mayor Klinakis moved to temporarily suspend the passport services with the length of time to be determined by the City Council.

A Council and City Attorney discussion ensued as to the ability to make another motion on this item.

Mayor Klinakis withdrew his motion, he stated that he assumed that with the two hour discussion on the budget the City was in a cost saving mode but apparently he misunderstood.

City Manager Plumlee stated that staff could do an analysis for a longer time period and bring back options on the passport program.

City Attorney Casso requested that the Mayor solicit thoughts from the three members that voted against the original motion.

Council Member House would like to have all the revenues collected such as the photos in the analysis. He would like to provide the services to only residents.

Council Member Argudo agrees, a majority decision has been made, and the Council should move forward and address this at a later date.

Council Member Holloway stated to City Attorney Casso that he disagrees with his findings that once a motion was made a second motion could not be made.

City Attorney Casso stated that he was not trying to preclude them in making a decision. He thought the motion was going to be a similar motion but if it was to suspend the services then that could be done.

Mayor Pro Tem Lewis stated that she would like to see other alternatives she does not support discontinuing the service without any discussion. She would like to have this item agendized and that staff provide alternatives before they can discontinue the program.

E-3 UPDATE ON CITY SPONSORED SPECIAL EVENTS

Recreation Manager Lerma provided a brief summary of this item.

Council Member Argudo thanked Recreation Manager Lerma for the report.

Mayor Pro Tem Lewis also thanked Recreation Manager Lerma for her efforts in standardizing the City's events.

Recreation Manager Lerma stated that she would pass along to all of her staff the kind words of appreciation from the City Council because it had been a team effort.

E-4 DISCUSSION AND DIRECTION REGARDING THE CITY'S ANNUAL FORTUNATO JIMENEZ INDEPENDENCE DAY CELEBRATION AND FIREWORK SHOW

Recreation Manager Lerma provided a brief summary of this item.

Council Member House commended Recreation Manager Lerma on a good report; he requested that the dignitaries get specific instructions on how to enter their parking area.

Mayor Klinakis requested that more port-a-potties be available for the event. Director of Development Services stated that there would be double the amount of last year's available for this year's event 40 in total. Mayor Klinakis asked how the residents in the blocked off areas would get to their homes. Recreation Manager Lerma stated that staff would have to discuss this issue in order to provide a solution on their access.

City Manager Plumlee stated that last year they had started late and this year they want to start on time.

Council Member Holloway stated that there had been issues on Stimson and Glendora where they blocked off the alleys and people would get charged to park there.

Council Member Argudo moved to approve the recommendations that were made by the Special Events Ad Hoc Committee concerning the logistics for the Fortunato Jimenez Independence Day Celebration and Firework Show event; seconded by Council Member House. The motion unanimously carried by the following roll call vote: AYES: Klinakis, Lewis, Argudo, Holloway, and House. NOES: None.

ADHOC COMMITTEE REPORTS - None.

AB 1234 REPORTS - None.

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Lewis thanked City staff for the Relay for Life event.

Council Member Holloway reminded Mayor Klinakis to adjourn the meeting in the honor of the three aforementioned residents.

Council Member House thanked the members in the audience that stayed for the entire meeting.

ORAL COMMENTS FROM STAFF

City Manager Plumlee reminded the City Council that the next budget meeting is scheduled for June 18, 2013 and there would also be an additional item to consider on Information Technology Services extension of the agreement with ClientFirst. He thanked the Council for their feedback and staff for their hard work on the budget.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Klinakis adjourned the meeting at 10:32 p.m. in the memory of Annie Yorba, Roberta Cooper, and Susana Berdin.

Approved this 11th day of June 2013

Pat Jacquez-Nares, CMC
City Clerk/Secretary

Violeta M. Lewis
Mayor Pro Tem/Vice Chair