

MINUTES
LA PUENTE CITY COUNCIL
SPECIAL MEETING OF
APRIL 19, 2016

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.lapueente.org

An Adjourned Meeting of the City Council of the City of La Puente was held in the La Puente Center Workman Room, 501 N. Glendora Avenue, La Puente, California, on April 19, 2016.

CALL TO ORDER

Mayor Holloway called the meeting to order at 8:00 a.m.

ROLL CALL

Members present: Holloway, Munoz, Argudo (arrived at 8:15 a.m.), Klinakis, Lewis.

Members absent: None.

Staff members present: City Manager/Executive Director Carmany, Director of Administrative Services Bird, Lieutenant Cachiero, City Attorney/Legal Counsel Casso, Development Services Director Di Mario, Finance Manager Gitmed, Recreation Manager Lerma, Management Assistant Mastrosimone, City Engineer Pagett.

PLEDGE OF ALLEGIANCE

John Solis led the Pledge of Allegiance.

ORAL COMMUNICATIONS

None.

WELCOME, PURPOSE OF THE RETREAT, PUBLIC COMMENT AND INTRODUCTION OF THE FACILITATOR AND RECORDER

Mayor Holloway welcomed the participants and presented an overview of the meeting.

ROLE OF THE FACILITATOR, RECORDER, GROUP AND PUBLIC; STRATEGIC PLANNING ELEMENTS; AGENDA

Marilyn Snider, Facilitator, explained her role in the process and introduced the recorder, Michelle Luna.

INTRODUCTIONS OF THE GROUP

All meeting attendees introduced themselves.

The following items were discussed and the Six-Month Strategic Objectives are attached to these minutes as Attachment "A":

CITY OF LA PUENTE:

- Mission/Purpose Statement
- Core Values/Guiding Principles
- Three Year Goals (2014-2017)

WHAT ARE THE STRENGTHS AND THE ACCOMPLISHMENTS OF THE CITY OF LA PUENTE SINCE THE OCTOBER 21, 2015 STRATEGIC PLANNING RETREAT?

WHAT ARE THE CITY OF LA PUENTE'S CURRENT INTERNAL WEAKNESSES/CHALLENGES?

WHAT ARE THE EXTERNAL FACTORS/TRENDS (E.G., ECONOMIC, POLITICAL, DEMOGRAPHIC, TECHNOLOGICAL, ENVIRONMENTAL, HEALTH) THAT WILL/MIGHT HAVE AN IMPACT ON THE CITY OF LA PUENTE IN THE COMING YEAR:

- Positively (Opportunities)?
- Negatively (Threats)?

REVIEW AND REVISE, IF NEEDED, THE THREE-YEAR GOALS (WHAT THE CITY OF LA PUENTE NEEDS TO ACCOMPLISH)

IDENTIFY SIX-MONTH STRATEGIC OBJECTIVES (HOW THE GOALS WILL BE ADDRESSED – BY WHEN, WHO WILL BE ACCOUNTABLE, FOR WHAT SPECIFIC, MEASURABLE RESULTS) FOR EACH OF THE THREE-YEAR GOALS

NEXT STEPS/FOLLOW-UP PROCESS TO MONITOR PROGRESS ON THE GOALS AND OBJECTIVES (INCLUDING SETTING A DATE IN 6 MONTHS TO UPDATE THE STRATEGIC PLAN)

SUMMARY OF THE RETREAT

Ms. Snider thanked the participants, gave a summary of the meeting including positives and weaknesses and asked each participant to share a positive word regarding the process.

CLOSING REMARKS

Mayor Holloway thanked the participants.

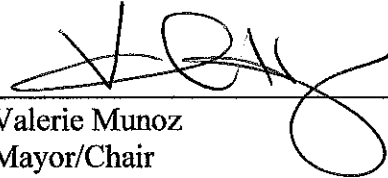
ADJOURNMENT

There being no further business to come before the City Council, Mayor Holloway adjourned the meeting at 11:00 a.m.

Approved this 10th day of May, 2016.



Sheryl Garcia
Chief Deputy City Clerk



Valerie Munoz
Mayor/Chair

Attachment "A": Six-Month Strategic Objectives

CITY OF LA PUENTE
SIX-MONTH STRATEGIC OBJECTIVES
April 19, 2016 – October 15, 2016

THREE-YEAR GOAL: <i>ACHIEVE FINANCIAL STABILITY AND SUSTAINABILITY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By June 1, 2016	City Manager	Negotiate a reduced annual increase for the Sheriff's Department contract.				
2. By June 1, 2016	City Manager and Director of Admin Services	Present to the City Council for action a balanced 2016-2017 budget.				
3. By June 1, 2016	City Manager	Recommend to the City Council for action a Landscaping and Lighting resolution.				
4. By July 1, 2016	Administrative Services Director and Finance Manager, working with the City Attorney	Recommend to the City Council for action a revised procurement ordinance.				
5. By July 1, 2016	Director of Admin Services	Present to City Council for action refinancing of the 20-year sewer bonds.				
6. By August 15, 2016	Chief Deputy City Clerk	Develop and present to the City Manager an updated and accessible contract tracking system.				
7. By September 1, 2016	Director of Admin Services and Development Services Director	Complete and bring forward to the City Council for action a Cost Allocation Plan and User Fee Study with recommendations.				
8. By October 15, 2016	City Manager, working with an ad hoc Revenue Generating Committee appointed by the Mayor	Create a Supplemental Revenue Generating Plan and present options to the City Council for action.				

THREE-YEAR GOAL: <i>ENHANCE CITY FACILITIES AND INFRASTRUCTURE</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2016	Development Services Director and City Engineer	Complete the Sidewalk Maintenance Project at 11,000 locations (Phase D).				
2. By June 15, 2016	Development Services Director and City Engineer	Begin citywide inventory of street name signs, regulatory signs and curb markings for replacement and identify funds for implementation.				
3. By June 15, 2016	Development Services Director	Develop and present to the City Council for action a plan to replace 13 deteriorating bus shelters utilizing current funding.				
4. By July 1, 2016	Development Services Director and City Engineer	Complete design and authorization for bid for Temple Avenue West Parkway Improvement Project.				
5. By July 15, 2016	Development Services Director and City Engineer	Complete construction of the Valley Boulevard Wall.				
6. By July 15, 2016	Development Services Director and City Engineer	Recommend to the City Council authorization for Amar Road Highway Safety Improvement Program (HSIP) Signal Improvement Project.				
7. By July 15, 2016	Development Services Director and City Engineer	Identify and present to the City Council funding options to improve the condition of the City's streets.				

THREE-YEAR GOAL: *ENHANCE THE IMAGE AND PERCEPTION OF THE CITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By July 1, 2016	City Manager and City Attorney, with input from the ad hoc Public Art Committee	Develop and recommend to the City Council an Art in Public Places ordinance.				
2. By August 1, 2016	City Manager, with assistance from the City Attorney and an ad hoc Billboard Committee	Present to the City Council for action an amended electronic sign ordinance and a development agreement for the installation of electronic signs.				
3. By August 15, 2016	Recreation Director, working with IT staff	Develop a plan for implementing new programming for the public access channel and present to the City Manager.				
4. By September 15, 2016	Chief Deputy City Clerk and the Director of Recreation, with assistance of Consultant Vince Mastrosimone	Enhance social media presence and update the City's Wikipedia page.				
5. By October 15, 2016	City Attorney and City Manager, working with the City Engineer, Consultant Vince Mastrosimone and an ad hoc Public Art Committee	Recommend to the City Council for direction an Art in Public Places Program, including policies and procedures.				

THREE-YEAR GOAL: <i>ENHANCE PUBLIC SAFETY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2016 and quarterly thereafter	Police Chief, working with the Code Enforcement Manager and an ad hoc Code Enforcement Committee	Present to the City Council a Code Enforcement Department Progress Report, including caseloads and staffing levels (code, parking and CSO).				
2. By June 15, 2016	City Attorney and City Manager	Recommend the ending of taxi franchises and present to the City Council for action a new Taxi Regulatory Program.				
3. By August 15, 2016	Police Chief and City Manager, working with a consultant	Present to the City Council for action a Hazard Mitigation Plan.				
4. By October 15, 2016	Police Chief and City Manager	Present to the City Council for action an Emergency Preparedness Plan.				

THREE-YEAR GOAL: *ENHANCE CITY PROGRAMS AND ACTIVITIES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 15, 2016 and quarterly thereafter	Recreation Director	Update the City Council on possible joint use of school facilities for City programs.				
2. On August 2, 2016	Recreation Director	Hold a 60 th Anniversary of La Puente celebration at La Puente Park.				
3. By August 15, 2016	Council Member Valerie Munoz and the Director of Admin Services, working with an ad hoc Grant Writing Committee and Consultant Vince Mastrosimone	Recommend to the City Council for action a grant writing framework, authorization to go out to bid for a grant writing contractor/firm or identification of a grant writer in-house.				