

MINUTES
LA PUENTE CITY COUNCIL
SPECIAL MEETING OF
OCTOBER 26, 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 October 26, 2016.

CALL TO ORDER

Mayor Munoz called the meeting to order at 8:30 a.m.

ROLL CALL

Members present: Munoz, Lewis, Holloway and Solis.

Members absent: Argudo.

Staff members present: City Manager/Executive Director Carmany, Director of Administrative Services Bird, Sergeant Suh, City Attorney/Legal Counsel Casso, Development Services Director Di Mario, Chief Deputy City Clerk Garcia, Finance Manager Gitmed, Recreation Manager Lerma, Management Assistant Mastrosimone, City Engineer Pagett, Assistant City Attorney Sparks.

PLEDGE OF ALLEGIANCE

Mayor Munoz led the Pledge of Allegiance.

ORAL COMMUNICATIONS

None.

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

Mayor Munoz 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 APRIL 19, 2016 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 Pro Tem Lewis thanked the participants.

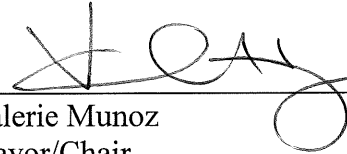
ADJOURNMENT

There being no further business to come before the City Council, Mayor Pro Tem Lewis adjourned the meeting at 11:45 a.m.

Approved this 8th day of November, 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
October 26, 2016 – April 15, 2017

THREE-YEAR GOAL: <i>ACHIEVE FINANCIAL STABILITY AND SUSTAINABILITY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By December 1, 2016	City Attorney	Draft State legislation regarding use of Lighting District monies and present to our local State legislator to carry the bill.				
2. By February 1, 2017	Director of Admin Services and Finance Manager, working with the City Attorney	Recommend to the City Council for action a new procurement ordinance.				
3. By February 15, 2017	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.				
4. By March 1, 2017	Director of Admin Services	Present to the City Council a midyear budget review.				
5. By April 15, 2017	Director of Admin Services	Present to the City Council a balanced budget for FY 2017-2018.				

THREE-YEAR GOAL: <i>ENHANCE CITY FACILITIES AND INFRASTRUCTURE</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By February 1, 2017	Development Services Director and City Engineer	Ensure completion of installation of 14 new bus shelters in the city.				
2. By March 1, 2017	Development Services Director and City Engineer	Identify and present to the City Council funding options to improve the condition of the City's streets.				
3. By March 1, 2017	Development Services Director and City Engineer	Complete citywide inventory of street name signs, regulatory signs and curb markings for replacement.				
4. By March 15, 2017	Development Services Director and City Engineer	Recommend to the City Council authorization to bid Amar Road Highway Safety Improvement Program (HSIP) Signal Improvement Project.				
5. By March 15, 2017	Development Services Director	Present to the City Council for consideration three options for the Valley Boulevard Improvement Plan, utilizing City of Industry loan proceeds.				
6. By April 1, 2017	Development Services Director and City Engineer	Present to the City Council for action a contract for powder-coating the 52 remaining bus shelters in the city.				

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

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the November 8, 2016 City Council meeting	Mayor Valerie Munoz	Create an ad hoc Public Art Committee.				
2. By February 1, 2017	City Manager and City Attorney, with input from the Planning Commission and the ad hoc Public Art Committee	Develop and recommend to the City Council an Art in Public Places ordinance.				
3. By February 1, 2017	Recreation Services Director and Chief Deputy City Clerk	Prepare a Social Media Marketing Plan and present to the City Manager.				
4. By March 1, 2017	Chief Deputy City Clerk and Management Analyst	Explore opportunities and make a recommendation to the City Manager to upgrade the audio/visual and the ADA compliance in the Council Chambers, and lobby to increase public access to information.				
5. By March 1, 2017	City Attorney and City Manager, working with the City Engineer, Consultant Vince Mastro Simone and an ad hoc Public Art Committee	Recommend to the City Council for direction an Art in Public Places Program, including policies and procedures.				
6. By April 15, 2017	Chief Deputy City Clerk and Recreation Services Director, with assistance of Consultant Vince Mastro Simone	Update the City's Wikipedia page.				
FUTURE: By _____	Recreation Services Director, working with IT staff	Develop a plan for implementing new programming for the public access channel and present to the City Manager.				

THREE-YEAR GOAL: <i>ENHANCE PUBLIC SAFETY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By December 1, 2016	City Attorney	Present to the City Manager the issue of taxi franchises.				
2. At the January 10, 2017 City Council meeting	City Attorney, with input from the Planning Commission	Provide an ordinance to the City Council for consideration to prohibit the cultivation and sale of recreational marijuana.				
3. At the January 10, 2017 City Council meeting and quarterly thereafter	Captain Murakami	Provide a crime statistics and staffing issues update to the City Council.				
4. By February 1, 2017	Police Chief and City Manager, working with a consultant	Present to the City Council for action a Hazard Mitigation Plan.				
5. By February 1, 2017	Special Assignment Officers (SAO) Team and City Manager (Sergeant Suh-lead)	Conduct another Business Watch outreach event.				
FUTURE: By _____	Police Chief and City Manager	Present to the City Council for action an Emergency Preparedness Plan.				

THREE-YEAR GOAL: <i>ENHANCE CITY PROGRAMS AND ACTIVITIES</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the January 10, 2017 City Council meeting	Recreation Services Director, working with the City manager and Development Services Director	Present to the City Council for consideration alternative layouts for La Puente Live, the open air street fair.				
2. By January 15, 2017	Recreation Services Director, working with the Management Consultant	Develop a list of grants for which the City can apply, using existing City Staff.				
3. By February 15, 2017	Recreation Services Director, working with a Council ad hoc Committee	Develop and hold the first meeting for a community alliance group (comprised of local service groups) to strengthen community partnerships.				
4. By April 15, 2017	Recreation Services Director	Recommend to the City Manager opportunities for older adult education for the Senior Center.				
5. By April 15, 2017	Recreation Services Director, working with the City Manager and the Parks and Youth ad hoc Committee	Present to the City Council for discussion a framework for awarding City grants to community organizations.				

