MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
JANUARY 9, 2018

Per *Robert's Rules of Order Newly Revised 11th 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 Closed Session and Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, January 9, 2018, at 6:30 p.m.

6:30 P.M.
CLOSED SESSION

CALL TO ORDER

Mayor Lewis called the meeting to order at 6:30 p.m.

ROLL CALL

Members present:	Lewis, Holloway, Argudo (arrived at 6:37 p.m.), Munoz, Solis.
Members absent:	None.
Staff members present:	City Attorney Casso, Director of Development Services Di Mario, Interim Director of Administrative Services Butzlaff, City Clerk Garcia, and Management Assistant Dunlap.

ORAL COMMUNICATIONS

None.

RECESS INTO CLOSED SESSION

The City Council recessed into closed session at 6:31 p.m. to discuss items as posted on the agenda.

1. THE CITY COUNCIL WILL RECESS TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)—ANTICIPATED LITIGATION, SIGNIFICANT EXPOSURE TO LITIGATION

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 7:11 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Casso reported that as to Item 1, no reportable action was taken and there was nothing further to report.

7:00 P.M. AGENDA
OPEN SESSION

CALL TO ORDER

Mayor Lewis called the meeting to order at 7:11 p.m.

ROLL CALL

Members present:	Lewis, Holloway, Argudo, Munoz, Solis.
Members absent:	None.
Staff members present:	City Attorney Casso, Director of Development Services Di Mario, Interim Director of Administrative Services Butzlaff, City Clerk Garcia, Director of Community Services Lerma, Finance Director Gitmed, Management Assistant Dunlap, and City Engineer Paggett.

PLEDGE OF ALLEGIANCE

Luis Molina led the Pledge of Allegiance.

PRESENTATIONS

Kamila Loperena-Beattie, Sunset Elementary School student, thanked the City for its efforts in providing a wonderful holiday season for the deserving family at Sunset. She noted the actions brought joy and happiness to the family and the Sunset community. She stated every month is an opportunity for Project LEAD and is excited for the upcoming Youth in Government Day, which helps kids function and grow. She spoke about an upcoming event "Jump Rope for Hearts" drive where students will raise funds through the American Heart Association to help fight heart disease and promote healthy living.

Code Enforcement Manager Mrakich provided an update and introduced officers of the Code Enforcement Division.

ORAL COMMUNICATIONS

Wendy Ross noted her concerns regarding parking issues on Hurley Street and the Bodega shopping center.

Andrea Moreno, on behalf of Supervisor Hilda Solis, presented the City Council with the Supervisor's 2017 year in review holiday card. She noted the upcoming Greater Los Angeles Homeless Count being conducting on January 23, 2018, and encouraged everyone to participate.

BOARDS/COMMISSION/COMMITTEE REPORTS

Mayor Pro Tem Holloway reported that he recently attended sexual harassment training through the San Gabriel Valley Mosquito & Vector Control District.

Council Member Solis reported that he and Acting City Manager/Director of Development Services Di Mario attended the League of California Cities meeting and a presentation was given on earthquake preparedness.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS OF DECEMBER 12, 2017

A motion was made by Council Member Solis, seconded by Council Member Munoz, to waive the reading and approve the Minutes of the City Council and Successor Agency meeting of December 12, 2017. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL

B-1 CONSIDERATION OF A RESOLUTION APPROVING THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FISCAL YEAR 2018-19

Acting City Manager/Director of Development Services Di Mario presented a staff report regarding the annual program which supports public services, housing rehabilitation grants and code enforcement activities.

Council Member Argudo requested additional information on unprogrammed funds and the number of housing rehabilitation program applicants. Acting City Manager/Director of Development Services Di Mario stated that unprogrammed funds are unspent funds or income received though the repayment of loans and the housing rehabilitation program limit is a $12,000 grant for low income applicants for property repairs.

Discussion ensued regarding the number of grants assisting on an annual basis and the number currently on the waiting list.

Mayor Lewis opened the public hearing. There being no members of the public wishing to speak, Mayor Lewis closed the public hearing.

A motion was made by Council Member Solis, seconded by Council Member Munoz, to adopt Resolution No. 18-5380 authorizing the City's CDBG Program for Fiscal Year 2018-19. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

At the direction of the City Council, Mayor Lewis recessed the City Council meeting at 7:45 p.m. and reconvened the City Council meeting at 8:00 p.m.

At the direction of City Council, Item C-1 was moved and heard before Item E-1.

C-2 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH EDSA, INC. FOR SERVICES FOR THE DEVELOPMENT OF A PARKS MASTER PLAN IN THE AMOUNT OF $100,500.00

Director of Community Services Lerma provided a staff report.

Mayor Pro Tem Holloway stated there is money available from the County and to obtain funds the City must have a plan in place. Discussion ensued regarding available grants, the park restroom upgrade project and park maintenance issues.

Acting City Manager/Director of Development Services Di Mario noted that the date on the agreement would need to reflect the effective date of January 9, 2018, with a term completion date of September 30, 2018.

A motion was made by Council Member Munoz, and seconded by Mayor Lewis, to approve the professional services agreement with EDSA, Inc. for the development of a Parks Master Plan with the revised dates; (2) authorize the City Manager to execute the professional services agreement on behalf of the City; and (3) authorize the appropriation of $100,500 of Lighting and Landscape Maintenance Funds from available fund balance. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D. CITY COUNCIL CONSENT CALENDAR

Council Member Argudo pulled Item D-2 for further discussion.

A motion was made by Mayor Pro Tem Holloway, seconded by Council Member Munoz, to approve Consent Calendar Item D-1. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1442

Action taken: The City Council and Successor Agency adopted Resolution No. 18-5381 approving Warrant Register No. 1442.

D-2 CONSIDERATION OF AWARD OF CONTRACT TO LINE TECH CONTRACTORS, INC. FOR THE PARK RESTROOM IMPROVEMENT PROJECT AT LA PUENTE PARK IN THE AMOUNT OF $253,000.00

This item was pulled by Council Member Argudo for further discussion.

Council Member Argudo inquired regarding the square footage of the restroom building. Acting City Manager/Director of Development Services Di Mario stated it was approximately 3,000 square feet.

Discussion ensued regarding the number of bidders submitted for the project and the appropriation of CDBG funds to the project.

A motion was by Mayor Lewis, and seconded by Council Member Munoz, to: (1) award the contract to Line Tech Contractors, Inc. in the amount of $253,000.00; (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount; and (3) authorize the appropriation of an additional $35,000 of CDBG Funds to this project. The motion was carried by the following roll call vote:

AYES:	Lewis, Holloway, Munoz
NOES:	Argudo, Solis
ABSTAIN:	None
ABSENT:	None

C-1 PRESENTATION AND UPDATE ON THE STATUS OF THE CITY'S EMERGENCY PREPAREDNESS PLANS

Acting City Manager/Director of Development Services Di Mario introduced Carolyn Harshman with Emergency Planning Consultants, who provided a presentation on the City's Emergency Management Program outlining the Emergency Operations Plan, Hazard Mitigation Plan and Staff training and education.

Discussion ensued regarding the City Council's participation in cross-training; level of participation from Los Angeles County Fire and Sheriff's Department; costs associated with the various emergency plans and the next steps moving forward.

Mayor Lewis asked if the City Council will have the opportunity to provide input in the draft and final plans. Ms. Harshman indicated there will be an opportunity for input.

Council Member Munoz recommended that the City Council take the free FEMA courses offered and requested staff to provide the City Council with upcoming training sessions. Mayor Lewis inquired about conducting a study session on the item.

The City Council received and filed the update.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 DISCUSSION AND APPOINTMENTS BY THE MAYOR TO REGIONAL BOARDS AND CONSIDERATION OF A RESOLUTION APPOINTING SPECIFIC REPRESENTATIVES TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

Mayor Lewis made the following appointments to regional boards, commissions and committees:

Council Member Solis as the delegate and Council Member Munoz as the alternate to the California Contract Cities Association.

Mayor Lewis as the delegate and Mayor Pro Tem Holloway as the alternate to Sanitation Districts 15 and 21.

Council Member Argudo as the delegate and Council Member Solis as the alternate to the League of California Cities.

Mayor Lewis as the delegate and Council Member Argudo as the alternate to the City Selection Committee.
Council Member Holloway as the delegate and Mayor Lewis as the alternate to the San Gabriel Valley Council of Governments.

Mayor Lewis as the delegate and Mayor Pro Tem Holloway, Council Member Argudo, Council Member Munoz and Council Member Solis as the alternates to the Southern California Joint Powers Insurance Authority.

Council Member Munoz as the delegate and Mayor Lewis as the alternate to the Foothill Transit Governing Board.

Council Member Holloway as the delegate to the San Gabriel Valley Mosquito & Vector Control District.

A motion was made by Council Member Solis, seconded by Council Member Argudo, to adopt Resolution No. 18-5383 Appointing Specific Representatives to the San Gabriel Valley Council of Governments. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

E-2 INTRODUCTION AND CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, REAUTHORIZING THE CITY'S PUBLIC, EDUCATIONAL, AND GOVERNMENTAL (PEG) FEES BY AMENDING CHAPTER 5.56 OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) OF THE LA PUENTE MUNICIPAL CODE, BY ADDING SECTION 5.56.130 REAUTHORIZING THE COLLECTION OF A PUBLIC, EDUCATIONAL, AND GOVERNMENTAL FEE ON STATE VIDEO FRANCHISEES OPERATING WITHIN THE CITY

Interim Director of Administrative Services Butzlaff presented a staff report regarding the public, educational, and governmental access fee (PEG Fees) that the City receives annually to support council chamber equipment and cable operations.

A motion was made by Council Member Argudo, seconded by Council Member Munoz, to waive reading and read by title only Ordinance No. 18-950. The motion carried by the following roll call vote:

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

City Attorney Casso read the title into the record.

A motion was made by Council Member Argudo, seconded by Council Member Munoz, to introduce Ordinance No. 18-950, an ordinance of the City Council of the City of La Puente, amending Chapter 5.56 of Title 5 (Business Licenses and Regulations) of the La Puente Municipal Code, by adding Section 5.56.130 reauthorizing the collection of a public, educational, and governmental fee on state video franchisees operating within the City.

AYES:	Lewis, Holloway, Argudo, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

ADHOC COMMITTEE REPORTS

Landscape and Lighting District: Nothing to report.

Code Enforcement: Nothing to report.

La Puente Park and Youth Program Oversight: Mayor Lewis noted a meeting of the committee would take place on January 11, 2018.

Military Banner Recognition Program: Nothing to report.

Public Art: Nothing to report.

Community Alliance: Nothing to report.

Grant Writing: Nothing to report.

Traffic Sign Inventory and Revitalization: Nothing to report.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Holloway noted that City Manager Carmany would be returning on Monday, January 15, 2018 for 4 hours a day. He thanked Acting City Manager/Director of Development Services Di Mario for filling in during the City Manager's absence.

Council Member Solis inquired on the City calendar and the Spotlight publication. Acting City Manager/Director of Development Services Di Mario stated the calendars were distributed to the post office and the Spotlight was provided to the post office before Christmas and both were available for pick up at all City facilities. Director of Community Services Lerma noted staff was in the process of reviewing applicants from the RFP for printing and distributing services.

In response to an inquiry by Council Member Solis, Acting City Manager/Director of Development Services Di Mario stated the existing wood to the baseball backstops is being replaced.

In response to an inquiry by Council Member Argudo, Acting City Manager/Director of Development Services Di Mario stated staff is currently working on irrigation to the infields.

Mayor Lewis thanked the City Council for their vision on supporting and passing the parks master plan. She stated it is a fresh start for the City Council and an opportunity to make the park amazing and a show piece for the community.

ORAL COMMENTS FROM STAFF

Acting City Manager/Director of Development Services Di Mario reported that the budget season is underway; the mid-year budget review is scheduled for February 13, 2018; and the draft 2018/19 budget will be distributed the week of April 16, 2018. He further noted sandbags were available for residents at the Community Center.

ADJOURNMENT

There being no further business before the City Council, Mayor Lewis adjourned the meeting at 9:26 p.m.

Approved this 23rd day of January, 2018.

Sheryl Garcia
City Clerk

Violeta Lewis
Mayor/Chair