

MINUTES
ALHAMBRA CITY COUNCIL
ALHAMBRA REDEVELOPMENT AGENCY
Joint Adjourned Regular Meeting
June 2, 2010
8:00 a.m.

ROLL CALL: At 8:30 a.m., on Wednesday, June 2, 2010, after continental breakfast and informal conversation which began at 8:00 a.m., the Alhambra City Council and the Alhambra Redevelopment Agency (ARA) met in Salon 3 of *Almanson Court*, 700 South Almanson Street, Alhambra, California.

CITY COUNCIL/ARA BOARD MEMBERS:

PRESENT: MESSINA, YAMAUCHI, SHAM
ABSENT: PLACIDO, AYALA

Officials Present: City Manager/ARA Executive Director Fuentes, Assistant City Attorney/Agency Counsel Richman, Assistant City Manager/Personnel Director Bacio, City Clerk/ARA Assistant Secretary Myles, Interim Director of Development Services/ARA Executive Director Funk, Interim Director of Finance Wong, Library Director Hernandez, Chief of Police Hudson, Deputy City Manager/Director of Utilities Swink, Fire Chief Stedman, Director of Community Services Jarvis, Deputy City Manager/Director of Administrative Services Schultz, Director of Public Works Chavez and Assistant to the City Manager Hayashi, Assistant to the City Manager Keating, Administrative Analyst Paulson.

Also present were Marilyn Snider, Facilitator, Snider and Associates, and Gail Tsuboi, Recorder, Tsuboi Design.

NOTICE NO. N2M10-66: City Clerk/ARA Assistant Secretary Myles reported that she had duly given notice of this meeting pursuant to the order of the Mayor and ARA Chairman and in accordance with Section 54955 of the Government Code of the State of California.

OPEN STRATEGIC PLANNING RETREAT: At 8:30 a.m., Mayor **SHAM** opened the meeting, welcoming everyone in attendance.

AYALA: At 8:32 a.m. Mr. Ayala entered the room

1. ORAL COMMUNICATIONS – F2M10-4

1. **Oscar AMARO**, 1808 South Sixth Street, **Oscar AMARO**, 1808 South Sixth Street, representing the Alhambra Preservation Group, asked that the Council

consider adding a historic preservation element to the City's General Plan as preserving history in the City was important.

PLACIDO: At 8:34 a.m. Dr. Placido entered the room

2. **Eleanor CARTER**, 1113 South Fourth Street, thanked the Council for producing the Residential Design Guidelines for the City of Alhambra as they had been helpful in her capacity as a member of the Design Review Board. She also asked that the Council consider the addition of a historic preservation element to the General Plan and suggested the creation of a historic review committee.
3. **Michael LAWRENCE**, 1136 South Monterey Street, also spoke on behalf of the Alhambra Preservation Group and thanked the Council for developing the Residential Design Guidelines. He asked that the Council make historic preservation a focus and work with the Alhambra Preservation Group to help protect historic homes in the City.

2. ARA/CITYCOUNCIL/MANAGEMENT STRATEGIC PLANNING RETREAT -F2M8-58

The City Council/Agency Board, City Manager, Department Heads and Facilitator Marilyn Snider, assisted by Gail Tsuboi as Recorder, held a Strategic Planning Retreat, the purpose of which was to update the City's Strategic Plan which was originally developed in October, 1992, by reviewing that certain set of three-year (2008-2011) goals which were developed on December 4, 2008 and the six-month objectives set on the same date to implement the same and by identifying a new set of six-month objectives for each of these goals.

Continental breakfast and informal conversation began at 8:00 a.m., with the retreat beginning promptly at 8:30 a.m. At 10:15 a.m., a 15-minute recess was called and the retreat reconvened at 10:30 a.m. At 12:15 p.m., the participants broke for lunch and at 1:00 p.m. the retreat reconvened.

SUMMARY

The following **Mission Statement** was reviewed and found to be still on point:

The City of Alhambra is dedicated to responsive, creative leadership and quality services ensuring desirable neighborhoods and a supportive business environment while being sensitive to the diversity of our community.

Likewise, the following **Vision Statement** was reviewed and found to be still on point:

The City of Alhambra shall be the premier family-oriented and economically prosperous community in the San Gabriel Valley.

Additionally, the following **Core Values** (not in priority order) were reviewed and found to be still relevant:

The City of Alhambra values . . .

High level of customer service
High ethical standards
Professionalism
Commitment, responsibility and accountability
Compassionate, responsive service delivery
Innovation and creativity
Inclusiveness and diversity

The following **Three-year (2008-2011) Goals** (not in priority order) were likewise reviewed:

- Enhance commercial development, housing and jobs creation to ensure the long-term financial viability of the City
- Provide premier customer service
- Improve the pride, character and quality of our neighborhoods
- Improve and expand infrastructure and facilities, including recreation and leisure
- Achieve long-term financial viability

The Facilitator next led the participants in a “**brainstorming**” session to answer and/or discuss the following questions/topics:

1. What are the major accomplishments of the City of Alhambra since the November 17, 2009 strategic planning retreat?

- A balanced budget
- No layoffs
- No furloughs
- Finished the Gateway Plaza project
- Finished the Downtown Painting Project along Main Street
- Completed the design of the Joslyn Center Energy Efficiency Project
- Received site certification from the State for US&R (Urban Search and Rescue)
- Adopted an agreement with City Ventures to build a mixed-use project at the former library site
- Approved the Specific Plan for Casita de Zen and closed escrow on the property
- Began work on the Poplar Street Reconstruction Project
- Crime was down 7.5% in 2009
- Baja Fresh reopened
- Joined the Los Angeles County Crime Stoppers program
- Completed over 600 company fire inspections
- Awarded a contract for the installation of two lighted crosswalks as part of the federally funded Safe Routes to School Program
- Provided quality entertainment on the weekends along Main Street
- Completed an ADA ramp project at Joslyn Center

- Completed the City of Alhambra Comprehensive Emergency Management Plan
- Finalized an agreement with CB After Dark and construction is underway
- The Census Complete Count Committee completed its work on the census
- Volkswagen Project is under construction
- Provided two CERT classes to the community at which about 60 residents completed training
- Secured \$100,000 in grant funds to complete the SCBA(Self-Contained Breathing Apparatus) project
- Worked with the city of South Pasadena to solve traffic issues along Pine Street
- Completed renovation of the Joslyn Center entry doors
- 30% increase in Civic Center Library usage
- Identified and went out to bid on a CDBG-funded Commonwealth Avenue Street Rehabilitation Project
- Completed our homeless commitment; identified a facility
- Secured the second half of the Prop 1B money (\$1.3 million) from the State for the Main Street Rehabilitation Project
- Passage at MTA to proceed with the EIR for the 710 tunnel
- Completed background on our EMTs to meet the Torico Bill requirements
- Our single family residential guidelines won an award
- Received approval for the Valley Blvd. median project
- Completed the fire training center project
- Online water bill payment is now possible for residents
- Reactivated the Alhambra Beautiful Program
- Approved an agreement to bring Babies R Us to Alhambra
- Completed the Alhambra Hills Street Project
- Alhambra Community Transit (ACT) purchased and put into service four new transit buses with grants and transportation dollars
- Had the first meeting of the City's Environmental Committee
- Secured a firefighter assistance grant of \$60,000 for firefighter fitness and wellness
- Placed 115 decorative pots and plants on Main Street to beautify the Downtown
- The City was a finalist for the Los Angeles County Economic Development Corporation's Business-Friendly City Award
- Received \$129,000 in American Recovery and Reinvestment Act (ARRA) funding for mobile video in police patrol cars
- The Police Department obtained two electric vehicles for patrolling in the Downtown
- Entered into an agreement with the Mosaic Lizard Theater
- Completed the CDBG-R ADA ramp project in various neighborhoods with enough savings to go to bid for the installation of additional ramps
- Awarded a contract for the Alhambra Road Rehabilitation Project
- Completed negotiations on the contract for residential trash collection services
- Held Alhambra's "Big Read" at the Civic Center Library using grant funds
- Improvements made to the Alhambra Golf Course which included the renovation of the Men's Restroom
- Renovated two tee boxes on the Alhambra Golf Course
- Boiling Crab restaurant opened on Main Street
- Prepared the update for the City's Records Retention Schedule
- Awarded the contract for the Mission Road mural wall
- Completed Hellman Avenue et al. water lines

- Prepared four grant applications for Prop 84 funds
- In escrow with a first time homebuyer on a city-owned home
- Provided parenting classes to 1200 parents at “Parent University” in conjunction with the Alhambra Unified School District

2. What are the City’s internal weaknesses/challenges?

- Staff reductions
- Lack of funding to replace equipment, improve technology and to replace government buildings and infrastructure
- Increased vacancies along Main Street
- Lack of funds to initiate projects
- Lack of customer service training
- Greater difficulty recruiting new businesses to the City
- Lack of funding for ongoing training
- Poor perception of City parking enforcement
- Significant reduction in financial resources
- Out of date technology
- Other cities’ residents using Alhambra’s services
- Employees having to do more with less causes frustration
- Lack of family entertainment facilities

3. What are the external factors/trends that will/might have a positive impact on the City of Alhambra in the coming year?

- Police Officer Association agreed to defer their cost of living raise
- Economy is recovering
- State grant funds have become available
- Possible overturn of the redevelopment funds decision
- Successful passage of the proposition to protect local tax dollars
- School District participation with the City on Safe Schools, Healthy Students programs
- Lower interest rates
- Increased sources of revenue
- Return of housing development
- Redesign of on/off ramps of the I-10 freeway
- Completion of the 2010 Census
- Partnership with the COG resulting in energy grants and support for the 710 project
- Continued federal grants
- Availability of commercial credit
- Increase in consumer purchase of vehicles
- Working with San Gabriel for the street rehabilitation of New Avenue
- Commercial/retail development in Alhambra
- Affordable fuel
- A thriving Chamber of Commerce

4. What are the external factors/trends that will/might have a negative impact on the City

of Alhambra in the coming year?

- State balancing the budget using funds from local agencies
- Traffic impacts from the 710 freeway
- Continued high unemployment
- Poor economy
- Negative impacts from the early release of prisoners
- Negative press
- Natural disasters
- Healthcare reform
- Unfunded mandates
- Increased cost of materials
- Lack of open space
- Lack of land for development
- Aging equipment
- High cost of technology
- High cost of premiums

THREE YEAR GOAL: ENHANCE COMMERCIAL DEVELOPMENT, HOUSING AND JOBS CREATION

6-month objectives

1. By July 15, 2010, the City Manager and the Director of Development Services will finalize a development agreement with a national retail tenant for the 25, 000 square foot space at 2121 West Main Street.
2. By August 1, 2010, the Director of Development Services, reactivate the “Hire Local” Program for tenants assisted by the Alhambra Redevelopment Agency.
3. By August 15, 2010, the Administrative Analyst as lead, working with the City Manager and Director of Development Services will clean up the two storefronts on 41 and 43 West Main Street or secure alternative development.
4. By September 1, 2010, the City Manager and Director of Development Services will present to the City Council for action a development agreement for the redevelopment of the 45,000 sq. ft. space on the SE corner of Atlantic Boulevard and Main Street with a major retailer(s) and/or significant employment generator.
5. By October 15, 2010, the City Manager and Director of Development Services will recommend to the City Council for action a replacement tenant for one vacant space at Renaissance Plaza.
6. By October 31, 2010, the City Manager and Director of Development Services, working with a developer, will Present to the City Council for action an agreement to bring a 150,000 sq. ft. retail tenant to 3201 W. Mission Rd. or another site in the Fremont Corridor area.
7. By November 1, 2010, the City Manager, Assistant to the City Manager Hayashi and Director of Development Services, working with the owner, will identify options to

enhance the property, move the project forward and submit a rehab and development agreement to the City Council and Redevelopment Agency to develop the Alhambra Place Shopping Center.

8. By November 1, 2010, the City Manager and Director of Development Services will Identify and present to the City Council for action two replacement tenants for the vacancies at 12 and 38 West Main Street.
9. By November 1, 2010, the City Manager and Director of Development Services will Work with a developer to submit a development agreement for the Super A site.
10. By November 1, 2010, the Director of Development Services as lead, the Assistant City Attorney and City Council will provide training for all Planning Commissioners to review their roles and responsibilities.
11. By November 1, 2010, the Director of Development Services and Assistant to the City Manager Keating will recommend to the City Council for action the selling of four affordable housing units to first time home buyers.
12. By November 1, 2010, the Assistant to the City Manager Keating as lead, the Director of Development Services and City Manager will develop a Section 108 loan for additional construction to add two additional tenants to Fremont Plaza.
13. By November 1, 2010, the City Manager and Director of Development will present a development agreement to the City Council for action for the development of a retail center at Fremont Avenue.
14. A Future Objective, the City Manager and Director of Development Services will identify a developer for the sites behind Rick's Burger and Charlie's Trio to build additional parking and housing and present to the City Council for action.

THREE YEAR GOAL: PROVIDE PREMIER CUSTOMER SERVICE
6 month objectives

1. By August 31, 2010, the Assistant to the City Manager Keating will implement the National League of Cities Prescription Drug Discount Program for all residents.
2. By September 15, 2010, the Director of Administrative Services will publish promotional materials and videos to highlight the City.
3. By October 1, 2010, the Director of Administrative Services as lead, the City Clerk and Councilmembers Placido and Yamauchi will develop a Board and Commission Handbook and present to the City Council for action.
4. By November 15, 2010, the Director of Administrative Services, working with City departments, will present to the City Manager options for an effective integrated constituency response system.

5. By November 15, 2010, the Fire Chief will complete two additional CERT training sessions for the public.
6. By November 15, 2010, the Fire Chief will institute an electronic patient care reporting system paid for by grants from L.A. County EMS.
7. By November 15, 2010, the Director of Finance and Administrative Analyst will Develop and begin to implement a plan to increase the collection of paramedic fees.

**THREE YEAR GOAL: IMPROVE THE PRIDE, CHARACTER AND QUALITY
OF OUR NEIGHBORHOODS**

6 month objectives

1. By July 15, 2010, the Administrative Analyst, working with Councilmember Messina and the Alhambra Chamber of Commerce, will Present to the City Council the winners of *Alhambra Beautiful*.
2. By July 31, 2010, Assistant to the City Manager Keating will identify possible rehab properties in neighborhoods for the city to assist with CDBG/HOME Funds.
3. By November 1, 2010, the Assistant to the City Manager Hayashi and the Director of Community Services will request the City Arts and Cultural Events Committee and the Youth Commission develop murals to surround the construction on Third and Main St. and at the former library site.
4. By November 1, 2010, the Fire Chief will make significant progress in ensuring and overseeing the removal of illegal residential security bars across windows and doors.
5. By November 15, 2010, the Chief of Police will contact identified Neighborhood Watch groups and captains to increase participation by three new groups per patrol area for a total of 12.

**THREE-YEAR GOAL: IMPROVE AND EXPAND THE INFRASTRUCTURE AND FACILITIES,
INCLUDING RECREATION AND LEISURE**

6 month objectives

1. By August 1, 2010, the Director of Public Works and Assistant to the City Manager Keating will identify a CDBG-funded street rehabilitation project and present a recommendation to the City Manager.
2. By August 15, 2010, Director of Community Services will extend handrails on the ADA ramp to the parking lot at Joslyn Center.
3. By September 1, 2010, Assistant to the City Manager Keating and Director of Community Services will complete the interior ADA improvement project (CDBG-funded) at the Joslyn Center.
4. By September 1, 2010, the Director of Utilities, working with the artist, will complete the Mission Road Mural Project.

5. By September 1, 2010, the Library Director will hold a celebration for the one-millionth visitor to the Alhambra Civic Center Library in less than two years.
6. By September 30, 2010, the Director of Public Works will announce a Measure R-funded street rehabilitation project to begin in the spring of 2011.
7. By October 15, 2010, the Director of Community Services will complete the state (OGALS)-funded renovations of resurfacing the basketball and tennis courts at all parks and painting of the exterior of the Emery Park Community Center.
8. By October 15, 2010, the Director of Community Services will re-stucco the exterior of the Alhambra Historical Society building.
9. By November 15, 2010, the Director of Public Works will award a contract for the construction of the Valley Blvd. Median Improvement Project.
10. By November 15, 2010, Assistant to the City Manager Hayashi will complete bid packages for Energy Efficiency Stimulus projects at Almansor Gym, Alhambra Park and Granada Gym.
11. By November 15, 2010, the Director of Public Works will issue a notice inviting bids for the Prop 1B-funded Main Street Pavement Rehab Project.
12. By November 15, 2010, Assistant to the City Manager Hayashi will complete the Joslyn Energy Efficiency Project.

THREE-YEAR GOAL: ACHIEVE LONG-TERM FINANCIAL VIABILITY
6 month objectives

1. By July 1, 2010, the City Manager and Director of Finance, working with a commercial lender, will have a General Fund line of credit established and present to the City Council for action.
2. By October 1, 2010, the Director of Development Services as lead, the City Manager and Director of Finance, will recommend to the City Council for action whether or not to rehabilitate Fremont Plaza or sell the property.
3. By November 15, 2010, Personnel Director as lead, the City Manager and Director of Finance, with input from the Department Heads, will investigate and make appropriate recommendations to the City Council for action regarding a citywide two-tier hiring system for new hires.
4. By November 15, 2010, Assistant to the City Manager Keating as lead, the Personnel Director and City Manager, working with the COG, Investigate a two-tier CalPERS (California Public Employee Retirement System) for new hires and make a recommendation to the City Manager.
5. By November 15, 2010, the City Manager and Director of Finance will develop a Five-

Year Financial Plan that reviews revenue and expenditure trends and recommend increased reserve levels to the City Council for action.

Next Strategic Planning Session: Tuesday, November 9, 2010, has been tentatively set for the next Strategic Planning Retreat at which time Council/ARA Board and Management Team will more thoroughly review the progress on those objectives established on June 2, 2010 and develop strategic objectives for the next six months.

At 2:15 p.m., Mayor **SHAM** closed the retreat by thanking our Facilitator and all of the participants for the good work that was done today.

ARA/COUNCIL WORKSHOP

3. DRAFT BUDGET FOR FY 2010-11 & CAPITAL IMPROVEMENT PLAN FOR FY 2010-2011 THROUGH 2014-2015 – F2M10-17

Staff requested that the City Council review and discuss the Draft Annual Budget for the City of Alhambra, the Alhambra Redevelopment Agency, the Golf Course Clubhouse Corporation and the Alhambra Capital Improvements Corporation for fiscal year 2010-2011 and the Capital Improvement Plan for fiscal years 2010-2011 through 2014-2015.

Discussion: City Manager **FUENTES** reported that the Budget's summary sheet had been updated to reflect the \$1.4 million the City received for the Valley Boulevard Median Improvement Project. He noted that the City had \$6.8 million still in the City's reserves and it was important to keep this money intact. He hoped to continue to build up the City's reserves to at least \$15 million. With respect to the Police Facility Assessment District, this money builds annual and the City Attorney has advised that it can be used for Capital Improvements at the Police Department facility such as the purchase of new video camera equipment for the system and the replacement of the sump pump. He further explained that the City's CDBG funds were sound as the City had been allotted a good amount of money to spend. The Low-Mod Housing Fund was also in great shape. He also added that the sale of the Fremont Plaza would have a significant positive impact on certain elements in the budget. He summarized by explaining that the major differences between the budget for this coming fiscal year and the FY 2009-2010 budget were that three middle management positions were eliminated and seven General Fund employees were transferred to the Water Department for a savings of \$416,000.

Mr. **YAMAUCHI** asked whether the same theories were in place or if there was a new basis for the budget projections. Interim Director of Finance **WONG** indicated that the former Director of Finance, Howard Longballa, had left many notes which she had reviewed in the preparation of the budget. She noted that she did make adjustments to the projected revenue, but that Mr. Longballa had cut expenditures effectively. While it would be challenging for the City to limit expenditures as the proposed budget required, it was necessary to accomplish a balanced budget. Ms. **WONG** pointed out that overall, there were only small changes made to the budget from the FY 2009-2010 budget. She explained that there was no change to the Federal stimulus amounts and reductions for Proposition C money and the Water Fund.

Dr. **PLACIDO** asked staff to walk the Council through the issue of the Golf Course bond repayment. He inquired about the use of the money that would have been designated for the repayment of the bond as it was his understanding that the bond had been fully repaid. Responding, City Manager **FUENTES** explained that the initial debt was \$5 million and that the last payment was made in January, 2010. Staff further explained that those funds are considered part of the General Fund and are counted towards the Community Services budget. Dr. **PLACIDO** expressed his concern with the Golf Course continuing to financially support Almansor Court. He believed that the fee increases associated with the Golf Course should be used to fund project for the Golf Course. City Manager **FUENTES** stated that staff would review future budgeted projects and move them forward as funds became available.

Mr. **AYALA** asked about how adjustments could begin to be made to the budget in order to shave off the money that would be needed to pick up the fourth year of costs associated with the acceptance of federal grant money to hire police officers if the City did choose to apply for the grant funding. Responding, City Manager **FUENTES** postulated that the City could take \$100,000 out of savings each year to set aside for those costs. He also noted that the City could generate the extra money through sales tax if automobile sales were to increase. In a good economy, the \$400,000 needed to pick up the fourth year of costs for the police officers hired with the federal grant money may not be difficult, but it was hard for him to say at this time whether that will be the case. Mr. **AYALA** asked if there was any leeway with respect to redevelopment funds being used for public safety matters. Mr. **FUENTES** indicated that this was not possible as those funds could not be used for operational costs. Lastly, Mr. **AYALA** inquired about how the City planned to manage the redevelopment money grab from the State. Mr. **FUENTES** explained that the City would make an annual payment of \$1 million.

YAMAUCHI: Mr. Yamauchi left the room at 3:17 p.m.

Dr. **PLACIDO** conveyed that due to the fact that certain City fees went up this past fiscal year, money should be spent to do more projects, even if the projects were smaller in nature with perhaps only a \$10,000 price tag.

Mrs. **MESSINA** asked for clarification on what the big projects were that City was saving money for in order to complete. Responding, Mr. **FUENTES** explained that the big projects were a new irrigation system for the Golf Course and the extension of the driving range fence polls. He noted that smaller projects could be moved up in the timetable if that was the pleasure of the Council.

Action Taken: City Council reviewed and discussed the 2010-2011 fiscal year Draft Budget and the Capital Improvement Plan for fiscal years 2010-2011 through 2014-2015. No action was taken.

CLOSED SESSION & CITY ATTORNEY ANNOUNCEMENT re SAME - F2M10-14

Assistant City Attorney/Agency Counsel **RICHMAN** identified those items listed on this evening's agenda which would be discussed in Closed Session as follows:

Conference with Real Property Negotiator (Govt. Code Section 54956.8): None

Conference with Legal Counsel--Existing Litigation (Govt. Code Section 54956.9(a): None

Conference with Legal Counsel - Anticipated Litigation: Significant exposure to litigation pursuant to Govt. Code Section 54956.9(b): 1 matter. Initiation of litigation pursuant to Govt. Code Section 54956.9(c): 1 matter.

Discussion of Personnel Matters (Govt. Code Section 54957): None

Conference with City's Labor Negotiator (Govt. Code Section 54957.6): Richard Bacio, Personnel Director/Risk Manager, re Management Employees, Alhambra Police Miscellaneous Association, Alhambra Police Association, Alhambra Fire Fighters' Association, and the Alhambra City Employees' Association.

whereupon at 3:30 p.m., the Agency Board and City Council moved into closed session pursuant to applicable law, including the Brown Act (Government Code Sec. 54950, *et seq.*) for the purpose of conferring with the Assistant Agency Counsel/City Attorney.

RECONVENE & ADJOURNMENT: At 4:05 p.m., there being no further business for the Agency Board or Council to transact, the ARA Chairman and Mayor, with the consent of the Agency Board and the City Council, adjourned their respective meetings.

LAUREN MYLES
CITY CLERK & ARA ASSISTANT SECRETARY