



Gateway
to the
San Gabriel Valley

CITY OF ALHAMBRA AGENDA ALHAMBRA CITY COUNCIL NOVEMBER 24, 2014

MISSION STATEMENT

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.

VISION STATEMENT

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

Addressing the Council: Section 2.04.210 of the Alhambra Municipal Code establishes the procedures for addressing the Council. Any person wishing to address the Council during the meeting must complete a Speaker Request Card and submit it to the City Clerk.

When called upon by the Mayor, please step to the podium and give your name, address and organization or other party you represent, if any, in an audible tone of voice for the record. Remarks are limited to 5 minutes.

All remarks shall be addressed to the Council as a body and not to any member thereof. No person, other than the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the Mayor. No question shall be asked a Councilperson except through the Mayor.

Standards of Decorum: Any person making personal, impertinent or slanderous remarks or who shall become boisterous while addressing the Council shall be forthwith, by the Mayor, barred from the meeting.

Enforcement of Decorum: The Chief of Police, or his designee, shall be Sergeant-at-Arms of the Council meetings. The Sergeant-at-Arms shall carry out all orders and instructions given by the Mayor for the purpose of maintaining order and decorum at the Council meeting.

Persons Authorized to be Within Rail: No person, except City officials, their representatives, and newspaper reporters, shall be permitted within the rail in front of the Council Chamber without the express consent of the Council.

Agenda Tracking Numbers: All numbers listed in bold after the title of each Agenda item are City Clerk tracking numbers that are used for filing and research purposes.



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AGENDA
Regular Meeting
ALHAMBRA CITY COUNCIL

City Council Chambers
111 South First Street
November 24, 2014
5:30 p.m.

ROLL CALL:

COUNCIL: Sham, Messina, Placido, Ayala, Yamauchi

FLAG SALUTE:

Led by Mayor Yamauchi

CLOSED SESSION & CITY ATTORNEY ANNOUNCEMENT re SAME - F2M14-14

The City Council will move into a closed session pursuant to applicable law, including the Brown Act (Government Code Sec. 54950, *et seq.*) for the purposes of conferring with the City's Real Property Negotiator, and/or conferring with the City Attorney on potential and/or existing litigation, and/or discussing matters covered under Government Code Section 54957 (Personnel), and/or conferring with the City's Labor Negotiators as follows; provided, however, prior to so moving into closed session, the City Attorney shall make any announcements required by the Brown Act pertaining to such closed session matters:

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

Conference with Legal Counsel-Existing Litigation (Govt. Code Section 54956.9(d)(1): None

Conference with Legal Counsel - Anticipated Litigation: Significant exposure to litigation pursuant to Govt. Code Section 54956.9(d)(2): 1 matter. Initiation of litigation pursuant to Govt. Code Section 54956.9(d)(4): 1 matter.

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

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

RECONVENE & CITY ATTORNEY REPORT: In the event the City Council moves into a closed session, the ***City Council shall reconvene at 7:00 p.m.*** and the City Attorney shall report upon the closed session if required.

CEREMONIALS

1. COMMENDATIONS: ALHAMBRA PUMPKIN RUN ORGANIZERS - F2M14-3

- A. **THE FIT FACTOR** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to recognize and commend **The Fit Factor** for their successful organization and oversight of the First Annual Alhambra Pumpkin Run on October 4, 2014. The Fit Factor's assistance and creative leadership were integral to the successful execution of this popular event intended to build community spirit and encourage fitness in Alhambra. **Mayor Yamauchi** will **present** the commendation to the **Fit Factor**.
- B. **DR. RAYMOND POON & USC SCHOOL OF PHARMACY** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to recognize and commend **Dr. Raymond Poon** and the **USC School of Pharmacy** for their successful organization of and participation in the Health Fair that took place as part of the City's First Annual Alhambra Pumpkin Run event. Dr. Poon's assistance and leadership, as well as the participation of the USC School of Pharmacy, were integral to the success of the Health Fair which included a blood and bone marrow mobile unit, Zumba class, health screenings, fitness demonstrations and giveaways from local vendors and sponsors. **Mayor Yamauchi** will **present** the commendations to the **Dr. Raymond Poon** and the **USC School of Pharmacy**.
- C. **ALHAMBRA CHAMBER OF COMMERCE** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to recognize and commend the **Alhambra Chamber of Commerce** for their successful organization of the Health Fair that took place as part of the City's First Annual Alhambra Pumpkin Run event. The assistance and leadership of the Chamber of Commerce was integral to the success of the Health Fair which included a blood and bone marrow mobile unit, Zumba class, health screenings, fitness demonstrations and giveaways from local vendors and sponsors. **Mayor Yamauchi** will **present** the commendation to the **Alhambra Chamber of Commerce**.

2. COMMENDATIONS: CALIFORNIA ROYAL WORLD WINNERS – F2M14-3

- A. **JULIE DELGADILLO** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to congratulate and offer best wishes to **Julie Delgadillo** upon being crowned **Royal World International Ambassador 2014**. An advocate for hunger relief and the economic development of women, Ms. Delgadillo is a sought-after speaker with 20 years of experience in community relations, public speaking, leadership and fundraising. **Mayor Yamauchi** will **present** the commendation to **Ms. Delgadillo**.

- B. DR. WENLI JEN** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to congratulate and offer best wishes to **Dr. Wenli Jen** upon being crowned ***Ms. California Woman of Achievement 2014-2015***. In this role, Dr. Jen will be involved with many community organizations including the Rethinking Alcohol and Drugs (RAD) Coalition. **Mayor Yamauchi** will **present** the commendation to **Dr. Jen**.
- C. JOANNA VARGAS** - Mayor Yamauchi and the City Council, on behalf of the citizens of Alhambra, wish to congratulate and offer best wishes to **Joanna Vargas** upon being crowned ***Ms. Latina Business Woman of the Year 2014***. Professionally, Ms. Vargas has a made name for herself as a dancer, choreographer, instructor, studio founder and producer as well as a professional fitness coach and personal trainer. She also developed the annual Maxt Out Dance Competition which brings over 1,000 dancers from all over the western United States to perform and compete. **Mayor Yamauchi** will **present** the commendation to **Ms. Vargas**.

CONSENT AGENDA (Item Nos. 3 – 13)

All items listed under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion unless a citizen or Council member requests otherwise; in which case, the item will be removed for separate consideration.

3. NIB: REPLACEMENT OF WATER MAINS - EL MOLINO STREET, VEGA STREET, VALENCIA STREET AND ARROYO TERRACE – F2M14-54, N2M14-157

Staff requests authorization to distribute a Notice Inviting Bids for the replacement of the 4-inch Water Mains on El Molino Street, Vega Street, Valencia Street, and Arroyo Terrace. During routine maintenance the following water mains were found to have very low flow: El Molino Street from Main Street to Granada Avenue, Vega Street from Main Street to the dead end, Valencia Street from Main Street to the dead end, and Arroyo Terrace from Granada Avenue to the City limits. Plans and specifications have been prepared for this repair project. Staff has reviewed and approved these plans, which are available for review in addition to the bid notice and bid instructions.

Recommended Action: City Council approve the distribution of a Notice Inviting Bids to qualified contractors for the Replacement of the 4-inch Water Mains on El Molino Street, Vega Street, Valencia Street, and Arroyo Terrace, with bids due no later than 10:30 a.m. on January 8, 2015; and, direct staff to undertake the steps necessary to finalize Council's action.

4. RESOLUTION: AUTHORIZE EXAMINATION OF SALES, USE & TRANSACTIONS TAX RECORDS – F2M14-17, R2M14-26

Staff requests that the City Council adopt a resolution authorizing examination of sales, use and transactions tax records. The City has a contract with the State Board of Equalization to perform all functions incident to the administration and collection of local

sales and use taxes. Periodically, the City authorizes specific representatives to examine confidential sales and use tax records of the Board of Equalization for the purpose of municipal forecasting and verification. At this time, it would be appropriate to update the City's authorization list as the current list has not been updated since 1985.

Recommended Action: City Council adopt **Resolution No. R2M14-26** entitled: *A Resolution of the City Council of the City of Alhambra authorizing examination of sales, use and transactions tax records*

5. RESTRUCTURING OF THE ADMINISTRATIVE SERVICES DEPARTMENT - F2M9-59, F2M14-2, M2M14-143

Staff is requesting City Council approval of a restructuring of the Administrative Services Department; resulting in the creation of an Assistant City Clerk position and the transfer of an existing Clerical Assistant II from the Management Services Department to the Administrative Services Department.

Recommended Action: City Council approve the restructuring of the Administrative Services Department by creating the position of Assistant City Clerk, adopting the salary range of \$3,887 - \$5,126 per month for the Assistant City Clerk position; allocate the remaining funding in the Administrative Services budget to fund a 0.65 FTE part-time Clerical Assistant II; approve the permanent transfer of the position and salary of the full-time Clerical Assistant II from the Management Services Department to the Administrative Services Department; and, direct staff to undertake the steps necessary to finalize Council's action. **(M2M14-143)**

6. VERDUGO FIRE AND EMERGENCY MEDICAL DISPATCHING – F2M5-70, C2M5-52, M2M14-145

Staff requests that the City Council approve an agreement with Verdugo Cities to continue providing fire and emergency medical dispatching for the Alhambra Fire Department.

Recommended Action: City Council approve an agreement with Verdugo Cities, subject to final language approval by the City Manager and City Attorney, in the amount of \$320,465 for FY 2014-2015 to continue fire and emergency medical dispatching services; and, direct staff to undertake the steps necessary to finalize Council's action. **(M2M14-145)**

7. ADOPTION OF STRATEGIC PLAN – F2M14-53, M2M14-146

Staff requests that the City Council adopt the three-year goals and six-month objectives in the City's Strategic Plan. On November 17, 2014, the City Council and Executive Staff met to set three year goals (2014-2017) and six-month objectives to implement the City's Strategic Plan. During the strategic planning process, it was determined that staff would review the progress of the goals and objectives and present the status to the City Council.

Recommended Action: City Council adopt the three-year goals and six-month objectives in the City's Strategic Plan as described in the Program Coordinator's November 24, 2014 report on file in the Office of City Clerk. (M2M14-146)

8. APPROVAL OF A CONSULTING AGREEMENT FOR 710 FREEWAY OUTREACH – F2M12-50, C2M14-51, M2M14-147

Staff requests that the City Council approve a consulting agreement with Englander Knabe & Allen, LLC (EKA) for 710 Freeway outreach from December 1, 2014 through June 30, 2015. EKA has more than 40 years of experience in public project outreach and communication campaigns.

Recommended Action: City Council approve a consulting agreement, subject to final language approval by the City Manager and City Attorney, with Englander Knabe & Allen, LLC for 710 Freeway outreach from December 1, 2014 through June 30, 2015 in the amount of \$70,000; and, direct staff to undertake the steps necessary to finalize Council's action. (M2M14-147)

9. CLASS SPECIFICATION: ASSISTANT CITY CLERK – F2M19-59, F2M14-2, M2M14-144

Before a class specification becomes effective, it must be approved by the City Council. An assessment by the Personnel and the Administrative Services Departments sustained the need to create a new position of Assistant City Clerk and to accurately reflect the duties and qualifications of this classification. Therefore, staff requests that the City Council approve the adoption of the class specification for the newly established position of Assistant City Clerk.

Recommended Action: City Council adopt the class specification for the newly established position of Assistant City Clerk as described in the Assistant City Manager/Personnel Director's November 24, 2014 report on file in the Office of the City Clerk; approve the salary of \$3,887 - \$5,126 per month for the position; and, amend the 2014-2015 budget to fully fund the position at Step 1. (M2M14-144)

10. TREASURER'S REPORT - F2M14-1

Recommended Action: City Council receive and file as submitted the Treasurer's Report prepared by the Director of Finance for the month of October, 2014, listing all of the City's investments as of October 31, 2014.

11. MINUTES

Recommended Action: City Council review and approve as submitted the Minutes of the October 13, 2014 regular meeting of the Alhambra City Council, the November 10,

2014 regular meeting of the Alhambra City Council; and the November 17, 2014 adjourned regular meeting of the Alhambra City Council.]

12. PERSONNEL ACTIONS – F2M14-2

Recommended Action: City Council ratify the actions of the City Manager set forth in that certain Personnel Actions document dated November 24, 2014 showing the various appointments, classifications, salary changes, etc., since the last City Council meeting.

13. DEMANDS - F2M14-1

Recommended Action: City Council approve as submitted Final Check List (159398 thru 159561) in the amount of \$452,877.70 for the period ending November 5 2014; and, Final Check List (159562 thru 159701) in the amount of \$727,556.88 for the period ending November 13, 2014, Schedule of Wire Transfers in the amount of \$2,320,083.74 for the week ending October 31, 2014 and Schedule of Wire Transfers in the amount of \$418,871.70 for the week ending November 7, 2014.

ORAL COMMUNICATIONS (TIME LIMITATION - 5 MINUTES)

Citizens wishing to address the Council on any matter which is within the subject matter jurisdiction of the City Council not on the Agenda may do so at this time. Please state your NAME and ADDRESS CLEARLY for the record.

Please note that while the City Council values your comments, pursuant to January 1, 1987 amendments to the Brown Act, the City Council cannot respond nor take any action until such time as the matter may appear as an item on forthcoming agendas.

COUNCIL COMMUNICATIONS (ANNOUNCEMENTS & FUTURE AGENDA ITEMS) F2M14-7

Each Councilmember at his discretion may address the Council and public on matters of general information and/or concern, including announcements and future agenda items.

ADJOURNMENT: The next regularly scheduled meeting of the Alhambra City Council will be held on Monday, December 8, 2014 at 5:30 p.m., in the Alhambra City Hall Council Chambers, 111 South First Street, Alhambra, California.

NOTICE

Agenda Items: Copies of the staff reports or other written documentation relating to the items listed on this agenda are on file with the City Clerk in Alhambra City Hall, located at 111 South First Street, Alhambra, California, and are available for inspection during regular office hours, Monday through Friday from 8:00 a.m. to 5:00 p.m.

Broadcast of Meeting: The regular meetings of the Alhambra City Council are recorded and are broadcast on Charter Channels 3 and 182 at 7:30 p.m. on the Thursdays and Mondays following the meeting. Recordings are also available for viewing by the public on the City of Alhambra's website, at the Alhambra Public Library and, upon appointment, in the Administrative Services Department.

Americans with Disabilities Act: If you require special assistance to participate in any City meeting (including assisted listening devices), please contact the City Clerk's Office (626) 570-5090. Notification of at least 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

LAUREN MYLES, CMC
CITY CLERK

COMMUNITY CALENDAR

December 2, 2014

Rose Queen & Court Luncheon

Almansor Court
700 South Almansor Street
11:30 a.m.

December 5, 2014

Tree Lighting Ceremony & Visit from Santa Claus

Renaissance Plaza
Northeast Corner of Main Street & Garfield Avenue
5:30 p.m.

December 9, 2014

Annual Open House – “Meet me in St. Louis”

Alhambra Civic Center Library
101 South First Street
6:00 p.m.