

**CITY COUNCIL
TEMPLE CITY, CALIFORNIA**

**REGULAR MEETING MINUTES
FEBRUARY 16, 2010**

1. CALL TO ORDER

Mayor Vizcarra called the City Council Regular Meeting to order at 7:33 p.m. in the Council Chambers located at 5938 Kauffman Avenue, Temple City.

2. ROLL CALL

PRESENT: Councilmember-Chavez, Sternquist, Wong, Yu, Vizcarra
ABSENT: Councilmember-None

ALSO PRESENT: City Manager Pulido, City Attorney Vail, Parks and Recreation Director Burroughs, City Clerk Flandrick, Assistant to the City Manager Flod, Community Development Manager Lambert, Financial Services Manager Molina, Public Services Manager Tidwell, Public Safety Officer Ariizumi

3. PLEDGE OF ALLEGIANCE

Assistant to the City Manager Gary Flod led those present in the Pledge of Allegiance to the Flag.

4. CEREMONIAL MATTERS – PRESENTATIONS

A. INTRODUCTION OF CAMELLIA FESTIVAL ROYAL COURT

Carole Rodenbucher, General Chairman of the Camellia Festival, introduced the Royal Court:

Banner Carrier Natalie Leung, Banner Carrier Jeffrey Goin; Banner Carrier Sophia Goodson; Banner Carrier Phillip Chiechi; Princess Shaya Godycki; Prince Max Bhatti; Princess Hailey Marie Gibson; Prince Jaye Mariano Valenzuela; Queen Jennifer Holster; and King Brett Conger.

Ms. Rodenbucher also introduced Festival Committee Members: Grace Compos, Nanette Fish, and Mary Sneed.

5. PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Peter Serdarusich, Temple City resident, inquired when the cell tower item would be back on the agenda and if notices would be mailed out.

Community Development Manager Lambert responded this item will be scheduled on the March 16th agenda and a 10 day mailing notice will be sent out.

Dan Arrighi, Temple City resident, noted that there was nothing in the Council Chambers to proclaim that it is the City's 50th anniversary and requested that Council consider a banner or adding something to the dais so people could see at a glance that it is our 50th anniversary.

6. CONSENT CALENDAR

Councilmember Chavez pulled Consent Calendar Items G and K from the agenda; Mayor Pro Tem Yu pulled Item M; and Mayor Vizcarra pulled Item I.

Councilmember Chavez moved to approve the remainder of the Consent Calendar, seconded by Councilmember Wong and unanimously carried by the following roll call vote:

AYES: Councilmember-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES: Councilmember-None
ABSENT: Councilmember-None
ABSTAIN: Councilmember-None

A. APPROVAL OF MINUTES

Approved the Minutes of the City Council Regular Meeting of February 2, 2010, as presented.

B. PLANNING COMMISSION ACTIONS – MEETING OF JANUARY 26, 2010

Received and filed the Planning Commission actions of their meeting of January 26, 2010.

C. CONSIDERATION OF A REQUEST FOR PLACEMENT AND REMOVAL OF A BANNER BY TEMPLE CITY UNIFIED SCHOOL DISTRICT

Approved the request by Temple City Unified School District to place and remove a banner publicizing their Kindergarten enrollment, subject to submission of proper insurance documentation.

D. CONSIDERATION OF A REQUEST FOR PLACEMENT AND REMOVAL OF A BANNER BY FIRST LUTHERAN CHURCH & SCHOOL

Approved the request by First Lutheran Church and School to place and remove a banner publicizing their Discovery Camp Enrollment, subject to submission of proper insurance documentation.

E. ACCEPTANCE OF PROPOSAL AND AWARD OF CONTRACT FOR LANDSCAPE ARCHITECTURAL SERVICES FOR THE RENOVATION OF THE PLANTER AT LIVE OAK PARK (PROJECT NO. P10-03)

Accepted the proposal submitted by Hirsch & Associates, Inc. for professional design development, preparation of construction documents, project bidding and construction administration for the renovation of the planter at Live Oak Park (Project No. P10-03), and authorized the City Manager to sign the agreement.

F. AUDIT REPORTS FOR PROPOSITION A, PROPOSITION C AND TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FOR FISCAL YEAR 2008-2009

Received and filed the audit reports for Proposition A, Proposition C and Transportation Development Act Article 3 for Fiscal Year (FY) 2008-09.

H. AUTHORIZATION TO USE TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 ALLOCATIONS FOR WHEELCHAIR ACCESS RAMPS AND SIDEWALK INSTALLATION, REPAIR OR REPLACEMENT

- 1) Authorized the Public Services Department to direct completion of construction of additional ADA wheelchair access ramps for a safe route to school for Temple City students; and
- 2) Authorized the Financial Services Department to request from Metro a total drawdown of TDA Article 3 funds allocation in the amount of \$32,700 to be used for the construction of ADA wheelchair access ramps on Oak and Longden Avenues and additional ramps throughout the City.

J. PETTY CASH REPORT

Received and filed the Petty Cash Report with the current charges.

L. CONSULTANT SERVICES AGREEMENT WITH SEIFEL CONSULTING INC. FOR TEMPLE CITY REDEVELOPMENT ADVISORY SERVICES

- 1) Approved a \$5,000 Consultant Agreement with Seifel Consulting Inc. to provide Temple City Redevelopment Advisory Services and a Redevelopment 101 Presentation;
- 2) Authorized the City Manager to finalize and execute the Consultant Services Agreement with Seifel Consulting Inc.; and
- 3) Amended the adopted Fiscal Year (FY) 2009-2010 General Fund Budget accordingly.

N. ADOPTION OF RESOLUTION NO. 10-4653 – APPROVAL OF PAYMENT OF BILLS

Adopted Resolution No. 10-4653, a RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE CITY ALLOWING CLAIMS AND DEMANDS IN THE SUM OF \$493,235.84 DEMAND NOS. 28656 THROUGH 28773.

G. AGREEMENT TO PREPARE A COST ALLOCATION PLAN AND COMPREHENSIVE USER FEE STUDY

The City Council was requested to authorize entering into an agreement with Revenue & Cost Specialists (RCS) to prepare a cost allocation plan and comprehensive user fee study for the City of Temple City.

Councilmember Chavez noted there was an item later in the agenda regarding overnight parking permits and asked if this agreement would include that as well. He also asked if there was a timetable for the study and what reasons, other than cost, were considered in choosing this firm.

Financial Services Manager Molina responded that the parking permit fees could be included in the study which should be completed within 60 days. The firm selected was recommended by many other cities and their references were checked.

Staff recommended the City Council:

- 1) Authorize the City Manager to enter into an agreement with Revenue & Cost Specialists to prepare a cost allocation plan and comprehensive user fee study for the City of Temple City; and
- 2) Amend FY 2009-10 budget document in the amount of \$25,000 (\$22,000 plus \$3,000 contingency/fixed expenses).

K. AUTHORIZATION FOR COUNCILMEMBER STERNQUIST TO ATTEND THE CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS (CAPIO) CONFERENCE

The City Council was recommended to authorize a request by Councilmember Sternquist to attend the California Association of Public Information Officials (CAPIO) Conference on April 13-16, 2010, in Santa Barbara. CAPIO is a membership organization serving professionals throughout the public sector who engage communities through honest and transparent communication. CAPIO is a proud affiliate of the League of California Cities.

Councilmember Chavez stated the conference looks to be worthwhile and was glad that Councilmember Sternquist brought it up. He asked if funds were available to send another Councilmember as he would be interested in attending also.

Mayor Vizcarra indicated he was also interested in attending and asked if anyone else was interested in this conference, and if it would require a budget amendment.

Councilmember Sternquist said she spoke with City Manager Pulido of her concern of having a budget amendment. As she did not attend two recent conferences that were budgeted, she was informed that there were available funds for her to attend this conference with Council approval.

Council discussed the possibility of having more than one Councilmember attend the conference without necessitating a budget amendment. Financial Services Manager Molina suggested funds are available from an upcoming conference or from another department's account.

Jeffrey Briggs, Temple City resident, suggested Council send at least two Councilmembers to this conference as he considered it a good investment.

It was recommended that Council authorize Councilmember Sternquist, and two other interested Councilmembers if funds are available, to attend the CAPIO conference on April 13-16, 2010 in Santa Barbara.

Councilmember Chavez moved to approve Items G and K as recommended, seconded by Councilmember Wong and unanimously carried by the following roll call vote:

AYES: Councilmember-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES: Councilmember-None
ABSENT: Councilmember-None
ABSTAIN: Councilmember-None

M. CONSULTANT SERVICES AGREEMENT WITH THE BUXTON COMPANY FOR A RETAIL DEVELOPMENT STRATEGY FOR TEMPLE CITY

The City Council was requested to review and approve a \$60,000 sole source consultant services agreement with the Buxton Company to prepare a retail development strategy that enhances the City's ability to recruit national retailers to its various redevelopment areas.

Mayor Pro Tem Yu said he spoke to City Manager Pulido earlier and asked for more detail as this is a very complex item.

City Manager Pulido stated it was recommended that Council enter into a single source contract with the Buxton Company to provide a retail analysis to prevent leaking sales to

other communities and to take the next step in identifying the type of retail the City wishes to attract and is a fit for the community.

Lisa Hill, with the aid of a power point presentation, provided an overview of the Buxton Company and what they could do to identify and attract new businesses while also retaining current businesses for the City. She provided information on their process of acquiring data for the purpose of profiling the consumer base and the tools used in defining the trade area and identifying desirable retail and restaurants. In addition, an individual marketing package for each retailer match would be available electronically via SCOUT, Buxton's exclusive online marketing system. A sample of retail clients as well as public entity clients was noted.

Ms. Hill responded to questions of Council.

Jerry Jambazian, Temple City businessman, asked if the City had wasted 10 months and \$100,000 since contracting with Avant Garde. He was impressed with Buxton and hoped they could offer the City their best.

Jeffrey Briggs, Temple City resident, said he liked the proposal but recommended the contract require performance oriented benchmarks.

Council discussed this item further and Ms. Hill offered to change the proposal to provide SCOUT for 2 years (as opposed to 1 year) with \$10,000 per year SCOUT maintenance fee after the second year (as opposed to \$12,000).

Councilmember Chavez moved to:

- 1) Approve a \$60,000 sole source consultant agreement, amended as stated above, with the Buxton Company to prepare a retail development strategy that enhances the City's ability to recruit national retailers to its various redevelopment areas;
- 2) Authorize the City Manager to finalize and execute the Consultant Services agreement with the Buxton Company; and
- 3) Amend the adopted Fiscal Year (FY) 2009-2010 Budget accordingly;

seconded by Councilmember Wong and unanimously carried by the following roll call vote:

AYES: Councilmember-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES: Councilmember-None
ABSENT: Councilmember-None
ABSTAIN: Councilmember-None

I. LAS TUNAS DRIVE TRAFFIC PAINT REFRESHING

The City Council was requested to award a contract for the Las Tunas Drive traffic paint refreshing project to Traffic Operations Inc.

Mayor Vizcarra wished to recognize a further step in beautifying the City with approval of this item, which also works well with the 50th anniversary preparations. A lot has been going on to spruce the City up, with tree trimming, etc. and this is another step to make the City a more appealing place to shop in and be around.

Mayor Vizcarra moved to:

- 1) Accept the bid submitted by Traffic Operations Inc., in the amount of \$10,650.00; and
- 2) Authorize the City Manager to sign the agreement,

seconded by Councilmember Wong and unanimously carried by the following roll call vote:

AYES:	Councilmember-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES:	Councilmember-None
ABSENT:	Councilmember-None
ABSTAIN:	Councilmember-None

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS

A. REVIEW OF ANNUAL PARKING PERMIT APPLICATION PROCESS

Public Safety Officer Ariizumi reviewed his staff report, stating at the January 19, 2010 City Council meeting, the City Council directed staff to provide a report on the annual overnight parking permit application process. Staff contacted the cities of Alhambra, Arcadia, Covina, Pasadena, San Gabriel and South Pasadena to gather information about their process for investigating and issuing an annual overnight parking permit. The process varied for each city and the information obtained was provided to Council in the agenda packet.

Staff recommended a two-step process in amending the current ordinance governing the process and also the policy for the issuance of an annual overnight parking permit.

Under Step One, staff can change the current policies for the issuance of an annual overnight parking permit. Currently staff issues a temporary parking permit when a new application for an overnight parking permit is submitted. For renewals, a temporary permit is obtained through the temporary permit machine until the permit is received, typically in a couple of weeks.

Under Step Two, staff recommended amending the current ordinance to codify any proposed changes to the annual parking permit program. Under the current ordinance, all annual permits expire on December 31 of the current calendar year and the permit fee is not prorated. Alternate solutions include creating a new fee table to prorate the permit fee based on a monthly or quarterly basis; or to have the annual permit expire one year from the month and year of issuance. It was also recommended to have a restriction in which all vehicles listed on the application must be currently registered at the applicant's address.

The City Council was asked to provide direction as to changes in the annual overnight parking permit program, for an ordinance amendment to be brought back to Council at a future meeting.

Public Safety Officer Ariizumi answered questions of Council regarding the permit processing of other cities in comparison to Temple City. Council discussed the aspects of the permitting process and offered their preferences.

Mary Burke, Temple City resident, felt residents should not be penalized by the cost of a permit as most families have at least three cars. She asked Council not to increase the cost of the permit and create a hardship.

Council reached general consensus for the following to be included in the policy: prorating by month or quarter; no inspection; no transfer or replacement fee; limit the number of permits to two per residence; require current vehicle registration at the addressed property; and no non-operable vehicles. The annual permit fee will be reviewed during the fee study.

The proposed ordinance amendment incorporating the changes will be brought back to Council in 4-6 weeks.

9. COMMUNICATIONS – None

10. RECESS TO COMMUNITY REDEVELOPMENT AGENCY MEETING

At 9:35 p.m., the City Council recessed to the Community Redevelopment Agency Meeting. Minutes of the Agency Meeting are set forth in full in the Agency's records.

RECONVENE AS CITY COUNCIL

The City Council Meeting was reconvened at 9:36 p.m. with all Councilmembers present.

11. ACTION ON REQUEST BY CRA – None

12. UPDATE FROM CITY MANAGER – None

13. MATTERS FROM CITY OFFICIALS – None

14. COUNCIL REPORTS REGARDING AD HOC OR COMMISSION MEETINGS

Mayor Vizcarra reported on the Ad Hoc Census Committee meeting held two weeks ago. The Committee was formed to promote participation in the census exercise and is comprised of himself and Councilmember Wong and members of the community. About 10 people showed up for the first meeting and provided much enthusiasm and good input. Some of their ideas included placing a street banner across Temple City Boulevard and asking shop owners to place a poster in their windows encouraging census participation.

15. COUNCIL ITEMS SEPARATE FROM THE CITY MANAGER'S REGULAR AGENDA

A. COUNCILMEMBER CHAVEZ

Councilmember Chavez asked about the status of the Youth Committee and if direction was needed from Council.

Parks & Recreation Director Burroughs stated ten applications were received and requested Council provide direction whether they wished to interview or appoint all ten applicants. The applications were forwarded to Council and all had good recommendations. Those appointed would serve until the end of the school year. The initial plan was to solicit applications for next school year in April or May and to conduct interviews before the school year ends.

The City Council concurred to appoint all ten applicants to the Youth Committee at the next Council meeting.

Councilmember Chavez reported he attended the Grand Opening of the Super A Foods store last week and suggested that the Council would be grateful for the Parks and Recreation Commission's input regarding 50th Anniversary decorations for the Council Chambers.

B. COUNCILMEMBER STERNQUIST

1) ADA Seating Accommodations in Council Chambers

Councilmember Sternquist suggested, in regard to the Chambers renovation, to make the podium more accessible for those with a disability. Most other chambers have a speaker table in front of the Council for those who wish to address the Council, which would make it more friendly and accessible for those who have difficulty walking.

City Manager Pulido stated this suggestion could be considered by the Chamber Renovation Ad Hoc Committee. There are a number of different configurations to accommodate speakers depending on the budgeted amount.

Councilmember Sternquist stated, if a speaker would be allowed to sit down, it would be more comfortable for them, especially if they have difficulty in standing. Or perhaps just letting people know they can sit down if they desire to do so.

Mayor Pro Tem Yu said he was familiar with ADA accommodations and believed the current configuration was satisfactory as there are tables available at the front of the Chambers to sit and address the Council.

2) "Chat with Councilmembers" Informal Meetings with Residents

Councilmember Sternquist suggested, as other Cities are doing, to provide residents with an opportunity to come and meet informally with Councilmembers on a regular basis. There would be no formal agenda or business to be acted on, but staff would be present to take notes. It has been mentioned before by residents that they would like an opportunity to ask questions. It would also be a way to get input and ideas from residents which could be future agenda items.

City Manager Pulido cautioned Council that an agenda would have to be noticed at least 72 hours beforehand if 3 or more Councilmembers were meeting.

Mayor Vizcarra said he would want the whole Council present and asked City Manager Pulido to start working on scheduling such a meeting.

Councilmember Sternquist also requested that a list of the City's open meetings be listed at the end of the agenda.

C. COUNCILMEMBER WONG

Councilmember Wong reminded everyone of the Camellia Festival in two weeks.

D. MAYOR PRO TEM YU

Mayor Pro Tem Yu stated he would like to receive updates from the City Manager on the progress of all contracts.

E. MAYOR VIZCARRA

Mayor Vizcarra spoke of the feasibility of providing a State of the City address to residents, mentioning that he provided a brief one at the joint City/School District meeting. He suggested having an open meeting at Live Oak Park where the Mayor could let everyone know what is going on.

Councilmember Chavez thought that was a great idea and would clear up misconceptions and promote Council's goal of transparency. Residents would be informed of what has been done and what is coming up.

Councilmember Wong concurred and Mayor Pro Tem Yu thought it would go well with Councilmember Sternquist's suggestion about meeting with residents.

16. REIMBURSEMENTS OF EXPENSES PAID TO OFFICIALS FOR CONDUCT OF CITY BUSINESS – None

17. ADDITIONAL PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Mary Burke, Temple City resident, said she missed the budget meeting and asked if the Council renovation and improvement of audio and visual were included in the budget.

City Manager Pulido stated the budget meeting was a mid-year review of the current budget to update Council and see if we are on target with revenues and expenditures. The Ad Hoc Committee is in the process of evaluating the remodeling for recommendation back to Council.

Jerry Jambazian, Temple City businessman, suggested when people address the Council, it may be appropriate to face the Council and not be making a speech to the audience.

18. CLOSED SESSION – None

19. ADJOURNMENT

The City Council Regular Meeting was adjourned at 10:12 p.m.

Mayor

ATTEST:

City Clerk