

# CITY OF GLENDORA AGENDA

CITY COUNCIL  
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY  
HOUSING AUTHORITY

REGULAR JOINT MEETING 7:00 PM

**TUESDAY, AUGUST 27, 2019**  
CITY HALL COUNCIL CHAMBER  
116 E. Foothill Boulevard



## MAYOR/CHAIR

Judy M. Nelson

## MAYOR PRO TEM/VICE-CHAIR

Michael Allowos

## COUNCIL/COMMISSIONERS

Gary Boyer

Karen K. Davis

Mendell L. Thompson

PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IS IN PROGRESS

### PUBLIC COMMENT

The public is encouraged to address the governing board on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the governing body, you may do so during the **PUBLIC COMMENT** period noted on the agenda. Each person is allowed three (3) minutes speaking time.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The governing body may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

### AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (626) 914-8210 no later than 72 hours prior to the meeting. (28 CFR 34.102.104 ADA TITLE II)

**PLEASE NOTE:** Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, in the City Clerk's office during regular business hours, Glendora Public Library and on the City's website [www.ci.glendora.ca.us](http://www.ci.glendora.ca.us). For further information, please contact the office of the City Clerk at (626) 914-8210, or via e-mail at [kssessman@ci.glendora.ca.us](mailto:kssessman@ci.glendora.ca.us).

### DOCUMENTS DISTRIBUTED FOLLOWING THE POSTING OF THE AGENDA

Any writing that relates to an agenda item for an open session that is distributed after the posting of the agenda is available for public inspection at the City Clerk's Office, 116 E. Foothill Blvd., Glendora.

### CITY COUNCIL MEETINGS

#### VIEW LIVE

2<sup>nd</sup> & 4<sup>th</sup> Tuesdays of each month at 7:00 p.m.  
Stream "LIVE" on City Website [www.cityofglendora.org](http://www.cityofglendora.org)  
Air "LIVE" on Channel 3 (Cable) & Channel 31 (Verizon)

#### REPLAYS ON AIR

Thursday - Sunday week following the meeting:  
Thurs, 3 pm & 7 pm, Fri, 3 pm & Sat/Sun, 9 am & 3 pm  
on Channel 3 (Cable) & Channel 31 (Verizon)

**AGENDA**  
**REGULAR JOINT MEETING**  
**of the**  
**CITY OF GLENDORA**  
**CITY COUNCIL**  
**SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY**  
**HOUSING AUTHORITY**  
**TUESDAY, AUGUST 27, 2019**  
**CITY HALL COUNCIL CHAMBER, 116 E. FOOTHILL BOULEVARD**

**7:00 PM REGULAR JOINT MEETING**

**PRELIMINARY BUSINESS**

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.

- Invocation by Reverend Susan Scranton on Grace Episcopal Church
- Pledge of Allegiance

**SPECIAL ITEMS**

- [Presentation from Southern California Edison on heat and power outages.](#)
- [Presentation by LA County Fire on Clean Idle Diesel trucks and high fire hazard zones.](#)
- [Presentation of the results of the August 6, 2019 Strategic Plan Workshop.](#)

**STUDENT REPORTS - NONE**

**PUBLIC COMMENT**

Three (3) Minute speaking time limit

Public Comment cards are on the counter in the lobby.

Public comment shall conform to the protocol established by Resolution, the highlights of which are listed below: Any person may request to address the governing body by submitting to the City Clerk a Speakers Request form asking to address the governing body and stating the topic to be addressed. Speakers Request forms shall be available throughout the meeting.

Under the agenda item "Public Comment", the presiding officer may recognize any person desiring to address the governing body concerning any subsequent item calendared for action or discussion at that meeting. Public comment may also be given when an item is scheduled for consideration. Comments on Consent Calendar items should be made during the Public Comment Period. The Public Comment Period is limited to 30 minutes. Each speaker shall be limited to three minutes unless, upon motion, such time is extended by the governing body.

Any person given permission to address the governing body shall advance to the rostrum and state his/her name and the subject matter he/she wishes to discuss. No question shall be asked of governing body members or a member of the staff, except through the presiding officer.

**REPORTS AND STATEMENTS****REORDERING OF AND ADDITIONS TO THE AGENDA****PUBLIC HEARINGS - NONE**

Following the staff report, the applicant/appellant will be allowed ten minutes in which to make a presentation. The public hearing will then be opened. Testimony by proponents shall be limited to three minutes per speaker and to a total of 15 minutes. Testimony by opponents shall be limited to three minutes per speaker and to a total of 15 minutes. The presiding officer may permit a five minute summation by a representative of proponents, followed by a five minute summation by a representative of opponents. The public hearing will then be closed and no member of the public shall be allowed to speak further without consent of the presiding officer. Any person desiring to speak to a Public Hearing item shall make his/her presence known to the Presiding officer. Speaker cards are available in the lobby. Speakers are entitled to submit written or other graphic evidence. All such evidence presented shall be retained by the City Clerk as part of the Clerk's record.

PLEASE NOTE: If you challenge any of the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

**CONSENT CALENDAR**

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the governing body requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the regular items. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

1. [City Council, Successor Agency for the former Community Redevelopment Agency, and Housing Authority Minutes.](#)

CITY/AGENCY/AUTHORITY RECOMMENDATION: Affirm the following minutes: a) March 26, 2019 Special Meeting minutes, b) April 9, 2019 Regular Meeting minutes, c) April 23, 2019 Regular Meeting minutes, d) June 11, 2019 Special Meeting minutes, e) June 11, 2019 Regular Meeting minutes, f) August 6, 2019 Special Meeting minutes (Strategic Planning), g) August 13, 2019 Special Meeting minutes, and h) August 13, 2019 Regular Meeting minutes.

2. [Warrants and Demands Issued on July 5, 2019, July 12, 2019, July 19, 2019, July 26, 2019, August 2, 2019, August 9, 2019 and August 16, 2019.](#)

CITY/AGENCY RECOMMENDATION: Affirm the following Warrants and Demands were received and filed as presented: a) General Warrant Register dated 7/5/2019 in the amount of \$913,147.51, b) Payroll EFT - P/E 6/30/2019 in amount of \$525,177.90, c) General Warrant Register dated 7/12/2019 in the amount of \$747,394.64, d) General Warrant Register dated 7/19/2019 in the amount of \$1,404,203.26, e) Payroll EFT - P/E 7/14/2019 in amount of \$521,712.98, f) General Warrant Register dated 7/26/2019 in the amount of \$259,384.73, g) General Warrant Register dated 8/2/2019 in the amount of \$1,573,633.50, h) Payroll EFT - P/E 7/28/2019 in amount of \$524,901.36, i) General Warrant Register dated 8/9/2019 in the amount of \$259,157.63, j) General Warrant Register dated 8/16/2019 in the amount of \$2,151,788.80, and k) Payroll EFT - P/E 8/11/2019 in amount of \$580,551.51.

3. [Notice of Completion for CDBG funded Laxford Street and Vecino Avenue Street Improvements, Plan No. 1277.](#)

CITY RECOMMENDATION: 1) Approve and accept the completion of CDBG Funded Laxford Street and Vecino Avenue Street Improvements, Plan No. 1277 by Gentry Brothers, Inc.; and 2) Authorize the Mayor to sign the Notice of Completion for recordation.

4. [City of Glendora and Glendora Successor Agency Investment Report for June 2019 and July 2019.](#)

CITY/AGENCY RECOMMENDATION: Receive and file.

5. [Notice of Completion for Police Parking Lot Perimeter Security, Plan No. 1255.](#)

CITY RECOMMENDATION: 1) Accept the completion of Police Parking Lot Perimeter Security, Plan No. 1255; and 2) Authorize the Mayor to sign the Notice of Completion for recordation.

6. [Notice of Completion of the Glendora City Library Elevator Modernization Project - Plan No. 1292.](#)

CITY RECOMMENDATION: 1) Accept the completion of the Glendora City Library Elevator Modernization Project, Plan No. 1292; and 2) Authorize the Mayor to sign the Notice of Completion for recordation.

7. [Notice of Completion of the for Well 7 Sampling Study - Plan No. 1265.](#)

CITY RECOMMENDATION: 1) Accept the completion of the Well 7 Sampling Study - Plan No. 1265; and 2) Authorize the Mayor to sign the Notice of Completion for recordation.

8. [Accept Easement Deed for Public Sidewalk Purposes at 128 N. Valencia Avenue \(APN: 8635-011-025\).](#)

CITY RECOMMENDATION: 1) Accept Easement Deed for the Public Sidewalk Purposes at 128 N. Valencia Avenue (APN: 8635-011-025), 2) Authorize the Mayor to sign the Easement Deed for Public Sidewalk Purposes, 3) Authorize the City Clerk to sign the Certificate of Acceptance, and 4) Authorize City Clerk to transmit documents to Los Angeles County of Public Works for recording purposes.

9. [Notice of Completion for the Lone Hill Avenue Street Improvement Project \(From Gladstone Street to San Dimas Wash\), Plan No. 1274.](#)

CITY RECOMMENDATION: 1) Accept the completion of Lone Hill Avenue Street Improvement Project (From Gladstone Street to San Dimas Wash), Plan No. 1274; and 2) Authorize the Mayor to sign the Notice of Completion for recordation.

10. [Authorize the purchase and installation of Police Department Security Cameras \(CIP\).](#)

CITY RECOMMENDATION: 1) Approve a Contract Services Agreement with Stanley Convergent Security Solutions, Inc. for the purchase and installation of (35) replacement security cameras, installing new hardware, digital storage and digital media management in a total amount not to exceed \$170,000, and 2) Authorize the Mayor to execute the agreement.

**UNFINISHED BUSINESS**

11. [Approve Amendment No. 1 to City Manager Employee Agreement with Adam Raymond.](#)

City Attorney to report.

CITY RECOMMENDATION: 1) Approve Amendment No. 1 to “City Manager Employment Agreement between City of Glendora and Adam Raymond” approved on August 14, 2018, and 2) Authorize the Mayor to execute amendment.

12. [Discussion on tree removals.](#)

City Manager to report.

CITY RECOMMENDATION: Conduct discussion and provide direction on the removal of trees.

**NEW BUSINESS**

13. [Creation of Administrative Services Department.](#)

City Manager to report.

CITY RECOMMENDATION: 1) Approve recommended organization changes from the City Manager pursuant to GMC Section 2.08.070; and 2) Adopt a City Council Resolution entitled “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL AND AMENDING THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA.”

14. [Consideration of an agreement to conduct a parking study of the Glendora Village.](#)

Planning to report.

CITY RECOMMENDATION: 1) Approve an Agreement with Fehr and Peers to conduct a parking study in the downtown Glendora Village in the amount of \$31,026, and 2) Authorize the Finance Director to reallocate unexpended CIP funds for the parking study.

15. [First reading of an Ordinance amending the Glendora Municipal Code and approve a Memorandum of Understanding \(MOU\) with the Los Angeles County Department of Public Health relating to Onsite Wastewater Treatment Systems.](#)

Planning to report.

CITY RECOMMENDATION: 1) Rescind approval of the Final Glendora Local Agency Management Program; and 2) Waive full reading, read by title only, and introduce for first reading an Ordinance entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, AMENDING MUNICIPAL CODE SECTION 6.04.010 TO ADOPT BY REFERENCE LOS ANGELES COUNTY ORDINANCE NO. 2018-0037 (ONSITE WASTEWATER TREATMENT SYSTEMS); AND TO AMEND GLENDORA MUNICIPAL CODE SECTION 15.02.030 (CESSPOOLS AND GROUND WATER POLLUTION) AND SECTION 15.24.020 (CONNECTION TO SEWER REQUIRED-EXCEPTION);” and 3) Authorize the City Manager to execute, subject to the City Attorneys’ finalization and approval as to form a “MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF LOS ANGELES, DEPARTMENT OF PUBLIC HEALTH, AND THE CITY OF GLENDORA REGARDING ONSITE WASTEWATER TREATMENT SYSTEMS”.

16. [Authorize the Purchase of One Zero Emission Transit Vehicle.](#)

Planning to report.

CITY RECOMMENDATION: Approve the purchase of one (1) NorCal Van – 350 EL Electric Conversion Type V – High Roof Transit ADA Van from A-Z Bus Sales in the amount of \$127,979.95, plus taxes and fees of \$9,851.62, for a total purchase cost of \$137,851.37.

**GOVERNING BODY AND STAFF ITEMS**

**CLOSED SESSION - NONE**

**RECONVENE OPEN SESSION AND ANNOUNCE ANY ACTION TAKEN - NONE**

**ADJOURNMENT**

I, Kathleen R. Sessman, City Clerk/Communications Director of the City of Glendora, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board at 116 E. Foothill Boulevard, Glendora, California and on the City's website not less than 72 hours prior to the meeting in accordance with Government Code Section 54954.2. Dated this 22nd day of August, 2019.

Kathleen R. Sessman, MMC  
City Clerk/Communications Director