CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200

NOTICE AND AGENDA FOR THE AMENDED SPECIAL AND REGULAR MEETING OF THE

CITY COUNCIL

SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

HOUSING AUTHORITY

June 26, 2024

SPECIAL MEETING – 5:30 PM
REGULAR MEETING – 6:30 PM

CLOSED SESSION – CONFERENCE ROOM
OPEN SESSION – CITY COUNCIL CHAMBER

ALBERT F. AMBRIZ - Mayor

LARRY G. BURROLA - Mayor Pro Tem

MARK A. BRECEDA - Councilmember

MANUEL R. GARCIA - Councilmember

H. MANUEL ORTIZ - Councilmember

Via Zoom Webinar: https://us02web.zoom.us/j/87104592389
In the event that a Zoom broadcast is unavailable, staff will promptly notify the public through its social media platforms. The public meeting will proceed in accordance with The Brown Act.
Listen Over Phone: 1-669-900-6833; Webinar ID: 871-0459-2389

Spontaneous Communications: The public is encouraged to address the City Council on any matter listed on the agenda or on any other matter within its jurisdiction. The City Council will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The City Council will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

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 City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

Americans with Disabilities Act: In compliance with the ADA and Government Code section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can be found on the City's website: https://www.irwindaleca.gov/DocumentCenter/View/8075/AB-2449-Reasonable-Accommodation-Policy. If you need special assistance to participate in a City Council or Commission meeting or other services offered by this City, including an electronic or printed copy of the City's reasonable accommodation policy, please contact City Hall at (626) 430-2200. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection at the office of the Chief Deputy City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).

Compensation for Board Members: Compensation for the members of the Irwindale City Council is $750.16 a month. In accordance with Government Code Section 54952.3, Councilmembers will not receive any additional compensation or stipend for the convening of the regular meetings of the Successor Agency to the Irwindale Community Redevelopment Agency. Councilmembers will receive additional compensation of $50/meeting, not to exceed $150 per month, for the convening the regular meetings of the Irwindale Housing Authority and an additional compensation of $300/meeting for convening the regular meetings of the Irwindale Reclamation Authority.

Code of Ethics

As City of Irwindale Council Members, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Council Member.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

IRWINDALE CITY COUNCIL

SPECIAL MEETING

1. CALL TO ORDER

2. ROLL CALL: Councilmembers: Mark A. Breceda, Manuel R. Garcia, H. Manuel Ortiz; Mayor Pro Tem Larry G. Burrola; Mayor Albert F. Ambriz

3. AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances

4. SPONTANEOUS COMMUNICATIONS

Spontaneous communications are limited to the special meeting agenda items only.

5. RECESS TO CLOSED SESSION

A. Conference with Labor Negotiator
Pursuant to California Government Code Section 54957.6

Agency Designated Representatives: Julian A. Miranda, City Manager; Adrian Guerra, Legal Counsel; Kambiz Borhani, Finance Director; Mary Hull, Human Resources Manager

Employee Organizations: IMEA, ICEA, IPOA, and Unrepresented Employees

Agency Designated Representative: Julian A. Miranda, City Manager
Unrepresented Employee: Adrian Guerra, City Attorney

B. Conference with Legal Counsel - Existing Litigation
Pursuant to Government Code Sections 54954.5(c), 54956.9(d)(1)

Name of Case: Five Points, LP vs. City of Irwindale
Case Number: 22STCV01394

C. Conference with Legal Counsel - Anticipated Litigation
Initiation of litigation [Pursuant to Government Code Section 54956.9 (d)(4)]

Number of Cases: One

Agenda amended on Tuesday, June 25, 2024 @ 4:55 p.m. to add Item C

6. RECONVENE IN OPEN SESSION

7. REPORT FROM CLOSED SESSION

8. ADJOURNMENT

REGULAR MEETING

9. CALL TO ORDER

10. PLEDGE OF ALLEGIANCE

11. INVOCATION

12. ROLL CALL: Councilmembers: Mark A. Breceda, Manuel R. Garcia, H. Manuel Ortiz; Mayor Pro Tem Larry G. Burrola Mayor Albert F. Ambriz

13. AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances

14. CHANGES TO THE AGENDA

15. COUNCIL MEMBER TRAVEL REPORTS

16. COUNCILMEMBER COMMENTS

17. INTRODUCTION OF NEW EMPLOYEES/PROMOTIONS

18. PROCLAMATIONS / PRESENTATIONS / COMMENDATIONS

A. Oath of Office to Commissioner Casey J. Miranda

B. Proclamation - Parks Make Life Better Month

19. CONSENT CALENDAR

A. Joint Minutes of the City Council, Housing Authority, and Reclamation Authority meeting held May 29, 2024
Department: City Clerk

Recommendation: Approve

B. Warrants / Demands / Payroll
Department: Finance

Recommendation: Approve

C. Accepting and approving the FY 2024-2025 operating budget, reallocation of previously donated funds, and carryforward of previous year's budget of the Irwindale Community Foundation
Department: Finance

Recommendation: It is recommended that the City Council **adopt Resolution No. 2024-27-3504** entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE IRWINDALE COMMUNITY FOUNDATION FISCAL YEAR 2024-2025: 1) OPERATING ANNUAL BUDGET; 2) REALLOCATION OF PREVIOUSLY DONATED FUNDS; AND 3) CARRYFORWARD PREVIOUS YEAR'S BUDGET."

D. Fee Waiver for Use of the Dan Diaz Recreation Center for the 4-Day Vote Center - November 5, 2024
Department: City Clerk

Recommendation: **Adopt Resolution No. 2024-48-3525** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING A FEE WAIVER FOR THE LOS ANGELES COUNTY REGISTRAR RECORDER, WAIVING CITY FACILITY RENTAL FEES FOR A VOTE CENTER FOR THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION AND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE VOTE CENTER ELECTION PLAN".

E. 2nd Reading - Ordinance No. 778
Department: Community Development

Recommendation: That the City Council **adopt on second reading by title only with further reading waived Ordinance No. 778**, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING AND ADDING SECTION 17.04.090 ("PUBLIC PROJECT EXEMPTION") TO CHAPTER 17.04 ("GENERAL PROVISIONS AND REGULATIONS") OF TITLE 17 ("ZONING") OF THE IRWINDALE MUNICIPAL CODE TO EXEMPT PUBLIC PROJECTS FROM THE ZONING CODE," and find the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)

F. Approval of Contract Agreement between Los Angeles County Department of Animal Care and Control and City of Irwindale for Animal Care & Control Services
Department: Public Services

Recommendation: City Council approve and authorize the City Manager to enter into a five-year agreement with Los Angeles County for Animal Care and Control Services.

G. Approve the First Amendment to the Contract Services Agreement for the Senior Center Nutrition Program
Department: Public Services

Recommendation: That the City Council authorize the City Manager to execute a First Amendment to the Contract Services Agreement with TRIO Community Meals for the Senior Center Nutrition Meal Program.

H. Award of Contract for Janitorial Services for City of Irwindale Facilities
Department: Public Services

Recommendation: That the City Council **adopt Resolution No. 2024-49-3526** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING AN AWARD OF

CONTRACT AND AGREEMENT WITH BRITEWORKS, INC FOR JANITORIAL SERVICES FOR CITY OF IRWINDALE FACILITIES, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT, AND APPROVING AN APPROPRIATION OF FUNDS FOR THE AGREEMENT".

I. Approve the Purchase of an ADA Van
Department: Public Services

Recommendation: That the City Council **adopt Resolution No. 2024-47-3524** entitled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE WAIVING THE FORMAL BIDDING PROCEDURES PURSUANT TO IRWINDALE MUNICIPAL CODE SECTION 3.44.080 (E), AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT FOR THE PURCHASE OF A 2024 FORD TRANSIT PASSENGER WAGON/ADA VAN FOR THE IRWINDALE SENIOR CENTER"

J. Amendment No. 1 to Reimbursement Agreement with LIT Reliance II, LP (Clarion & Trammel Crow)
Department: Finance

Recommendation: Approve Amendment No. 1 to the Reimbursement Agreement between the City of Irwindale and LIT Reliance II, LP for the City's consideration and processing of Reliance II Specific Plan development applications.

K. Award Willdan Financial Services Contract for Formation of Community Facilities District
Department: Finance

Recommendation: Approve Agreement with Willdan Financial Services for a not-to-exceed amount of $47,500; and authorize the City Manager to sign the Agreement, subject to final language approval of the City Attorney; and

L. Acceptance of the Dan Diaz Recreation Center Reroofing Project; P-1063
Department: Engineering

Recommendation: That the City Council (1) accept the improvements and maintenance responsibilities for the completed Dan Diaz Recreation Center Reroofing Project P-1063; (2) approve the final construction project amount of $680,017 under the construction contract with Best Contracting Services, Inc. (3) authorize the City Clerk to record the Notice of Completion; and (4) authorize the Finance Director to release the 5% retention amount for the project.

M. Request to Approve a Funding Memorandum of Agreement Between the Cities of Azusa, Duarte, and Irwindale, and the San Gabriel Valley Council of Governments
Department: Administration

Recommendation: That the City Council of the City of Irwindale approve and authorize the City of Irwindale (City) to enter into a Funding Memorandum of Agreement (MOA) between the Cities of Azusa, Duarte, and Irwindale, and the San Gabriel Valley Council of Governments to set forth the terms for the distribution of SB 104 Funds.

20. SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience speak on items not on this agenda that are within the City Council's subject matter jurisdiction. State law prohibits any Council discussion or action on such communications unless 1) the Council by majority vote finds that a catastrophe or emergency exists; or 2) the Council by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Council cannot participate (except as stated), it is requested that all such communications be made in writing to be included on the next agenda for full discussion and action

All members of the public are asked to observe the City's Rules of Procedure and Public Meeting Decorum. The City's Rules of Procedure and Public Meeting Decorum can be found on the City's website, and Chapter 2.40 of the Irwindale Municipal Code. You may also contact the City Clerk's Office for copies.

Each speaker will be limited to 3 minutes unless such time limits are extended. If a member of the public wishes to donate their time to another speaker, both persons must be physically present and in attendance of the meeting. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject for all speakers. Organized groups of persons wishing to address the Council on the same subject should select a spokesperson to represent the group, so as to avoid unnecessary repetition. In no event shall the total amount of speaking time for exceed 6 minutes per person for the subject under discussion.

The Council may regulate a speaker who is speaking too long or out of order, being unduly repetitious, discussing irrelevancies, or extending to items not within its subject matter jurisdiction. Please be reminded that discrimination, abusive use of profanity, unruly disruption, and violent or physically threatening conduct is discouraged. Members of the public shall not disrupt the orderly conduct of the meeting. The Presiding Officer will request that a person cease any disruptive conduct, and if not immediately stopped, will direct the person to be removed from the meeting.

Public Comments will be heard in the following order:

1: In-person attendees

2: Teleconference attendees

3: In-person and teleconference attendees who have not previously provided comments on the matter(s) being discussed by the legislative body

21. NEW BUSINESS

At this time, members of the audience may ask to be heard regarding an item on New Business.

A. Consideration of Appointment of ICF Boardmembers
Department: City Clerk

Recommendation: That the City Council **adopt Resolution No. 2024-50-3527** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO RESIDENT

REPRESENTATIVE MEMBERS AND ONE CITY COUNCIL REPRESENTATIVE TO THE IRWINDALE COMMUNITY FOUNDATION FOR TERMS EXPIRING JUNE 30, 2026" and **adopt Resolution No. 2024-51-3528** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO IRWINDALE BUSINESS REPRESENTATIVES TO THE IRWINDALE COMMUNITY FOUNDATION FOR ONE YEAR TERMS ENDING JUNE 30, 2025".

B. Review of Second Comment Letter from the California Department of Housing & Community Development (HCD) Regarding the City's Draft Housing Element and Direction for Response
Department: Community Development

Recommendation: That the City Council provide direction to staff regarding the May 3, 2024 comment letter from HCD, including (1) Local Preference Policy for Housing Programs; and (2) Allen Drive Site: Milestones for issuing final entitlements and building permits.

C. Irwindale Park Improvement Project Update - Verbal Report
Department: Engineering

Recommendation: Receive and file.

22. PUBLIC HEARINGS

At this time, members of the audience may ask to be heard regarding an item on Public Hearings.

A. Adoption of the Fiscal Year 2024-25 Budget
Department: Finance

Recommendation: It is recommended that the City Council conduct the duly noticed public hearing and **adopt Ordinance No. 779** entitled: “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2024-2025,” reading by title only and waiving further reading thereof.

B. Adoption of Resolution to Amend the Zoning Map to Address Inconsistencies on Various Parcels of Land and First Reading and Introduction of Ordinance No. 780 to Rescind Ordinance Nos. 195 and 200 to Remove Inconsistent Regulations Related Thereto
Department: Community Development

Recommendation: **Adopt Resolution No. 2024-38-3515**, “A Resolution of the City Council of the City of Irwindale adopting Zone Change No. 01-2024 and modifying the City of Irwindale Zoning Map to 1) Rezone Parcels from M-1 (Light Manufacturing) Zone to R-1 (Single-Family Residential) Zone located at: 730 Meridian Street (APN 8534-001-004), 716 Meridian Street (APN 8534-001-025), 714 Meridian Street (APN 8534-001-026), 740 Meridian Street (APN 8534-001-057), 726 Meridian Street (APN 8534-001-109), 737 Shrode Avenue (APN 8534-001-013), 731 Shrode Avenue (APN 8534-001-014), 727 Shrode Avenue (APN 8534-001-015), 2419 Citrusview Avenue (APN 8534-001-053), 2425 Citrusview Avenue (APN 8534-001-054), 2424 Citrusview Avenue (APN 8534-001-055), 2412 Citrusview Avenue (APN 8534-001-056), (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 Park Rose Avenue (APN 8534-001-093), 2436 Park Rose Avenue (APN 8534-001-096), 2448 Park Rose Avenue (APN 8534-001-097), 2449 Park Rose Avenue (APN 8534-001-098), 2437 Park Rose Avenue (APN 8534-001-099), 2402 Park Rose Avenue (APN

8534-001-106), 2408 Park Rose Avenue (APN 8534-001-107), 2424 Park Rose Avenue (APNS 8534-001-115, 8534-001-116), 2400 Ruelas Street (APN 8534-001-072), 2416 Ruelas Street (APN 8534-001-075), 2440 Ruelas Street (APN 8534-001-078), 2446 Ruelas Street (APN 8534-001-079), 2447 Ruelas Street (APN 8534-001-080), 2439 Ruelas Street (APN 8534-001-081), 2415 Ruelas Street (APN 8534-001-084), 2406 Ruelas Street (APN 8534-001-102), 2409 Ruelas Street (APN 8534-001-104), 2401 Ruelas Street (APN 8534-001-105), 2426 Ruelas Street (APNS 8534-001-111, 8534-001-112), 2425 Ruelas Street (APNS 8534-001-113, 8534-001-114); and 2) rezone parcels from C-3 (Heavy Commercial-Residential) Zone to R-1 (Single-Family Residential) Zone located at: 701 Ambriz Street (APN 8534-001-120), 705 Ambriz Street (APN 8534-001-121), 709 Ambriz Street (APN 8534-001-122), 713 Ambriz Street (APN 8534-001-123), 708 Ambriz Street (APN 8534-001-124), 704 Ambriz Street (APN 8534-001-125), 700 Ambriz Street (APN 8534-001-126), 2416 Mountain Avenue (APN 8534-001-039), 2408 Mountain Avenue (APN 8534-001-058), and find the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)."

Introduce for first reading by title only with further reading waived, Ordinance No. 780, "An Ordinance of the City Council of the City of Irwindale rescinding Ordinance No. 195 in its entirety, which rezoned properties located on Mountain Avenue and Ambriz Street (formerly Mountain Avenue) to C-3 (Heavy Commercial-Residential) and Ordinance No. 200 in its entirely, which rezoned properties located on Citrusview Avenue, Park Rose Avenue and Ruelas Street to M-2 (Heavy Manufacturing), and finding the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)."

23. CITY MANAGER'S REPORT

24. FUTURE AGENDA ITEMS REQUESTED BY COUNCIL MEMBERS

At this time, the City Council will deliberate and discuss whether these items should be placed on a future agenda. In order for any listed item to be placed on a future agenda for substantive discussion or action, the City Council must act by formal motion to direct the City Manager to place the item on a future agenda.

A. Update on Current Development Projects - Requested by Mayor Ambriz
Department: Administration

Recommendation: Discuss

B. Discussion on Reliance II / Clarion Project (Irwindale Business Center North) - Requested by Mayor Ambriz
Department: Administration

Recommendation: Discuss

25. ADJOURN

SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

26. AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances

27. CONSENT CALENDAR

A. Minutes - None for Approval
Department: City Clerk

Recommendation: Approve

B. Warrants / Demands / Payroll
Department: Finance

Recommendation: Approve

28. SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. Spontaneous Communications for the Successor Agency are subject to the same State prohibitions and City guidelines as cited on the City Council agenda.

29. NEW BUSINESS

At this time, members of the audience may ask to be heard regarding an item on New Business.

30. PUBLIC HEARINGS

At this time, members of the audience may ask to be heard regarding an item on Public Hearings.

31. ADJOURN

HOUSING AUTHORITY

32. AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances

33. CONSENT CALENDAR

A. Joint Minutes of the City Council, Housing Authority, and Reclamation Authority meeting held May 29, 2024
Department: City Clerk

Recommendation: Approve

B. Minutes of the Meeting Held June 3, 2024
Department: City Clerk

Recommendation: Approve

34. SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. Spontaneous Communications for the Housing Authority are subject to the same State prohibitions and City guidelines as cited on the City Council agenda.

35. NEW BUSINESS

At this time, members of the audience may ask to be heard regarding an item on New Business.

A. Review of Second Comment Letter from the California Department of Housing & Community Development (HCD) Regarding the City's Draft Housing Element and Direction for Response (Joint Item with City Council)
Department: Community Development

Recommendation: That the City Council provide direction to staff regarding the May 3, 2024 comment letter from HCD, including (1) Local Preference Policy for Housing Programs; and (2) Allen Drive Site: Milestones for issuing final entitlements and building permits.

36. PUBLIC HEARINGS

At this time, members of the audience may ask to be heard regarding an item on Public Hearings.

37. ADJOURN

AFFIDAVIT OF POSTING

I, Laura M. Nieto, Chief Deputy City Clerk, certify that I caused the agenda for the regular meeting of the City Council, Irwindale Successor Agency to the Irwindale Community Redevelopment Agency, Housing Authority, and Reclamation Authority, to be held on June 26, 2024, be posted at the City Hall, Library, and Post Office on **June 21, 2024**.

Laura M. Nieto

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Laura M. Nieto, MMC
Chief Deputy City Clerk

IRWINDALE CITY COUNCIL CHAMBERS **MAY 29, 2024**
5050 N. IRWINDALE AVENUE **WEDNESDAY**
IRWINDALE, CALIFORNIA 91706 **5:00 P.M.**

The Irwindale **CITY COUNCIL, HOUSING AUTHORITY, and RECLAMATION AUTHORITY** met in a special joint meeting at the above time and place.

ROLL CALL: Present: Councilmembers Mark A. Breceda, Manuel R. Garcia, H. Manuel Ortiz; Mayor Pro Tem Larry G. Burrola; Mayor Albert F. Ambriz

Also Present: Julian A. Miranda, City Manager; Jamie Traxler, Assistant City Attorney; Theresa Olivares, Assistant City Manager; and Laura Nieto, Chief Deputy City Clerk

AB 2449 DISCLOSURES None.

CHANGES TO THE AGENDA None.

RECESS TO CLOSED SESSION At 5:03 p.m., the City Council met in Closed Session to discuss the following:

Public Employee Discipline/Dismissal/Release
Authorized under CA Government Code Section 54957

ACTION: Confidential personnel issue; no additional information required.

Conference with Real Property Negotiator
Pursuant to California Government Code Section 54956.8

Property: 16124 Calle de Paseo
Agency Negotiator: Julian A. Miranda, Executive Director
Parties: Valerie R. Sanchez, Leonard B. Aguayo, and Kenneth Aguayo, each as 1/3 as tenants in common
Under Negotiation: Price and terms of payment

ACTION: Discussed, direction given to staff; no reportable action taken (Councilmembers Breceda and Garcia recused themselves from discussing this matter).

RECONVENE IN OPEN SESSION At 5:37 p.m., the City Council reconvened in Open Session.

COUNCILMEMBER COMMENTS

COUNCILMEMBER ORTIZ Councilmember Ortiz thanked all involved in organizing yesterday's Mayor's Prayer event as well as Southern California Edison for providing the venue.

MAYOR PRO TEM BURROLA — Mayor Pro Tem Burrola agreed and acknowledged Assistant to the City Manager Espino for her assistance.

COUNCILMEMBER BRECEDA — Councilmember Breceda spoke on his attendance at the Contract Cities conference and the ICSC conference.

MAYOR AMBRIZ — Mayor Ambriz noted that he was invited to attend a Memorial Day event held by the City of Glendora and thanked all that helped coordinate the Mayor's Prayer Breakfast.

SPONTANEOUS COMMUNICATIONS — None.

NEW BUSINESS

ITEM NO. 12A
VERBAL REPORT ON PLANNING COMMISSION APPOINTMENT

VERBAL REPORT ON PLANNING COMMISSION APPOINTMENT

CITY MANAGER MIRANDA — City Manager Miranda noted that Teresa Ortiz, the Council's choice for appointment to the Planning Commission, submitted an email where she declined the appointment, and as such, staff is now seeking Council direction.

COUNCILMEMBER BRECEDA — Councilmember Breceda expressed his interest in nominating Dominique Reyes to the Planning Commission, to which Assistant City Attorney Traxler advised that nominations would not be received tonight; rather, staff is seeking direction from the Council and can bring the item back for further consideration at the June 12 meeting.

Councilmember Breceda suggested working off the applications that have already been received rather than reopen a new application period.

COUNCILMEMBER ORTIZ — Councilmember Ortiz concurred and suggested making nominations at the next Council meeting.

MOTION — A motion was made by Councilmember Breceda, seconded by Mayor Pro Tem Burrola, to schedule appointment to the Planning Commission for the Council meeting of June 12 and make nominations from the existing pool of applications. The motion was unanimously approved.

ITEM NO. 12B
FISCAL YEAR 24/25 BUDGET WORKSHOP

FISCAL YEAR 2024-2025 BUDGET WORKSHOP (Joint Item with Housing Authority and Reclamation Authority)

DIRECTOR BORHANI — Director Borhani introduced the report and made a PowerPoint presentation wherein he outlined revenues, transfers-in,

expenditures, and expenditures-out for the general fund, mining impact fund, special revenue funds, and capital project funds. He also noted that no mid-year requests or adjustments are being recommended and outlined next steps.

FRED BARBOSA — Fred Barbosa asked whether funding for residents' prescription drug coverage would be cut, to which City Manager Miranda noted that the City has a pattern of reserving funding amounts that exceed actual expenditures for resident prescriptions. As such, staff is now proposing to reduce funding to $925,000, which is still sufficient to continue with the existing level of expenditures.

MAYOR AMBRIZ — In reply to a question by Mayor Ambriz, City Manager Miranda advised that, should additional funding be needed to cover residents' prescription drug coverage, staff would request it from the Council, though he added that he does not foresee the need to do so.

CITY MANAGER MIRANDA — City Manager Miranda then advised that various members of staff would now present funding requests to the Council for consideration.

ASSISTANT TO THE CITY MANAGER ESPINO — Assistant to the City Manager Espino requested approving $375 for membership dues to the SGV Economic Partnership and $2,000 to attend the League of CA Cities Annual Conference and Expo.

ASSISTANT CITY MANAGER OLIVARES — Assistant City Manager Olivares requested funding to replace seven Council Chambers dais chairs and outer Council Chamber chairs, per the Council's previous request.

CHIEF DEPUTY CITY CLERK NIETO — Chief Deputy City Clerk Nieto requested funding to replace obsolete records-management software.

IT MANAGER WAGNER — IT Manager Wagner requested funding for multi-factor authentication implementation, annual laptop replacement, and an increase in ongoing computer replacement, at about 6 laptops per year.

LIBRARIAN BALLI — Librarian Balli requested funding for homelessness training for staff and for "Kanopy", an on-demand video platform.

FRED BARBOSA — Fred Barbosa suggested providing homelessness training to all City staff.

CHIEF HOFFORD — Chief Hofford requested funding for a new Communications and Records Supervisor position as well as a Police Administrative Clerk position. He also requested funding for recurring subscriptions to services such as InTime, Veritone, Motorola GIS and new subscriptions such as Lefta, Performa, and CopWare. Funding was also requested for a new redundant-fiber optic radio service, Flock Safety, and Nichols Consulting, which assists in recovering costs from the state.

COUNCILMEMBER ORTIZ — Responding to several questions by Councilmember Ortiz, Chief Hofford advised that: 1) current officers would probably not be interested in applying for the Communications and Records Supervisor position, nor would they have the needed skills to perform that type of job, 2) the $7,000 requested for Flock Safety would cover expenses through the end of the current fiscal year, with ongoing yearly costs of $49,000, 3) he elaborated on how he plans on lowering trending department overtime costs, and 4) current staffing levels and the staffing level needed to eliminate overtime costs.

COUNCILMEMBER BRECEDA — Councilmember Breceda noted that additional officers would need to be hired to reduce overtime costs.

DIRECTOR SIMPSON — Director Simpson requested to unfreeze an Assistant Planner position, funding for continued contract services with planners to assist with specific projects, and funding for training for Code Enforcement officers.

MAYOR PRO TEM BURROLA — Mayor Pro Tem Burrola asked about the required qualifications for the Assistant Planner position, which Director Simpson elaborated on.

COUNCILMEMBER ORTIZ — In response to a question by Councilmember Ortiz, Director Simpson advised that the current Planning Technician has been performing the work that typically would be performed by an Assistant Planner. She noted that having an Assistant Planner on board would aid in succession planning.

COUNCILMEMBER GARCIA — Councilmember Garcia asked whether contract planners would better serve the department's needs, to which Director Simpson indicated that contract planners help on more complex matters, but that the Assistant Planner position would help in other planning matters that are unique to the City. Additionally, contract planners have high turnover rates which would negatively impact ongoing projects. Staff is hoping to conduct an internal recruitment for the Assistant Planner position.

COUNCILMEMBER BRECEDA — Councilmember Breceda spoke on his reluctance to fill the position internally, fearing that the staff member would receive training and then move to another agency. He stated that he would be willing to entertain fulfilling the department needs with contract planners, to which Director Simpson reiterated that contract planners have high turnover rates and noted that Irwindale requires a unique expertise that is gained through experience working in the department.

MAYOR AMBRIZ — Mayor Ambriz asked for City Manager Miranda's input on this request, to which he advised that he recommends reclassifying a current employee to the Assistant Planner position and described the staff member's qualifications.

CITY MANAGER MIRANDA — City Manager Miranda noted that funding the Assistant Planner position would also defund the staff member's former position. He added that he would not recommend the reclassification if it weren't necessary.

MAYOR PRO TEM BURROLA — Mayor Pro Tem Burrola asked about the number of staff members in the department, to which Director Simpson noted that it has four staff members plus one part-time intern. Mayor Pro Tem Burrola stated that he understood how the department needs to fill that position.

COUNCILMEMBER BRECEDA — Responding to a question by Councilmember Breceda, City Manager Miranda stated that he is comfortable in recommending approval of all requested personnel requests.

DIRECTOR CHAN — Director Chan asked for funding for the following capital improvement projects: a block wall for 5239 Morada Street, an Arrow Highway center median extension, an HVAC replacement for the Recreation Center, the Safe, Clean Water Program Arrow Highway Beautification project, pavement rehabilitation, and the filling of an Assistant Engineer position.

FRED BARBOSA — Fred Barbosa asked why staff keeps "raiding" the mining fund, to which City Manager Miranda stated that financial assurances have been in place since the early 2000's as part of the Reclamation Authority and noted that those funds have not been touched.

ANONYMOUS — An anonymous Zoom attendee asked about a swimming pool renovation, to which Director Chan briefly summarized the project specifications.

SUZANNE GOMEZ — Suzanne Gomez suggested that a community workshop be held to discuss improvements to the Aquatics Center. She also asked whether a frozen engineering position from last year is the same that is being requested this year.

DIRECTOR CHAN — Director Chan noted that repairs would be conducted and deficiencies corrected based on the results of a feasibility study conducted on the state of the Aquatics Center. He also noted that the previously frozen position that Ms. Gomez referenced was for the Assistant City Engineer, which differs from the Assistant Engineer position.

MAYOR AMBRIZ — In reply to a question by Mayor Ambriz, Director Chan advised that staff could conduct public outreach meetings for the swimming pool project to gain input and suggestions from members of the community. Director Chan added that staff has already arranged for the replacement of the pool water heater, which was completed around March.

DIRECTOR RODRIGUEZ — Director Rodriguez provided additional details on the swimming pool project and noted that it is primarily scheduled to address needed repairs and to bring it up to ADA standards and noted that any community workshops would delay the project and the reopening of the pool.

SUZANNE GOMEZ — Suzanne Gomez asked whether the proposed position would include any mining components.

RECESS — At 7:24 p.m., the Council took a short recess due to technical difficulties with the Zoom meeting.

RECONVENE — The meeting was reconvened at 7:32 p.m. with all members present.

DIRECTOR CHAN — Director Chan stated that the proposed position would be funded equally through the General Fund and the Mining Fund.

COUNCILMEMBER GARCIA — Councilmember Garcia asked about the fully burdened costs of the position, which Director Chan discussed. Director Chan added that the position would be filled through an open recruitment process.

MAYOR PRO TEM BURROLA — In reply to a question by Mayor Pro Tem Burrola, Director Chan advised that he has worked without an assistant for over a year. Mayor Pro Tem Burrola stated that he did not see a problem with hiring an Assistant Engineer.

As requested by Mayor Pro Tem Burrola, Director Chan discussed the required qualifications for the position.

DIRECTOR RODRIGUEZ — Director Rodriguez presented the Aquatics Division's budget requests that have been funded by the Irwindale Community Foundation, such as the luau, an Aquatics Expo, the Red, White, and You BBQ, Shark Shack supplies, lounge chairs, and deck furniture. Budget requests to the City Council include a projector and screen for the Dive-In Movies program, a new pool vacuum, and funding to cover the startup fee for software named CivicRec.

SUZANNE GOMEZ — Suzanne Gomez stated that all Aquatics Division's budget requests should be approved.

DIRECTOR RODRIGUEZ — Director Rodriguez then presented the Recreation Department's budget requests that have been funded by the Irwindale Community Foundation, such as adult trips, family trips, Kindness Krew giveaways and donations, supplies for the RockAbilities program, instructors for classes, supplies for the Christmas Spectacular, cheer uniforms, and the sound system for the Red, White, and You BBQ. Budget requests to the City Council include funding for bands for the Music in the Park concerts, snacks for the KidZone program, decorations for the Red, White, and You BBQ, items for minor special

events, increase in the number of available tickets for family trips, the addition on one concert for the Music in the Park concerts, and membership fees for CPRS for four staff members.

COUNCILMEMBER ORTIZ

Councilmember Ortiz asked about the requested funding for the Music in the Park, to which Director Rodriguez advised that the $10,000 that is being requested is due to increased program costs.

MARICELA FRYMARK

Maricela Frymark asked whether the families of children that participate in the Cheer program could purchase uniforms, and asked about their costs, to which Director Rodriguez noted that the Parks & Recreation Commission asked staff to request funding for the cheer uniforms from the Irwindale Community Foundation. Previously, parents of program participants paid for the uniforms.

DIRECTOR RODRIGUEZ

Director Rodriguez then presented budget requests for Operations and Maintenance, including maintenance to the Irwindale Park pour-in-place floor, operating supplies, grounds maintenance, the purchase of an electric vehicle, supplies and annual costs for the school bus pass system, and bus parking for trips. She also requested approval of new Management Analyst and Maintenance Lead Worker positions.

MAYOR PRO TEM BURROLA

In response to Mayor Pro Tem Burrola's question, Director Rodriguez advised that city is required to have 50% of fleet vehicles be electric by 2027. Mayor Pro Tem Burrola voiced concern over a lack of available charging stations in the city for electric vehicles and asked whether it is necessary to purchase electric vehicles at this time, to which Director Rodriguez advised that the city needs to begin purchasing electric vehicles in 2024, with some exceptions. She stated that staff wishes to purchase an electric Ford F-150 and noted several locations within the City where the truck could be charged. She added that staff is working on obtaining grants to obtain funding for the installation of electric charging stations in public parking lots.

Mayor Pro Tem Burrola then requested that staff purchase a lift truck with stabilizers, to which Supervisor Pedro Rodriguez indicated that the truck would likely have double stabilizers.

Mayor Pro Tem Burrola also asked about the qualifications for the two proposed staffing positions, to which Director Rodriguez stated that she is hoping to reclassify the existing Office Specialist to Management Analyst, and then fill the vacant Office Specialist with an external recruitment. The Maintenance Lead Worker position would also follow a similar procedure.

In response to several more questions from Mayor Pro Tem Burrola, Director Rodriguez explained the hiring processes for the two positions, as well as their job duties and requirements. Mayor Pro Tem Burrola expressed his belief that the Maintenance Lead Worker

is a new position, to which Director Rodriguez clarified that the position already exists, as does its job description.

Responding to a question by Mayor Pro Tem Burrola, City Manager Miranda stated that he would prefer to survey other cities to determine their qualifications for a position like Irwindale's Maintenance Lead Worker position.

DIRECTOR RODRIGUEZ — Director Rodriguez reiterated that the job description for the position already exists and noted that she is asking for a second Maintenance Lead Worker. She advised that the job description could not be changed without a meet and confer process between the City and the position's bargaining unit.

MAYOR PRO TEM BURROLA — Mayor Pro Tem Burrola stated that he would like more information on the position before considering its approval.

SUPERVISOR RODRIGUEZ — Supervisor Rodriguez spoke on the need for the additional Maintenance Lead Worker.

MAYOR PRO TEM BURROLA — Mayor Pro Tem Burrola asked about hiring a contract janitor for the Senior Center and transfer the existing city janitor to the maintenance division, to which Director Rodriguez advised that she needs assistance with the risk management portion of supervising work crews, which a Lead Worker would assume.

DIRECTOR RODRIGUEZ — Director Rodriguez then discussed Senior Center budget requests that were funded by the Community Foundation, such as the Healthy Irwindale program, field trips, class supplies, classes, the Book Club, special events, monthly birthday celebrations, billiards table and piano maintenance. Budget requests for the Council include instructors for the ceramic painting and Hawaiian dance classes, as well as CPRS training for staff.

MOTION — A motion was made by Councilmember Ortiz, seconded by Councilmember Breceda, to direct staff to include the proposed budget changes to the budget adoption ordinance, to be presented to the Council for first reading at its meeting of June 12, 2024. The motion was unanimously approved.

ADJOURNMENT — There being no further business to conduct, the meeting was adjourned at 8:57 p.m.

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

Accounts Payable

Checks by Date - Summary by Check Number

User: imarin
Printed: 6/20/2024 5:22 PM

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101861	ACUNA03	Luana Acuna	06/06/2024	85.61
101862	AMERIFID	American Fidelity Assurance	06/06/2024	9,523.84
101863	AMERIC34	American Fidelity Assurance Co	06/06/2024	5,767.30
101864	AT&T02	AT & T	06/06/2024	33.69
101865	AT&T06	AT & T	06/06/2024	1,648.97
101866	CINGULAR	AT & T Mobility	06/06/2024	1,753.33
101867	Ayala01	Leonor Ayala	06/06/2024	661.00
101868	BURROL08	Larry Burrola	06/06/2024	125.01
101869	CHARTE01	Charter Communications	06/06/2024	578.14
101870	CHARTE04	Charter Communicatons	06/06/2024	104.97
101871	CONCE01	Concentra	06/06/2024	361.00
101872	FLORE01	Karla Flores	06/06/2024	1,120.00
101873	FRONT01	Frontier Communications	06/06/2024	1,746.74
101874	GARCIA03	Manuel Garcia	06/06/2024	1,349.66
101875	GARCIA05	Yolanda Garcia	06/06/2024	300.00
101876	LIEBERT	Liebert Cassidy Whitmore	06/06/2024	2,837.00
101877	MIRAND25	Blanche V. Miranda	06/06/2024	650.00
101878	NAVA11	Jennifer Navarro	06/06/2024	75.00
101879	OPTUM01	OptumRx, Inc.	06/06/2024	33,555.98
101880	OROSCOA	Amanda Orosco	06/06/2024	75.00
101881	PAIK01	Sumako Paik	06/06/2024	300.00
101882	PONCE04	Delicia Ponce	06/06/2024	132.61
101883	RIGHT01	Right of Way, Inc.	06/06/2024	2,542.75
101884	TPX 01	TPX Communications	06/06/2024	2,710.06
101885	verizonw	Verizon Wireless	06/06/2024	831.24
101886	VISION01	Vision Service Plan - (CA)	06/06/2024	2,380.53
101887	WAGONER	Pamela Wagoner	06/06/2024	910.00
101888	CROWD01	Taylor Crowder	06/10/2024	3,675.00
			Report Total (28 checks):	75,834.43

Accounts Payable

Checks by Date - Summary by Check Number

User: imarin
Printed: 6/20/2024 5:23 PM

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101890	REGIST01	Registrar-Recorder/County Clerk	06/13/2024	43.00
101891	SPORT01	Sport King Management Inc.	06/13/2024	3,800.00
			Report Total (2 checks):	3,843.00

Accounts Payable

Checks by Date - Summary by Check Number

User: imarin
Printed: 6/20/2024 5:23 PM

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101893	CALIFO56	California State Disbursement Unit	06/13/2024	604.15
101894	CALIFO57	California State Disbursement Unit	06/13/2024	143.07
101895	FRANC06	Franchise Tax Board	06/13/2024	467.40
101896	LOSANG31	Los Angeles County Sheriff's Dept.	06/13/2024	79.73
101897	ACUNA03	Luana Acuna	06/13/2024	182.95
101898	ALESHIRE	Aleshire & Wynder, LLP	06/13/2024	38,160.71
101899	AMAZON1	Amazon Capital Services, Inc.	06/13/2024	1,481.16
101900	BORB01	Cesar Borbon	06/13/2024	75.00
101901	SANGAB11	California Newspapers Partnership	06/13/2024	3,129.33
101902	CAMPOS03	Manuel Campos	06/13/2024	215.79
101903	CHICOR	Richard Chico	06/13/2024	20.01
101904	DOGWAS01	Dog Waste Depot	06/13/2024	479.58
101905	FRYMARKN	Maricela Frymark	06/13/2024	5.01
101906	HOFFOR01	Christopher Hofford	06/13/2024	95.00
101907	HOMEDE	Home Depot Credit Services	06/13/2024	1,354.82
101908	HOYEN	Noelle Hoye	06/13/2024	1,050.00
101909	MIRAN10	Julian Miranda A.	06/13/2024	56.74
101910	MORE01	Danny Moreno	06/13/2024	350.00
101911	NOTE02	Noteworthy Puppets Inc	06/13/2024	400.00
101912	OFFICE03	ODP Business Solutions, LLC	06/13/2024	635.93
101913	REGIST01	Registrar-Recorder/County Clerk	06/13/2024	75.00
101914	RODA02	Irma Rodarte	06/13/2024	2.00
101915	RODRIG28	Joseph Rodriguez II	06/13/2024	20.01
101916	SCFUELS	SC Fuels	06/13/2024	13,933.92
101917	SMART&	Smart & Final	06/13/2024	1,663.50
101918	VALLEY01	Valley County Water District	06/13/2024	12,480.86
101919	VALLEY09	Valley View Mutual Water Co.	06/13/2024	175.64
101920	WONDER02	Wonders of Wildlife	06/13/2024	375.00
101921	ZEPEDA03	Belen Zepeda	06/13/2024	20.01
101922	ZEPEDA04	Dena Zepeda	06/13/2024	20.00
101923	ZEPEDA07	Priscilla Zepeda	06/13/2024	297.54
101924	ALESHIRE	Aleshire & Wynder, LLP	06/26/2024	38,892.00
101925	ALLCI01	All City Management Services, Inc	06/26/2024	998.10
101926	ALLIAN02	Alliant Insurance Services, Inc.- Irvine Mai	06/26/2024	1,132.00
101927	ATHENS	Athens Services	06/26/2024	6,049.43
101928	BAKER10	Bakers Man Production	06/26/2024	1,900.00
101929	MIJACA	Balcon Holdings, Inc.	06/26/2024	317.00
101930	BEST05	Best Contracting Services, Inc.	06/26/2024	297,395.60
101931	BILLST	Bill's Truck Repair, Inc.	06/26/2024	175.00
101932	BRITEW	BriteWorks, Inc.	06/26/2024	9,177.84
101933	CALI12	California Consulting Inc.	06/26/2024	4,500.00
101934	CDW01	CDW Government	06/26/2024	565.73
101935	CINTAS	Cintas Corporation #693	06/26/2024	305.58
101936	CITYOF11	City of Azusa	06/26/2024	1,575.00
101937	BALDWI02	City of Baldwin Park	06/26/2024	875.00
101938	CLOUD02	CloudCompli, Inc	06/26/2024	3,750.00
101939	CONCE01	Concentra	06/26/2024	228.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101940	COSTA01	Costar Realty Information, Inc.	06/26/2024	420.00
101941	DEPTOF02	County of LA Dept of Animal Care & Cont	06/26/2024	8,071.83
101942	COUNTY04	County of Los Angeles	06/26/2024	9,025.13
101943	LOSANG33	County of Los Angeles	06/26/2024	160,634.59
101944	CRAFT01	Craftwater Engineering, Inc.	06/26/2024	24,650.00
101945	CWA01	CWA AIA, Inc	06/26/2024	57,037.35
101946	D&DG01	D & D Golf Car Services, Inc.	06/26/2024	2,212.07
101947	DICKER01	Dickerson, McCulloch & Associates, LLC	06/26/2024	2,046.36
101948	BATE01	Elior Inc.	06/26/2024	4,436.30
101949	FCG01	FCG Consultants Inc.	06/26/2024	13,207.30
101950	FILLG01	Fill Good Landscaping	06/26/2024	400.00
101951	FRAZ01	Frazier Capitol Valuation, Inc	06/26/2024	500.00
101952	FWEP01	FWEP Aquisitioin Inc	06/26/2024	306.94
101953	GARDEN	Garden View	06/26/2024	287.22
101954	GEN01	General Technologies and Solutions (GTS)	06/26/2024	4,185.00
101955	GRAND10	Grand Slam Safety,LLC	06/26/2024	17,996.22
101956	Harvey	Harvey Consulting Group, Inc.	06/26/2024	4,400.00
101957	IMPE01	Imperial County Office of Education	06/26/2024	3,153.87
101958	INDEPE	Independent Cities Association	06/26/2024	750.00
101959	INTELL01	Intelli-tech, Inc.	06/26/2024	4,704.40
101960	INTERS02	Interstate Batteries	06/26/2024	183.50
101961	INTER01	Interwest Consulting Group	06/26/2024	2,627.50
101962	IRWIND21	Irwindale Hand Wash & Auto Detail	06/26/2024	1,121.60
101963	KAESER	Kaeser & Blair	06/26/2024	1,926.02
101964	LANDSC	Landscape Warehouse III Inc.	06/26/2024	47.28
101965	LEXISN	LexisNexis Risk Solutions	06/26/2024	151.50
101966	LIEBERT	Liebert Cassidy Whitmore	06/26/2024	6,335.00
101967	LSA01	LSA Associates, Inc.	06/26/2024	19,971.25
101968	MAINTE01	Maintex	06/26/2024	2,030.15
101969	MIDAS	Manuel C Muratalla	06/26/2024	2,124.60
101970	MARIPO	Mariposa Landscapes, Inc.	06/26/2024	9,411.72
101971	MOUNT01	MNRO Holdings, LLC	06/26/2024	1,156.68
101972	MORS01	Collette L. Morse	06/26/2024	900.00
101973	OFFICE03	ODP Business Solutions, LLC	06/26/2024	263.93
101974	PHASEII	PARS	06/26/2024	1,750.00
101975	PERF03	Performance Elevator Contractors, Inc.	06/26/2024	380.00
101976	PLACE01	PlaceWorks, Inc.	06/26/2024	3,388.43
101977	RANCHO01	Rancho Duarte Florist	06/26/2024	481.79
101978	SIMG01	Simgel Co. Inc	06/26/2024	348,122.63
101979	STATEO01	State Of California	06/26/2024	128.00
101980	TRIANG01	Triangle Truck Parts	06/26/2024	25.25
101981	WAGN02	Jeanette Wagner	06/26/2024	1,150.00
101982	WALT01	Walters Wholesale Electric Co.	06/26/2024	59.97
101983	WESTCO05	West Coast Arborists, Inc.	06/26/2024	3,071.25
101984	HDSUP01	WHITE CAP, L.P.	06/26/2024	365.15
101985	YTIRES	Y Tire Sales	06/26/2024	2,540.84
			Report Total (93 checks):	1,174,024.76

Item #19.C.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Accepting and approving the FY 2024-2025 operating budget, reallocation of previously donated funds, and carryforward of previous year's budget of the Irwindale Community Foundation

City Manager's Recommendation:

It is recommended that the City Council **adopt Resolution No. 2024-27-3504** entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE IRWINDALE COMMUNITY FOUNDATION FISCAL YEAR 2024-2025: 1) OPERATING ANNUAL BUDGET; 2) REALLOCATION OF PREVIOUSLY DONATED FUNDS; AND 3) CARRYFORWARD PREVIOUS YEAR'S BUDGET."

Administrative Action:

Submitted/Prepared by:
Kambiz Borhani, Finance Director / City Treasurer

Reviewed by:

Theresa Olivares, Assistant City Manager

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

The Irwindale Community Foundation (ICF) anticipates receiving a donation of $250,000 from Huy Fong Foods, Inc. in FY 2024-2025. This is consistent with donations the ICF has received in prior fiscal years. In line with the ICF's mission, the ICF Board allocates donated funds for programs, services and

equipment that benefit the Irwindale community, and the ICF Board typically considers city programs and services in the areas of Aquatics, Library, Recreation, and Senior Center.

On March 19, April 8, and June 11, 2024, staff presented ICF's proposed fiscal year ("FY") 2024-2025 $17,480 operating budget along with the Executive Director's proposal for reallocation of the previously donated $101,595 amount for the purpose of providing community benefits and/or services. The ICF Board approved both the operating budget and the reallocation of funds as follows:

Fiscal Year 2024-2025	
ICF Operating Budget	$17,480

Reallocation of Previously Donated ICF Funds	
Aquatics	$19,500
Library	$4,300
Recreation	$42,860
Senior Center	$34,935
TOTAL	$101,595

A resolution has been prepared to appropriate the funds, in accordance with the approved expenditure plan as determined on June 11, 2024.

Fiscal Impact:

Approving Resolution No. 2024-27-3504 will authorize the City to record the reallocation of $101,595 of ICF previously donated funds, as well as approve the appropriation of these funds into the proper expenditure budgets for Aquatics, Library, Recreation, and Senior Center. The appropriations will allow the department/division(s) to offer the recommended programs, services, activities, and equipment listed in Attachment "A" for the benefit of the Irwindale community.

The City Council also authorizes staff to appropriate and expend ICF's $17,480 operating budget in accordance with FY 2024-2025 proposed budget approved by the ICF Board.

Attachments:

1. Resolution No. 2024-27-3504
2. Exhibit A

RESOLUTION NO. 2024-27-3504

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE IRWINDALE COMMUNITY FOUNDATION FISCAL YEAR 2024-2025: 1) OPERATING ANNUAL BUDGET; 2) REALLOCATION OF PREVIOUSLY DONATED FUNDS; AND 3) CARRYFORWARD PREVIOUS YEAR'S BUDGET

WHEREAS, the Irwindale Community Foundation is a 501(c)(3) non-profit organization in the City of Irwindale, which serves an important public purpose by raising funds to benefit the Irwindale community; and

WHEREAS, the Irwindale Community Foundation anticipates receiving a generous donation in the amount of $250,000 from Huy Fong Foods, Inc in FY 2024-2025; and

WHEREAS, during the board meetings on March 19, April 8, and June 11, 2024, the Irwindale Community Foundation Board approved a reallocation of previously donated funds in the amount of $101,595 to the City of Irwindale; and

WHEREAS, the City Council hereby accepts and approves the reallocation of previously donated funds of $101,595, and shall appropriate the donated funds to the departments/divisions of Aquatics ($19,500), Library ($4,300), Recreation ($42,860), and Senior Center ($34,935); and

WHEREAS, the intended use of the funding for the Aquatics and Recreation department/divisions have been reviewed and approved by the Parks and Recreation Commission.

NOW, THEREFORE, the City Council of the City of Irwindale, California, hereby resolves, determines and orders as follows:

Section 1. The City Council finds the above recitals to be true and correct and incorporates them herein by this reference.

Section 2. The City Council hereby formally accepts and approves the reallocation of previously donated funds of $101,595 from the Irwindale Community Foundation on behalf of the City.

Section 3. The City Council hereby approves and appropriates the reallocation of previously donated funds as approved by the Irwindale Community Foundation, and as itemized on Attachment “A”. City Staff shall coordinate with the Irwindale Community Foundation, and are authorized to take

all actions reasonably necessary to carry out the intent and purpose of this Resolution.

Section 4. The City Council hereby authorizes staff to appropriate and expend Irwindale Community Foundation $17,480 operating budget in accordance with FY 2024-2025 budget approved by the Irwindale Community Foundation Board.

Section 5. That the Chief Deputy City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 26th day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } ss.
CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-27-3504 was duly adopted by the City Council of the City of the City of Irwindale, at a regular meeting held on the 26th day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

EXHIBIT A

ICF Operations			
ITEM	**DESCRIPTION**	**REALLOCATED ICF FUNDS**	**# of Participants**
Administrative Costs	Bank Fees, Audit Services, Legal Services, Tax Filings, CivicClerk	7,580.00	N/A
Supplies	Polo Shirts, Name Badges, Letterhead, envelopes	1,500.00	N/A
Graduate Recognition	Yard Signs, Banners, Gift Cards	5,000.00	20
Mayor's Prayer Breakfast	Breakfast, beverages, centerpieces, miscellaneous expenses	1,900.00	75
Young Citizen Competition	Scholarship Awards to contestants (1st - $1000, 2nd - $300, 3rd - $200)	1,500.00	3
TOTAL ICF OPERATIONS		**17,480.00**	

DEPARTMENT: AQUATICS			
ITEM	**DESCRIPTION**	**REALLOCATED ICF FUNDS**	**# of Participants**
Aquatics Expo	Snow Cone truck, promotional materials, decorations, and supplies	2,000.00	70+
Red, White and You Picnic	Interactive water games, decorations, promotional items and supplies	1,000.00	100+
Luau	One (1) end of summer luaus - Food, entertainment, and decorations	6,500.00	100/event
Shark Shack	Operating supplies (nacho condiments, hot dogs/buns, bowls, beverages, sunblock, etc)	5,000.00	500+
Furniture	Pool deck lounge chairs (6), cocktail tables (8), chairs (16)	5,000.00	100+
TOTAL AQUATICS		**19,500.00**	

DEPARTMENT: LIBRARY			
ITEM	**DESCRIPTION**	**REALLOCATED ICF FUNDS**	**# of Participants**
Hotspot Service	Data service for hotspot devices.	2,000.00	113 circs in 2023
Special Event Inentives	Purchase incentive items for various events offered by the library (i.e. summer reading program, book festival, etc.)	1,000.00	100
Subscription	Tumblebook subscription for grades K-6, enhancing library's e-learning platform.	1,300.00	846 content views
TOTAL LIBRARY		**4,300.00**	

DEPARTMENT: RECREATION			
ITEM	**DESCRIPTION**	**REALLOCATED ICF FUNDS**	**# of Participants**
Adult Trips	Adult Fishing Trip	5,160.00	40
Family Trips	Family Trip - NFL game	4,000.00	40
Kindness Krew	Giveaways, donations and more	1,000.00	100+
Supplies	Supplies for RockAbilities Program	6,100.00	100/event
Contracted Instructors & Officials	Classes for fitness, art, dance, and more	12,000.00	12 students/class
Special Events - Christmas	Snow Zone (snow and hay)	6,000.00	300+
Uniform Expenses & Safety Equip	Cheer Uniforms (Bi-annual request, this is yr 2 and new cheerleaders need uniforms)	3,600.00	17 participants
Special Events/Fourth of July	Band and sound system for Red, White and You event	5,000.00	100/event
TOTAL RECREATION		**42,860.00**	

DEPARTMENT: SENIOR CENTER			
ITEM	DESCRIPTION	REALLOCATED ICF FUNDS	# of Participants
Healthy Irwindale	6-week healthy challenge	1,410.00	15-20/week
Field Trips	Increased entrance fees and new/added field trips.	5,000.00	23
Class Supplies	Supplies for greeting card making; ceramic, canvas, rock, wine bottle painting.	4,300.00	60
Classes	Sewing Class, Gentle Mat Yoga, and Zumba Gold.	9,225.00	65
Book Club	Book Club year-round	1,700.00	10/monthly
Special Events	6-week Summer Senior Day Camp - games, crafts, picnic, and other items	800.00	20/week
Special Events	Annual Valentine's Dance, Hawaiian Luau, Mexican Independence, and New Year's dance.	6,300.00	60/event
Monthly Birthday Celebrations	Increased cost on birthday meals, cakes, kitchen supplies, and eco lab dishwasher supplies.	4,000.00	60
Billiard Pool Tables	Annual maintenance for two billiard pool tables and piano	2,200.00	15/daily
TOTAL SENIOR CENTER		**34,935.00**	

TOTAL FUNDING (including ICF Operating Budget)	**119,075.00**
Less ICF Operating Budget	**(17,480.00)**
TOTAL	**101,595.00**

Item #19.D.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Fee Waiver for Use of the Dan Diaz Recreation Center for the 4-Day Vote Center - November 5, 2024

City Manager's Recommendation:

Adopt Resolution No. 2024-48-3525 entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING A FEE WAIVER FOR THE LOS ANGELES COUNTY REGISTRAR RECORDER, WAIVING CITY FACILITY RENTAL FEES FOR A VOTE CENTER FOR THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION AND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE VOTE CENTER ELECTION PLAN".

Administrative Action:

Submitted by:

Theresa Olivares, Assistant City Manager

Prepared by:

Laura Nieto, Chief Deputy City Clerk

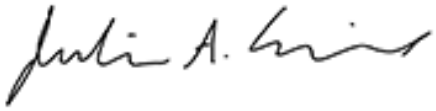
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

The Los Angeles County Registrar/Recorder will be conducting a General Election on Tuesday, November 5, 2024. In prior elections, the outer City Council Chambers had been made available to the County as a voting precinct. The County has implemented a new vote center model, to include multi-day access to voting and new ballot marking devices. Additional protocols related to room size have been established to ensure the continued health and safety of the voters and vote center staff, resulting in the outer City Council Chambers no longer being a viable venue as a vote center.

City staff and representatives from the Los Angeles County Registrar Recorder / County Clerk's office worked collaboratively to identify the Dan Diaz Recreation Center Gymnasium as the CIty's vote center.

In November 2020, the Dan Diaz Recreation Center Gymnasium was utilized as a vote center with the entire gym floor used for voting equipment and vote center staff. The gym was not open to the public at that time due to state and countywide COVID-19 orders. Because programming has resumed at the facility, and in an effort to cause as minimal disruption as possible, only the west side of the gym floor will be used for the vote center equipment.

The following dates have been tentatively identified by the County in the Vote Center Election Plan and will mean that the west side of the gym floor will be for the exclusive use of the County during this time. While it cannot be guaranteed, staff has expressed to the County that the earliest possible pick-up date is preferred. It is expected that there will be approximately 600 vote centers County-wide.

Equipment Delivery & Set Up (exclusive access begins)	Thursday, October 31, 2024; 8:00 a.m. to 8:00 p.m.
Election Worker Pre-Check Day	Friday, November 1, 2024; 12:00 p.m. to 5:00 p.m.
Early Voting Period	Saturday, November 2 through Monday, November 4, 2024; 9:00 a.m. to 8:00 p.m.
Election Day	Tuesday, November 5, 2024; 6:00 a.m. to 10:00 p.m.
Vote Center Breakdown & Equipment Pick Up (Exclusive access ends)	Thursday, November 7, 2024; 8:00 a.m. to 8:00 p.m.

The County's request to waive facility rental fees meets the criteria for consideration of a fee waiver

according to the City of Irwindale's Fee Adjustment Policy by way of serving the public purpose of providing voting accessibility to the community, including the residents of the City of Irwindale, the employees of local businesses who are registered voters in Los Angeles County, and any registered Los Angeles County voter who may wish to utilize the vote center in Irwindale.

The Vote Center Facility Use Agreement was approved by the City Council on December 13, 2023 for both the March Presidential Primary and the November5, 2024 General elections. The City Council will now consider the approval of the Vote Center Election Plan for the November 5, 2024 election.

As a public entity, the County is self-insured and has provided a copy of Certificate of Self Insurance Coverage to staff.

Fiscal Impact:

The approval of this item will result in a fee waiver of approximately $5,850 (78 hours of use x $75/hour for a non-profit organization). This fee would have otherwise been collected as revenue to the General Fund.

Attachments:

1. Proposed Resolution - Fee Waiver - LACRRCC Vote Center
2. Vote Center Election Plan - November 5, 2024
3. Certificate of Insurance

RESOLUTION NO. 2024-48-3525

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING A FEE WAIVER FOR THE LOS ANGELES COUNTY REGISTRAR RECORDER, WAIVING CITY FACILITY RENTAL FEES FOR A VOTE CENTER FOR THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION AND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE VOTE CENTER ELECTION PLAN

WHEREAS, the Los Angeles County Registrar Recorder will be conducting the General Municipal Election on Tuesday, November 5, 2024; and

WHEREAS, the outer City Council Chambers have been previously utilized as the City's only voting precinct; and

WHEREAS, the Los Angeles County Registrar Recorder / County Clerk has implemented a "vote center" model for the elections it conducts, and has established protocols to ensure continued health and safety of the voters; and

WHEREAS, the outer City Council Chambers can no longer be utilized as a voting precinct as it does not meet the specifications required for a vote center; and

WHEREAS, City staff and County representatives identified the Dan Diaz Recreation Gymnasium as the only City facility that meets the required specifications for a vote center; and

WHEREAS, equipment delivery, set up and breakdown are tentatively proposed to commence on Thursday, October 31, 2024 and conclude on Thursday, November 7, 2024, respectively; and

WHEREAS, the City of Irwindale will be hosting a four-day vote center period beginning Saturday, November 2, 2024 through Tuesday, November 5, 2024 at the Dan Diaz Recreation Gymnasium; and

WHEREAS, the use of this facility for the election meets the criteria for a fee waiver according to the approved "City of Irwindale Fee Adjustment Policy" because it serves the public purpose of providing safe voting accessibility to the community including the residents of the City of Irwindale, the employees of local businesses who are registered voters in Los Angeles County, and any registered Los Angeles County voter who may wish to utilize the flex vote center in Irwindale; and

WHEREAS, the City Council desires to approve the Vote Center Election Plan and authorize execution of the same.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The City Council finds the above recitals true and correct. and they are incorporated herein by this reference.

Section 2. The City Council hereby waives the rental fee of $5,850 for the Dan Diaz Recreation Gymnasium for use as a four-day vote center period beginning Saturday, November 2, 2024 through and including Tuesday, November 5, 2024, with equipment delivery and set up, and breakdown to commence on Thursday, October 31, 2024 and conclude on Friday, November 7, 2024, respectively. The City Council hereby finds that waiving the fee of $5,850 for the City facility rental serves the valid public purpose of providing safe voting accessibility to the community including the residents of the City of Irwindale, the employees of local businesses who are registered voters in Los Angeles County, and any registered Los Angeles County voter who may wish to utilize the 4-day vote center in Irwindale.

Section 3. The City Council hereby approves, and the City Manager is hereby authorized to execute Vote Center Election Plan. City staff are hereby authorized to take all reasonable steps necessary to carry out the intent and purposes of this resolution.

Section 4. The Chief Deputy City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this _____ of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } ss.
CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-48-3525 duly adopted by the City Council of the City of the City of Irwindale, at a regular meeting held on the _____ day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

VOTE CENTER ELECTION PLAN
November 5, 2024 Presidential General Election

The following constitutes the mutually agreed upon Vote Center Election Plan for the November 5, 2024 Presidential General Election by **City of Irwindale** ('Host') and the Los Angeles County Registrar-Recorder/County Clerk ('RRCC') for the use of the facility space specified below:

Dan Diaz Recreation Center - 14160
Gymnasium
16053 Calle De Paseo
Irwindale, CA 91706

Contact List - Host

Primary Contact Name	Laura Nieto	**Phone #**	(626) 430-~~2225~~ 2202
Email Address	lnieto@irwindaleca.gov	**Alternate Phone #**	(626) 848-~~4292~~ 4166
On-Site Access Contact Name	Priscilla Zepeda	**Phone #**	(626) 430-2226
Email Address	pzepeda@irwindaleca.gov	**Alternate Phone #**	(626) 848-4066
Custodial Service Contact Name	Elizabeth Rodriguez	**Phone #**	(626) 430-2211
Email Address	erodriguez@irwindaleca.gov	**Alternate Phone #**	(626) 848-~~2223~~ 4437
IT Contact Name	Jeff Wagner	**Phone #**	(626) 430-2258
Email Address	JWagner@irwindaleca.gov	**Alternate Phone #**	(626) 848-2223
After Hours/Emergency Contact Name	Priscilla Zepeda	**Phone #**	(626) 430-2226
Email Address	pzepeda@irwindaleca.gov	**Alternate Phone #**	(626) 848-4066

Contact List -RR/CC

Account Manager	Iris Carnero	**Phone #**	(562) 347-2444
Email Address	icarnero@rrcc.lacounty.gov	**Alternate Phone #**	(562) 716-0078

IT Contact Name	Shannon Gadson	**Phone #**	562-462-2826
Email Address	sgadson@rrcc.lacounty.gov	**Alternate Phone #**	562-277-2118
After Hours/Emergency Contact Name	Jaime Young	**Phone #**	562-347-2447
Email Address	votecenters@rrcc.lacounty.gov	**Alternate Phone #**	562-229-8865

Access Schedule

Host has agreed to grant access to the designated voting space for the following dates and times:

Equipment Delivery & Set-Up (exclusive access begins)	October 31, 2024; 8:00AM to 8:00PM
Election Worker Pre-check Day	November 1, 2024; 12:00PM to 5:00PM
Early Voting Period	November 2-4, 2024; 9:00AM to 8:00PM
Election Day	November 5, 2024; 6:00AM to 10:00PM
Vote Center Breakdown & Equipment Pick-up (exclusive access ends)	November 07, 2024; 8:00AM to 8:00PM

A deployment schedule for vote center equipment delivery/set-up and breakdown/pick-up is tentatively scheduled for the above dates**.** RR/CC will contact Host within two weeks of the equipment delivery & set-up date to confirm access to the designated space. This Agreement may be modified or amended only upon the mutual written consent of both the Host and the RR/CC.

During the public voting period, RR/CC staff shall have access to the designated space during the dates and times listed above.

Voting hours are from 10:00AM to 7:00PM during the Early Voting Period and 7:00AM to 8:00PM on Election Day. Host acknowledges that public voting hours may be extended due to long lines. Pursuant to California Elections Code, any voter in line at the time of closing shall be provided the opportunity to receive and cast a ballot.

The contact persons and the phone numbers must be reachable during the period identified in the Access Schedule.

Health and Safety Plan

The Safe Election Plan (Attachment B) describes how RR/CC will ensure that public health guidelines are adhered to in all vote centers across LA County from the beginning of equipment set-up, during the voting period, and through the breakdown of the vote center. Specific Responsibilities (Attachment A) outlines the expectations for RR/CC and facility staff in maintaining the cleanliness of the vote center and to safeguard the health of voters, election workers, and facility staff/users.

Designated Space, Parking, and Public Access

RR/CC agrees to make best efforts to limit voting traffic to the mutually agreed upon areas. Host agrees to provide an accessible means of entry, sufficient parking including accessible spaces, and a minimum of one space for curbside voting. Consistent with the Host's obligation to provide access compliant with the American with Disabilities Act (ADA), reasonable accommodations will be facilitated.

Voting Space (Check one and write your Initials to acknowledge):

☑ The items in the designated voting space/s will be free from tables, chairs, printers, electronic equipment, exercise equipment, musical instruments, movable cabinets, appliances, and other large items prior to the set-up day.
Host Initials: _____

☑ The items specified below may be left in the designated voting space/s as mutually agreed upon by both RR/CC and Host.

_____

Host Initials: _____ ***RR/CC Initials***: _____

Floor Coverings (Check one and write your Initials to acknowledge):

☐ The designated voting space/s will be free from any floor coverings such as tarps and mats that may potentially cause tripping or injuries prior to the set-up day.
Host Initials: _____

☑ The floor covering below may be used/remain in place in the designated voting space.

_____

Host Initials: _____ ***RR/CC Initials***: _____

Additional Access Considerations

The following details below represent any additional considerations necessary in providing RR/CC access to the designated space (check all that apply):

☑ On-site staff will open and lock the facility on days noted in the Access Schedule.

☐ Facility key or key card, alarm code or access badge will be provided to RR/CC staff for direct access to the voting area. The Host authorizes the use of a lockbox during the period identified in the Access Schedule to secure the key/key card on the premises. The placement of this lockbox shall be mutually agreed upon.
Host Initials: _____ ***RR/CC Initials***: _____

☐ Parking permits will be provided to RR/CC staff.

Internet Connection (Check one and write your Initials to acknowledge):

☐ Host agrees to provide hardwire connection (hardline, LAN) at the start of the period identified in the Access Schedule. An active data port will be available and security passwords (if any) will be provided to RR/CC staff.
Host Initials: _____

☑ Host will not provide hardwire connection at the start of the Access Schedule.
Host Initials: _____

NOT APPLICABLE - Private Facility Use Payment (Check one and write your Initials to acknowledge):

NOT APPLICABLE - Host agrees to waive any payment for use of the facility.
Host Initials: N/A

NOT APPLICABLE - ☐ RR/CC agrees to pay Host for use of the facility in the amount of $_____. This payment covers all associated and incidental costs including, but not limited to, staff and custodial fees, hired security fees, cleaning fees and purchase of items, etc. used during the period identified in the Access Schedule. Private facilities must provide their W-9 to RR/CC before payment is processed. The payee name and mailing address is based on the information from the W-9.
Host Initials: N/A

Public Facility Use Payment (Check one and write your Initials to acknowledge):

☑ Host agrees to waive any and all payments for use of the facility pursuant to the California Elections Code.
Host Initials: _____

☑ By mutual agreement, the RR/CC agrees to pay reasonable costs for staff hours and custodial costs incurred during the Access Schedule. An official invoice containing Agency letterhead must be submitted to RR/CC within 60 days after the election showing the breakdown of costs.
Host Initials: _____

Other Costs

In the event that any unforeseen additional cost or fees are incurred by Host in connection with RR/CC's access to the designated voting space, Host shall notify RR/CC in advance of said fees/costs. Host shall provide RR/CC with detailed invoices of said costs. If practicable, a negotiated amendment shall be executed between Host and RR/CC to reflect such costs.

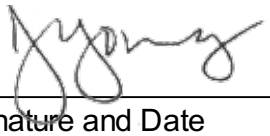
Electronic Signatures

The Host and RR/CC agree to facsimile and electronic scanned versions of original signatures of authorized signatures of each party have the same force and effect as original signatures such that the parties need not follow up facsimile or electronic transmissions of executed documents with original wet-signature versions.

THE ABOVE ELECTION PLAN APPLIES ONLY TO ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this agreement and it is effective as of the date of last signature below.

Los Angeles County
Registrar-Recorder/County Clerk



05/29/2024
Signature and Date

Jaime Young, Assistant Division Manager
Printed Name and Title

City of Irwindale

Signature and Date

Julian A. Miranda, City Manager/City Clerk
Printed Name and Title

ATTACHMENT A

SPECIFIC RESPONSIBILITIES

LA County RR/CC staff is responsible for:

- Disinfecting the surfaces of all voting equipment including, but not limited to, the Ballot Marking Devices, electronic pollbooks, and central ballot box after voter use.
- Placing mitigation items such as signs, cones, mats, door stops, etc. to maintain the most accessible path to and from the voting area.

Facility staff is responsible for:

- Daily/frequent cleaning of the restrooms.
- Daily/frequent trash pick-up.
- Providing a space outside of the vote center for curbside voting.
- Allowing RR/CC staff to place mitigation items such as signs, cones, mats, door stops, etc. to maintain the most accessible path to and from the voting area.
- Provide additional signage, if needed, to direct voters to the vote center.

Additional consideration:

- Wherever feasible, doors and windows should be open during hours where election workers are present to increase airflow.

COUNTY OF LOS ANGELES

CERTIFICATE OF SELF-INSURANCE COVERAGE

06-17-2024

PRODUCER/INSURED

COUNTY OF LOS ANGELES
CHIEF EXECUTIVE OFFICE
RISK MANAGEMENT BRANCH
320 WEST TEMPLE STREET, 7TH FLOOR
LOS ANGELES, CA 90010

This certificate is provided for informational purposes only, and does not affect, or expand any of the County's obligations pursuant to the Agreement. This Certificate also confirms that the County is not an insurance company, and that no insurance obligation or relationship exists, or will be established in any manner whatsoever between the County and any individual, contractor, vendor and public or private entity/organization.

ENTITIES AFFORDING COVERAGE

	COUNTY OF LOS ANGELES	PARTICIPATION 100%

COVERAGES

This Certificate of County Self-Funding Insurance Obligation (Certificate) is the County of Los Angeles (County) authorized Statement that is elected to self-fund its financial obligations. This self-funding of liability is in lieu of commercial insurance coverage, and applies only to the extent permitted by State Law.

The County is permitted to self-fund its liabilities arising from acts or omissions of the County; its appointed and elected officers, employees and volunteers (except actual fraud, corruption, or malice), by virtue of California Government Code Sections 989-991.2, County Code 5.32 and Articles 1 and 2 of the County Charter. The liabilities that the County self-funds include general, automobile, property and workers' compensation.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS
☒ Commercial General Liability	Self Insured	06/18/2024	06/18/2025	Occurrence Amount - $2,000,000 Aggregate Amount - $4,000,000
☒ Automobile Liability	Self Insured	06/18/2024	06/18/2025	Occurrence Amount - $1,000,000 Aggregate Amount - $2,000,000
☒ Property Liability	Self Insured	06/18/2024	06/18/2025	Occurrence Amount - $2,000,000 Aggregate Amount - $4,000,000
☒ Workers' Compensation and Employers Liability	Self Insured	06/18/2024	06/18/2025	Occurence Amount - Statutory Statutory aggregate

DEPARTMENT OF OPERATIONS/LOCATIONS

County Department: **Registrar-Recorder/County Clerk**

Facility Use Agreement: 2024 Presidential Primary and General Election

Certificate Holder

City of Irwindale - Dan Diaz Recreation Center

16053 Calle De Paseo Irwindale, CA - Gymnasium
Irwindale, CA, 91706

CANCELLATION

SHOULD THE COUNTY ELECT TO DISCONTINUE SELF-INSURING ITS LIABILITIES, THE COUNTY WILL NOTIFY THE HOLDERS ON ITS RISK MANAGEMENT WEBSITE

BY:

DESTINY CASTRO, ACTING COUNTY RISK MANAGER

Item #19.E.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: 2nd Reading - Ordinance No. 778

City Manager's Recommendation:

That the City Council **adopt on second reading by title only with further reading waived Ordinance No. 778**, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING AND ADDING SECTION 17.04.090 ("PUBLIC PROJECT EXEMPTION") TO CHAPTER 17.04 ("GENERAL PROVISIONS AND REGULATIONS") OF TITLE 17 ("ZONING") OF THE IRWINDALE MUNICIPAL CODE TO EXEMPT PUBLIC PROJECTS FROM THE ZONING CODE," and find the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)

Administrative Action:

Submitted by:

Marilyn Simpson, Community Development Director

Prepared by:

Jamie Traxler, Assistant City Attorney

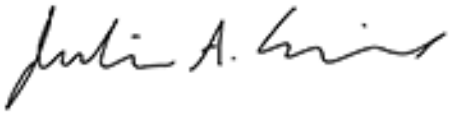
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

At its meeting of June 12, 2024, the City Council introduced the above ordinance for first reading. The City of Irwindale does not currently exempt its City-initiated development and public projects from the Irwindale Zoning Code, set forth in Title 17 of the Irwindale Municipal Code. This means that when the City initiates a project, the City must obtain approvals from the Planning Commission and City Council, just as any other project applicant. This would include Site Plan and Design Review approval.

Because the City has the authority institute its own land use regulations and has the power make and enforce regulations designed to promote the public convenience or the general prosperity, as well as regulations designed to promote the public health, the public morals, or the public safety, the City may exempt itself from the land use regulations and permitting requirements set forth in the Zoning Code. This would improve the efficiency of public projects by eliminating the need to seek project development approvals, use permits, or zone changes following City Council direction to initiate a public project.

Exempting the City from its Zoning Code would authorize City staff to process any City-initiated projects administratively and would negate the need for the City to request entitlements from the Planning Commission and City Council in order to build City projects.

The proposed exemption would be added to the Irwindale Municipal Code as section 7.04.090 and would exempt any City initiated project for public purposes by the City of Irwindale. This is consistent with the City of Irwindale's General Plan because the General Plan contemplates that public land would be used for various governmental activities, including government offices, schools, hospitals, and libraries, and this includes projects initiated for the benefit of general public welfare. The proposed Ordinance is in the best interest of the public health, safety, and welfare of the community. The Public Project Exemption will improve the efficiency of implementation of public projects directed by the City Council by eliminating the need to comply with specific development standards.

ENVIRONMENTAL REVIEW

Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a general rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zoning Code Amendment, by itself, will have a significant effect on the environment.

Fiscal Impact:

There is no cost with the City Council approval of the Zoning Ordinance Amendment.

Attachments:

1. Ordinance No. 778 Public Project Exemption to Zoning Code (final)

ORDINANCE NO. 778

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING AND ADDING SECTION 17.04.090 ("PUBLIC PROJECT EXEMPTION") TO CHAPTER 17.04 ("GENERAL PROVISIONS AND REGULATIONS") OF TITLE 17 ("ZONING") OF THE IRWINDALE MUNICIPAL CODE TO EXEMPT PUBLIC PROJECTS FROM THE ZONING CODE

WHEREAS, a city has the power make and enforce regulations designed to promote the public convenience or the general prosperity, as well as regulations designed to promote the public health, the public morals, or the public safety**;** and

WHEREAS, in executing that power, a city council may make and enforce within its limits all local, police, sanitary and other ordinances and regulations not in conflict with general laws; and

WHEREAS, Title 17 of the Irwindale Municipal Code ("Zoning"), otherwise known as the Zoning Code, regulates land use and development within the City of Irwindale ("City") to protect the public health, safety, and welfare of its residents; and

WHEREAS, the City Council desires to improve the efficiency of public projects by eliminating the need to seek project approvals following City Council direction to initiate a project; and

WHEREAS, the City Council finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to the State CEQA Guidelines Sections 15061(b)(3) on the grounds that it can be seen with certainty that the activity in question will have no significant effect on the environment; and

WHEREAS, on May 15, 2024, the Planning Commission conducted a duly noticed public hearing, as required by law, regarding the proposed Ordinance to receive testimony and other evidence regarding the proposed Ordinance, including without limitation, information to the Planning Commission by City staff; and

WHEREAS, on May 15, 2024 the Planning Commission adopted Resolution No. 826(24), recommending that the City Council approve proposed Ordinance No. 778, adding the Public Project Exemption to Chapter 17.04 of Title 17 of the Irwindale Municipal Code (Exhibit A); and

WHEREAS, the City Council now desires to approve the Public Project Exemption in order to further protect the public health, safety, and welfare of its residents; and

WHEREAS, the proposed Ordinance is consistent with and will implement the City's vision, goals, and policies of the Irwindale 2020 General Plan; and

WHEREAS, on June 12, 2024, the City Council held a duly noticed public hearing, as required by law, on the proposed Ordinance to receive testimony and other evidence regarding the Public Project Exemption, including without limitation, information provided to the City Council by City staff; and

WHEREAS, the Public Project Exemption is authorized pursuant to Section 400 of the City Charter and Section 7, Article XI of the California Constitution as a police powers measure to improve the public welfare of the City; and

WHEREAS, consistent with the City Charter, the Public Project Exemption may be established by ordinance; and

WHEREAS, all legal prerequisites for the adoption of this Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. That the recitals in this Ordinance are true and correct and are incorporated herein by reference.

SECTION 2. Based upon substantial evidence and testimony taken from the record as a whole, and received at the public hearing, both oral and written, including the recommendation of the Planning Commission, the staff report, and all attachments thereto, all of which shall constitute the entire record of the matter, the City Council hereby finds that the proposed Public Project Exemption is consistent with and will implement the City's vision, goals, and policies of the Irwindale 2020 General Plan. The City Council further finds that the Public Project Exemption is consistent with state law, and the proposed Ordinance is in the interest of the public.

In particular, the proposed Ordinance is in the best interest of the public health, safety, and welfare of the community. The Public Project Exemption will improve the efficiency of implementation of public projects directed by the City Council by eliminating the need to comply with specific development standards.

SECTION 3. The City Council hereby adopts and adds section 17.04.090 ("Public Project Exemption") to Chapter 17.04 ("General Provisions and Regulations") of Title 17 ("Zoning") of the Irwindale Municipal Code to read in its entirety as follows:

"17.04.090 -- Public Project Exemption

Notwithstanding any other lawful exemptions to zoning regulations, the provisions of this title shall not apply to any City initiated buildings, improvements, lots or premises owned, leased, operated or controlled by the City for public purposes, or any City project for public purposes by the City of Irwindale."

SECTION 4. The City Council hereby finds and determines based on the independent judgment of the City Council, after consideration of the whole of the administrative record, that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to the State CEQA Guidelines Sections 15061(b)(3) on the grounds that it can be seen with certainty that the activity in question will have no significant effect on the environment.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance, and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional due to the writs of mandate issued by the Court.

SECTION 6. The Mayor shall sign this Ordinance and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in this regard, and this Ordinance shall take effect 30 days after its final passage. City staff are directed and authorized to inform and educate the public regarding the adoption of this Ordinance prior to it taking effect.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Irwindale this 12th day of June, 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale do hereby certify that the foregoing Ordinance No. 778 was introduced for first reading at a regular meeting of the City Council of the City of Irwindale held on June 12, 2024, and duly adopted at a

regular meeting of the City Council of the City of Irwindale held on June 26, 2024, and was carried by the following-roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

AFFIDAVIT OF POSTING

I, Laura M. Nieto, MMC, Chief Deputy City Clerk, certify that I caused a copy of Ordinance No. 778 adopted by the City Council of the City of Irwindale at its regular meeting held June 26, 2024, to be posted at the City Hall, Library, and Post Office on June 27, 2024.

_____ Dated:_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

EXHIBIT A

17.04.090 – Public Project Exemption.

"Notwithstanding any other lawful exemptions to zoning regulations, the provisions of this title shall not apply to any City initiated buildings, improvements, lots or premises owned, leased, operated or controlled by the City for public purposes, or any City project for public purposes by the City of Irwindale."

Item #19.F.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Approval of Contract Agreement between Los Angeles County Department of Animal Care and Control and City of Irwindale for Animal Care & Control Services

City Manager's Recommendation:

City Council approve and authorize the City Manager to enter into a five-year agreement with Los Angeles County for Animal Care and Control Services.

Administrative Action:

Submitted / Prepared by:

Elizabeth Rodriguez, Public Services Director

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

The current five-year contract between the City of Irwindale and Los Angeles County Department of Animal Care and Control (DACC) is set to expire on June 30, 2024. The Los Angeles County Board of Supervisors approved the Renewal Agreement for Animal Care and Control Services for contract cities on February 6, 2024. This new five-year contract commences July 1, 2024, and expires on June 30, 2029.

In March 2024, Staff began conducting research and contacting other humane societies in the San Gabriel Valley area to see if they are able to provide animal care and control services for new cities. The three humane societies contacted are not accepting cities and took a long time to answer City Staff's questions due to their workload and uncertainty of whether or not they will open the program to new cities. The following table outlines the humane societies contacted and their availability to take on new cities.

Humane Societies	**Location**	**Services**	**Cities Serviced**	**Accepting other Cities?**
San Gabriel Valley Humane Society	851 E Grand Ave. San Gabriel, CA 91776	• Low Cost Vaccination • Low Cost Spay/Neuer • Trap-Neuter-Return • Microchipping • Pet Surrender • Adoption • Licensing	San Gabriel Temple City	**NO.** Will notify if and when they will be accepting other cities.
Pasadena Humane Society	361 S. Raymond Ave Pasadena, CA 91105	• Lost & Found • Adoption • Animal Care & Control • Owner Assistance • Licensing • Health & Wellness	Altadena Arcadia Bradbury Glendale LA Canada Flintridge La Crescenta-Montrose Monrovia Pasadena San Marino South Pasadena	**No. At Full Capacity.** Will let us know if they will be taking new contracts in the future.

Inland Valley Humane Society	500 Humane Way Pomona, CA 91766	• Adoption • Animal Control • Licensing • Lost & Found • Low Cost Vet Services	Chino Chino Hills Claremont Covina Diamond Bar Glendora La Verne Montclair Ontario Pomona San Dimas La Habra Unincorporated San Bernardino County	**Maybe.** They would need to complete an analysis to see what level of service the City would require to determine if they are able to accept a new city.

It is staff's recommendation to continue service with Los Angeles County DACC due to their resources, the proximity of the LA County Baldwin Park Shelter, and the cost to serve Irwindale remains competitive due to our level of service requested and our residential population.

Should the City want to terminate the contract for any reason, there is a termination clause in the agreement (Section 7.1) that states either party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other Party at least sixty (60) days before the termination date.

Staff and the City Attorney have reviewed and approved the contract agreement, service levels, and billing rates for Animal Control and Care Services.

Fiscal Impact:

Sufficient funds are budgeted under Public Works Contracts Account No. 01-57-570-42353-0000 in the amount of $60,000 for Fiscal Year 2024/2025.

Attachments:

1. 06-26-2024 Award Contract for Animal Care Control - LETTER
2. 06-26-2024 Award Contract for Animal Care Control - AGREEMENT
3. 06-26-2024 Award Contract for Animal Care Control - ATTACHMENT A - DESCRIPTION OF SERVICES

LOS ANGELES COUNTY
ANIMAL CARE & CONTROL | redefining CARE

Marcia Mayeda, Director

February 12, 2024

Mr. Julian Miranda
City Manager
5050 North Irwindale Avenue
Irwindale, CA 91706

Dear Mr. Miranda:

NEW MUNICIPAL SERVICES AGREEMENT FOR ANIMAL CARE AND CONTROL SERVICES FISCAL YEARS 2024-29

We hope this message finds you well. We would like to inform you that the current five-year City-County Municipal Services Agreement (the "Agreement") for animal care and control services is set to expire on June 30, 2024. We are pleased to inform you the new Agreement for Fiscal Year 2024-2029 has now been finalized and is available for your review and signature.

New City-County Municipal Services Agreements

As part of our commitment to maintaining effective collaboration, the County of Los Angeles (County) Department of Animal Care and Control (Department) took proactive steps to ensure that the new Agreement reflects the needs and input of our partner cities. On October 16, 2023, we sent a draft of the new Agreement to your city for review and input, and on June 26, 2023, we conducted a survey to gather valuable feedback from our partnered cities to inform the development of this Agreement. We are immensely grateful for the feedback received; it played a pivotal role in shaping the Agreement.

Revisions to the Agreement are summarized below:

City-County Municipal Services Agreement		
Revision Type	**Section**	**Explanation**
Added	**Section 2.3** The City may distribute educational and outreach materials, reviewed and agreed upon by both the Department and the City, related to pet licensing and its benefits.	Per City requests, grants cities the autonomy to distribute materials pertaining to animal care and control services, if approved by the Department.
Added	**Section 3.2** In the event of a dispute between the Parties about the desired or approved content of the SLR, the dispute will be handled in accordance with Paragraph 2.2 of this Agreement.	Further clarifies the process for disputes relating to services defined in the Service Level Request (SLR).
Added	**Section 3.4** The City is only required to submit a new SLR if it wishes to revise its current services or update information listed on its existing SLR. Regarding updates to contact information, the City is not obligated to submit a new SLR. A simple email confirmation from the City will suffice, and the Department's Contracts and Grants Division will update the City's existing SLR and share the revised copy with the City.	Removes the need for cities to resubmit a new SLR each time there is a contact update. This is to help streamline the process for contract cities and remove the burden of unnecessary steps.
Added	**Section 3.5** The City will make its best effort to inform the Department of any modifications to its ordinance concerning animal care and control services. This approach will enable the Department to verify that the services outlined in the City's SLR align with the municipal ordinance, thereby reducing the potential for any discrepancies.	Helps ensure consistency between city ordinances and what is listed on the SLR document.
Revised	**Sections 4.5 and 4.6** Changed the order of Sections 4.5 and 4.6.	Changed to improve the flow of the content

Revised	**Section 7.5** In the event of termination, both Parties shall fulfill all obligations owed to each other that have accrued before the date of termination. Additionally, each Party will be released from any obligations that would have accrued after the termination date had the Agreement continued. However, the City will remain responsible for payment to the Department for any services provided under this Agreement prior to the termination date.	Further clarifies the language on the termination of the Agreement and the responsibilities of each party.
Revised	**Section 10.1** Each Party shall designate a Primary Contact, as identified in Attachment B, Service Level Request, to facilitate the services covered by this Agreement. The Department accepts both physical (wet) signatures and electronic signatures for any notices or correspondence related to this Agreement.	Helps clarify the notification process and makes electronic signatures allowable for any notices or correspondence related to the Agreement.
Revised	**Section 11.1** With the exception of changes to a City's contact information, any changes, modifications, or amendments to the Agreement must be in writing and duly executed by the Director of the Department, or his/her designee, and an authorized representative of the City. The only exception to this requirement applies to updates to the City's contact information, which may be made through an email from the City.	Allows cities to update the contact information on their SLR via an email confirmation, thereby removing the requirement to resubmit a new SLR each time a contact needs to be updated.

This table lists the Department's revisions to Attachment A - Description of Services:

Attachment A – Description of Services		
Revision Type	**Section**	**Explanation**
Updated	Throughout the document.	Updated general language throughout to align with current Department practices and vernacular. Examples include changing "impounded" to "admitted" and "shelter" to "animal care center."
Added	**Section III. Alternatives to Care Center Admissions and section on Managed Intake** (please refer to Attachment A for the full language)	Provides language on the Department's philosophy of Managed Intake, implemented in 2020, and the services provided by the Department to prevent owner surrenders and to keep pets with their families.
Revised	**Section IV. Individual Animal Licensing Services** Pet owners may opt into a one- or three-year license option for their pets. Fees from one- and three-year licenses collected will be credited to the City monthly in arrears.	Updated language to include the three-year license option which was previously not available.
Added	**Section IV. Individual Animal Licensing Services** The Department's animal licensing services include: • Maintaining the Rabies Vaccination Certificate tool database that scans rabies vaccination data reported by private veterinary clinics to identify unlicensed pets in our jurisdictions and generate compliance notices to pet owners.	Added the Department's new responsibility of maintaining records via the Rabies Vaccination Certificate tool.

Revised	**VI. Records** Updated Government Code in relation to the Public Records Act	Updated for accuracy.
Added	**VI. Records** 12. Public Hours performed at a specific Animal Care Center	Added Public Hours report as a request option for cities

Please provide the signed agreement back by **May 31, 2024**. Your prompt attention will help ensure a seamless transition when the current Agreement expires on June 30, 2024, and the new Agreement takes effect on July 1, 2024, through June 30, 2029. We will make our best effort, based on our available capacity, to attend any necessary council meetings needed to execute the Agreement.

Should you have any questions, require further clarification, or wish to discuss any aspect of the Agreement, please do not hesitate to reach out to Mr. Bradley Kim of our Contracts and Grants Division at BKim@animalcare.lacounty.gov or (562) 379-9722.

We value your partnership and look forward to continuing our collaborative efforts in providing outstanding animal care and control services to your city. Thank you for your continued support and cooperation.

Sincerely,

Marcia Mayeda

MARCIA MAYEDA
Director

MM:DU:WD:BK:rke
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Enclosures

c: Animal Care Board Deputies
Chief Executive Office (David Korsak)

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

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COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL AND CITY OF IRWINDALE

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CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF IRWINDALE

THIS MUNICIPAL ANIMAL CARE AND CONTROL AGREEMENT ("Agreement") between the COUNTY OF LOS ANGELES ("the County") and the CITY OF IRWINDALE ("the City"), together known as "the Parties," is made and entered into July 1, 2024, or when signed by all Parties, whichever is later.

RECITALS

a. The City desires to contract with the County to perform the animal care and control functions described in this Agreement; and

b. The County is agreeable to providing such services on the terms and conditions set forth in this Agreement; and

c. Such agreements are authorized and provided for by the provisions of Section 56-1/2 and 56-3/4 of the Charter of the County of Los Angeles and sections 51300 et seq. of the Government Code of the State of California.

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement, and for good and valuable consideration, the Parties mutually agree as follows:

1.0 AGREEMENT TO PROVIDE SERVICES UNDER STATE AND LOCAL STATUTES

1.1 The County agrees, through the County Department of Animal Care and Control ("the Department"), to provide general animal care and control services within the corporate limits of the City to the extent and in the manner stated in the Agreement and its Attachments.

1.2 Except as otherwise specifically stated in the Agreement, the services will only encompass duties and functions of the type coming within the jurisdiction of and customarily provided by the County under the Charter of the County, the Los Angeles County Code, and the statutes of the State of California. The County will provide services in accordance with the provisions of Title 10, "Animals," of the Los Angeles County Code, and all amendments enacted to Title 10, except as otherwise agreed by the Parties in the most recently executed Service Level Request.

2.0 ADMINISTRATION OF PERSONNEL

2.1 The County will control all aspects of the services provided by the County including, but not limited to, standards of performance, discipline of officers and staff, and all employment-related matters.

2.2 In the event of a dispute between the Parties regarding the duties and services to be provided, or the minimum level or manner of performance of such services, the City will be consulted and an agreement between the Parties attempted. Each party must employ good-faith and reasonable efforts to reach an agreement. If an agreement cannot be reached, the County will make the final and conclusive determination of the dispute.

2.3 All City employees who work with the Department under the Agreement will remain employees of the City and will not have any claim or right to employment, civil service protection, salary, benefits, or claims of any kind from the County. No City employee will become an employee of the County unless by specific additional agreement in the form of a merger contract, which must be concurrently adopted by the City and County. Except as otherwise specifically set forth in the Agreement or in the attached Service Level Request, to the extent the County provides the City with animal licensing services, neither the City employees nor their agents will perform any function related to the licensing of animals, including the collection of license fees, penalties, or field enforcement fees. Field enforcement fees will only be collected by the Department for services performed by employees of the Department. The City may distribute educational and outreach materials, reviewed and agreed upon by both the Department and the City, related to pet licensing and its benefits.

2.4 For the purposes of performing services under the Agreement, and only for the purpose of giving authority for Department staff to provide these services, every County officer and/or employee engaged in performing any service will be deemed to be a contracted officer or employee of the City while performing service for the City, provided the service is within the scope of the Agreement and is a municipal function.

2.5 The City will not assume any liability for the direct payment of salaries, wages, or other compensation to County personnel performing services under the Agreement. Except as described under Section 5.0, the City will not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of his/her employment while providing services under the Agreement.

2.6 The County agrees that it is subject to the County Civil Services Rules prohibiting discrimination based on non-merit factors.

3.0 DEPLOYMENT OF PERSONNEL

3.1 The Department, in cooperation with the City, will determine how to provide the services required by the Agreement.

3.2 The City agrees to complete an Attachment B, Service Level Request (SLR) form, specifying the level of service to be provided, which will be signed and authorized by the City and the Department representative and attached to the Agreement. In the event of a dispute between the Parties about the desired or approved content of the SLR will be handled in accordance with Paragraph 2.2 of this Agreement.

3.3 The Department will issue annual notifications of any change to the billing rate as stated in Paragraph 8.2 of this Agreement. Unless the City changes other provisions within the most recently executed SLR, it is not necessary to execute a revised SLR to reflect a billing rate change.

3.4 The City may at any time request a change in the level of service by completing a revised SLR, and submitting the form to the Department. The revised level of service to be provided and the current fiscal year billing rate will be signed and authorized by the City and the Department representative and attached to the Agreement as an amendment. Changes requested at times other than the beginning of the fiscal year will be implemented as soon as practical, as determined by the Department. The City is only required to submit a new SLR if it wishes to revise its current services or update information listed on its existing SLR. The Department reserves the right to approve or disapprove requests on the SLR in accordance with Section 3.1 of this Agreement.

Regarding updates to contact information, the City is not obligated to submit a new SLR. A simple email confirmation from the City will suffice, and the Department's Contracts and Grants Division will update the City's existing SLR and share the revised copy with the City.

3.5 The City will make its best effort to inform the Department of any modifications to its ordinance concerning animal care and control services. This approach will enable the Department to verify that the services outlined in the City's SLR align with the municipal ordinance, thereby reducing the potential for any discrepancies.

3.6 The City is not limited to the services indicated but may also request any other services in the field of public safety, animal welfare, or related fields within the legal power of the Director of the Department to provide. The County reserves the right to determine, in its sole discretion, whether the Department can provide requested services not otherwise specified in this Agreement.

4.0 PERFORMANCE OF CONTRACT

4.1 In performing services under the Agreement, the County will provide all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed upon level of service.

4.2 Nothing in the Agreement prohibits the City from providing, at the City's expense, additional resources for the County to utilize in its performance of the services.

4.3 Any use of special supplies, stationery, notices, or forms, in other than standard Department format, must be approved by the Director of the Department, or his/her designee, and supplied by the City at its own cost.

4.4 If requested, the Department will use its best efforts to attend one in-person meeting with the City, up to three hours duration, per quarter at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of the Department's contract management staff's time at meetings requested by the City. Due to a lack of availability of meeting space in County facilities, the City will provide a mutually agreed upon meeting space and location, or virtual meeting link, for all in-person and/or virtual meetings or meet at the Department's headquarters in Long Beach, California.

4.5 If requested, the Department will use its best efforts to coordinate a virtual meeting once per month at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of County representatives' time at meetings requested by the City.

4.6 If requested, the Department will use its best efforts to send representatives to the City's Council meetings for proposed ordinance changes, contract revisions, or any related animal issues where input from the Department is needed. The Department will only attend these meetings to the extent that resources and capacity will allow.

4.7 The Department will make available upon request, at no charge to the City, the reports listed in Attachment A, Description of Services, at the intervals indicated in that attachment. For any additional reports that are not included in Attachment A, Description of Services, or those requested at more frequent intervals, the Department will account for the hours of staff time required to produce the reports. The County will provide, at no charge to the City, up to 12 hours of staff time annually for any additional requested reports. The City will be responsible for any excess hours at the current

billing rate for staff time as listed in Attachment C, City-County Municipal Services Billing Rates.

5.0 INDEMNIFICATION

5.1 The Parties have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991, and/or a revised Joint Indemnity Agreement approved by the Board of Supervisors on August 9, 1993. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into the Agreement as if set out in full in the Agreement.

5.2 In the event the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date will supersede the Joint Indemnity Agreement previously in effect between the Parties.

6.0 TERM OF CONTRACT

6.1 Unless sooner terminated as provided for in the Agreement, the Agreement will be effective July 1, 2024, or when signed by the Parties, whichever is later, and will remain in effect until June 30, 2029, unless sooner terminated or extended.

6.2 At the option of the Board of Supervisors and with the consent of the City Council, the Agreement may be renewable for successive periods not to exceed five (5) years each.

7.0 RIGHT OF TERMINATION

7.1 Either Party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other Party of at least sixty (60) days before the termination date.

7.2 Despite any provision to the contrary in the Agreement, the City may terminate the Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed under the Agreement. In such an event the Agreement will terminate sixty (60) calendar days from the date of the City's notice to the County.

7.3 The Agreement may be terminated at any time, with or without cause, by either Party upon written notice given to the other Party at least one-hundred eighty (180) days before the date specified for that termination.

7.4 In the event of an unresolved dispute, either Party may terminate the Agreement by giving not less than sixty (60) days' notice in writing to the

other Party. A dispute is unresolved when both Parties agree that there is no resolution and no intent by either party to continue to seek a resolution.

7.5 In the event of termination, both Parties shall fulfill all obligations owed to each other that have accrued before the date of termination. Additionally, each Party will be released from any obligations that would have accrued after the termination date had the Agreement continued. However, the City will remain responsible for payment to the Department for any services provided under this Agreement prior to the termination date.

8.0 CONTRACT SUM

8.1 The City will pay for the services provided under the terms of the Agreement at the current fiscal year rate established by the County Auditor-Controller and set forth in the current Attachment C, City-County Municipal Services Billing Rates.

8.2 The rates indicated in the City-County Municipal Services Billing Rates form will be readjusted by the County annually, effective the first day of July each year, to reflect the cost of services in accordance with the policies and procedures for the determination of rates established by the County.

8.3 The City will be billed based on the current service level described in the latest Attachment C, City-County Municipal Services Billing Rates form.

8.4 The cost of any additional services requested and provided under the Agreement and not set forth in Attachment C, City-County Municipal Services Billing Rates form will be determined by the Department in accordance with the policies and procedures established by the County.

9.0 PAYMENT PROCEDURES

9.1 The County, through the Department, will submit a summary invoice covering all services performed during the month to the City within twenty-five (25) calendar days after the close of each calendar month. The City will pay the County for all undisputed amounts within thirty (30) calendar days after the date of the invoice.

9.2 If payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, the County is entitled to recover interest on the unpaid amount.

9.3 For all disputed amounts, the City will provide the County with written notice of the dispute including the invoice date, amount, and reason(s) for the dispute within twenty-one (21) calendar days after receipt of the invoice. The Parties will confirm the resolution of the dispute in writing. For any disputed amounts, interest will accrue if payment is not received within sixty (60) calendar days after the date of the written resolution.

9.4 Interest will be calculated at the rate of seven percent (7%) annually or any portion thereof, from the last day of the month for which the services were performed, or in the case of disputed amounts, from the date of the written resolution.

9.5 Despite the provisions of Government Code Section 907, if payment is not delivered to the County office described on the invoice within sixty (60) calendar days after the date of the invoice, or in the case of disputed amounts, from the date of the written resolution, the County may satisfy such indebtedness, including interest on unpaid amounts, from any funds of the City on deposit with the County, without giving further notice to the City of County's intention to do so.

10.0 NOTICES

10.1 Each Party shall designate a Primary Contact, as identified in Attachment B, Service Level Request, to facilitate the services covered by this Agreement. Routine communications necessary for the day-to-day facilitation of services may be conveyed through telephone, email, or in-person interactions. However, all notices or demands required, permitted, or desired to be given by one Party to the other must be in writing. Such notices or demands shall be mailed or emailed to the other Party's designated Primary Contact at the address provided in Attachment B, Service Level Request. Both Parties may update the designated addresses and contact persons by providing written notice to the other Party.

The Department accepts both physical (wet) signatures and electronic signatures for any notices or correspondence related to this Agreement.

10.2 Notices to the County of Los Angeles must be addressed as follows:

For physical notices:
County of Los Angeles Department of Animal Care and Control
Contracts and Grants Division
Attn: Bradley Kim
5898 Cherry Avenue
Long Beach, CA 90805
Phone: (562) 379-9722

For electronic notices:
BKim@animalcare.lacounty.gov

10.3 Notices to the City must be addressed to the contact person listed on the most recent SLR on file and/or the current City Official or City Manager.

11.0 AMENDMENTS

11.1 With the exception of changes to a City's contact information, any changes, modifications, or amendments to the Agreement must be in writing and duly executed by the Director of the Department, or his/her designee, and an authorized representative of the City. The only exception to this requirement applies to updates to the City's contact information, which may be made through a simple email confirmation from the City.

12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing the Agreement for the City is an authorized agent who has actual authority to bind the City to each term, condition, and obligation of the Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing the Agreement for the County is an authorized agent who has actual authority to bind the County to each term, condition, and obligation of the Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

13.0 ENTIRE AGREEMENT

13.1 The Agreement, including Attachment A, Description of Services, the most recent Attachment B, Service Level Request, and the latest Attachment C, City-County Municipal Services Billing Rates, along with the applicable Assumption of Liability or Joint Indemnity Agreement referenced under Section 5.0, constitute the complete and exclusive statements of the Parties, which supersede all previous agreements, written or oral, and all communications between the Parties relating to the subject matter of the Agreement. Except as provided in Paragraphs 3.4 and 11.1, all changes or amendments to the Agreement must be in writing and mutually executed by authorized personnel on behalf of the Parties. The Director of the Department, or his/her designee, is authorized by the County to execute amendments.

14.0 CONSTRUCTION OF AGREEMENT

14.1 Each Party has participated in the drafting and preparation of the Agreement, and each Party agrees that the Agreement will not be construed against any Party on the grounds that the Party drafted the Agreement.

15.0 IMPLEMENTATION OF AGREEMENT

15.1 Each Party agrees to execute the documentation required and to take such other actions as may be reasonably necessary to accomplish the purposes of the Agreement.

16.0 COUNTERPARTS

16.1 The Agreement may be executed in counterparts (including via facsimile or electronic copy), which will become effective only when every Party has signed and delivered a counterpart. The originals of any counterpart signature pages will be delivered to the County and retained as part of the original Agreement.

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT
COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF IRWINDALE

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors has caused the Agreement to be executed by the Director of the Department of Animal Care and Control and the City has caused the Agreement to be executed on its behalf by its authorized representative.

COUNTY OF LOS ANGELES

By_____
MARCIA MAYEDA
Director
Department of Animal Care and Control

Date_____

CITY OF IRWINDALE

By_____
City of Irwindale, City Manager

Date_____

ATTEST:

By_____ _____
City Clerk Date

By_____ _____
City Attorney Date

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By_____
David Beaudet
Senior Deputy, County Counsel

Date_____

ATTACHMENT A

COUNTY OF LOS ANGELES

DEPARTMENT OF ANIMAL CARE AND CONTROL
DESCRIPTION OF SERVICES

I. Animal Care Services

The County of Los Angeles Department of Animal Care and Control (Department) maintains seven animal care centers that accept stray, lost, abandoned, and relinquished animals. The Department also receives and maintains animals that are victims of abuse or neglect, under a quarantine order, or that pose a risk to the public. Stray or lost animals are held for an initial period to give an owner the opportunity to reclaim them. Owner-relinquished animals are held for an initial period prior to euthanasia or adoption to a new home, pursuant to State law. The holding period may vary and may be extended in an attempt to reunite the animal with an identified owner or for other reasons.

The Department is dedicated to providing appropriate and safe housing to all animals accepted into the Department's care. The Department is required by law to provide a safe environment with proper food, water, shelter, opportunity for exercise, and medical care for the animals it houses. Medical care may be provided by Department staff or, at the Department's sole discretion, outsourced to a contracted veterinarian.

As requested by the City in Attachment B, Service Level Request, the Department will provide the City with either: Full Care Center Services; Animal Care for Transfer only; or No Care Center Services.

A. Full Care Center Services

All animals collected in the field within the boundaries of the City or determined to have originated from within the boundaries of the City may be housed at a County animal care center. Admitted animals will be vaccinated and provided medical care, food, water, and shelter. The Department may post an animal's picture on the Department's website to assist residents in reclaiming a lost or missing pet or finding a new one. Residents may also visit the associated animal care center to find their lost or missing pet. The hours of operation of each animal care center may be found on the Department's website.

The Department will make reasonable attempts to house animals from the City at the animal care center closest to the City. The nearest animal care center to the City will be designated as the primary animal care center. There may be circumstances in which the Department will house animals collected from the City at an alternate location.

Full Animal Care Center services include:

- Providing food, water, shelter, enrichment, and medical care for animals in the Department's care;
- Holding stray animals and attempting to reunite them with their owners;
- Accepting unwanted animals surrendered by their owners;
- Making best efforts to find new adoptive homes for domestic animals and livestock;
- Quarantine and observation of animals for rabies and other diseases at the direction of the Department of Public Health;
- Working with wildlife rehabilitators to rescue sick and injured wildlife;
- Providing emergency care and housing to pets and livestock displaced by wildfires or other disasters;
- Holding animals that are the subject of criminal investigations or other legal or administrative proceedings;
- Spay and neuter services for dogs and cats pursuant to State law;
- Medical treatment and surgeries to make animals more adoptable;
- Euthanizing sick, injured, dangerous, unweaned, feral, or un-adoptable animals;
- Public services, including prevention of animal abuse, neglect, or abandonment through outreach and education, and intervention through finding alternatives to relinquishment and assisting at-risk populations;
- Filing annual reports to the State of California as required by law;
- Disposal of dead animals;
- Maintaining a website with pictures of stray and surrendered animals to facilitate reuniting the animals with their owners or finding new adoptive homes;
- Connecting pet owners to services to increase owner retention of pets; and
- Maintaining regular hours of operation for the public.

B. Animal Care for Transfer

If the City has opted for Animal Care for Transfer services in Attachment B, the Department will provide temporary housing until the City has transported the animal(s) to another animal care facility. Services will be the same as described for Full Shelter Service above. The Department will only release animals to be transported to an animal care facility approved in advance by the Department and documented in Attachment B. The Department will only release an animal to persons capable of transferring an animal safely in a vehicle appropriate for the humane transfer of the animal. The City will be responsible for all costs of the temporary care and housing at the Department's animal care center, as well as the subsequent costs of transportation, care, and housing at the animal care location of the City's choice. The Department may refuse to release an animal for transport if, in the reasonable assessment of the Department, the vehicle in which the City desires the animal(s) to be transported poses an unacceptable risk of harm to the animal(s) or others, or if the animal is

ill or injured to the extent that transportation would cause further injury or suffering.

The Department will not provide transportation from the field or from a County animal care center to any alternate animal care location, except as necessary for the needs of the County. If necessary, the Department may transport an animal(s) to an alternative animal care location of the City's choice and the City will be responsible for the cost of such transport at the current billing rate for field service staff.

The City will be responsible for all costs for the admission, care, and housing at the Department's animal care center, as well as the subsequent costs of care and housing at any animal care facility of the City's choice. The City's designated animal care center location is listed in Attachment B, Service Level Request.

II. Field Services

The County will provide the services set forth below in accordance with the provisions of the Los Angeles County Code, Title 10, "Animals," and all future amendments, except as otherwise agreed to by the Parties in Attachment B, Service Level Request.

A request by the City for the Department to enforce Los Angeles County Code, Title 10, Chapter 37, will authorize the Department to provide an administrative hearing process to accomplish the enforcement when applicable.

In order to harmonize the terms of this Agreement with the provisions of the City's municipal code, the City must adopt Title 10 "Animals" of the Los Angeles County Code ("Title 10"). The City may adopt or opt out of provisions of Title 10 only as agreed to by the Department. The City is encouraged, but not required to, adopt Title 10 in such a way as to incorporate all future amendments.

The Department will inform the City of any proposed changes to Title 10 with as much advance notice as practical, with the intention to provide the City with an opportunity to submit input to the Department and the County related to the proposed changes. The Department will notify the City of the passage of any change to Title 10 by the County Board of Supervisors as soon as practical. The Department will inform the City whether the City may adopt or opt out of the changes to Title 10.

Description of Field Services

The Department will provide sufficient resources and services for animal control field services. Services consist of Department personnel performing a variety of tasks utilizing appropriate equipment. These tasks include:

- Promptly responding to reports of vicious and dangerous animals that pose a threat to public safety;

- Capturing, reuniting, and admitting stray domestic animals;
- Capturing and impounding or returning domestic animals at large;
- Accepting and caring for animals surrendered by their owners;
- Removal of dead land animals (limited to a maximum of 150 pounds) from public and private property as set forth in Section 10.12.130 of the County Code;
- Educating the public and enforcing State laws and local ordinances, including leash laws, animal cruelty laws, and the laws relating to keeping wild or exotic animals;
- Investigating cases for possible criminal prosecution, including misdemeanor and felony crimes; issuing citations; collecting evidence; preparing reports; testifying in court and other hearings;
- Investigating appropriate cases for potential administrative actions pertaining to animals; preparing appropriate documentation to pursue administrative declarations; conducting administrative hearings, consistent with state and County laws; and defending declarations that are challenged in court;
- Rescuing ill, injured, or abused animals;
- Enforcing animal nuisance complaints such as excessive animal noise and other violations; issuing administrative or criminal citations as appropriate;
- Assisting local law enforcement with their investigations when animals are involved, such as the service of search warrants and impounding animals as evidence or when necessary for those belonging to persons taken into custody;
- Responding to emergencies such as fires, earthquakes, floods, and other natural or manmade disasters to rescue and temporarily house animals, or to provide care for animals in evacuation zones;
- Maintain a 24-hour dispatch and communications center to receive calls for service and dispatch staff for field response as appropriate; and
- Maintaining records in accordance with applicable laws and policies.

A. Standard Service Plan

The Standard Service Plan includes answering calls for service 24 hours per day, seven days per week, dispatching or assigning field staff, and performing duties in the field based on priority, location, and availability of staff. Services provided under the Standard Service Plan are similar to those services the Department provides to unincorporated communities in Los Angeles County.

B. Limited Service Plan

The Limited Service Plan includes standard services on a part-time basis during days and hours specified in the Service Level Request. Billing rates are described in Attachment C, City-County Municipal Services Billing Rates.

III. Alternatives to Care Center Admissions

The Department's "Alternatives to Care Center Admissions" services are activities that go beyond providing housing for dogs and cats, and have the effect of keeping pets out of care centers and in homes and healthy environments. This includes staff counseling pet owners or connecting them with resources such as free pet food and supplies, medical vouchers, temporary housing, access to a medical helpline, and other critical resources all intended to help keep pets with their families. The Department also offers a variety of pet assistance programs, known collectively as the Pets Are Family (PAF) program, which is funded almost entirely through donations and grants received by the Department. A summary of the programs offered under PAF can be found on our website (https://animalcare.lacounty.gov/dacc-support-services).

As a result of these efforts, the number of dogs and cats admitted into Department animal care centers has decreased dramatically due to the Department reducing preventable pet surrenders. These programs are only available to cities that opt into Full Care Center Services and are charged at a flat per capita rate as indicated in Attachment C, City-County Municipal Services Billing Rates.

Managed Intake

Managed Intake (MI) is a strategy that allows agencies to manage and reduce the flow of both owned pets and homeless animals into their care, which is accomplished by partnering with the community and providing resources and solutions. Through the Department's intervention services, pet owners receive support in the form of consultation, financial resources, and referrals — both medical and behavioral — to assist them with their pet-related issues. MI has reduced the number of surrendered animals admitted to the Department's care centers to those who have no other opportunity for rehoming. This is reducing the costs for cities that are associated with sheltering cats and dogs.

Components of Managed Intake:

- Community Engagement is key to successfully employing Managed Intake, giving the community an opportunity to foster, network animals, facilitate adoptions, and to develop solutions to keep pets with their owners.
- The Department encourages people who have found stray animals to attempt to reunite the pets with their families. The Department also encourages residents to

allow free roaming cats to remain where they live, as these are often pets or community cats.

- To reduce the relinquishment of owned pets, the Department will provide resources such as training, food, and supplies, or other support to help keep pets in their homes.
- Public safety and animal welfare are a priority. Animals that pose a safety threat will immediately and safely be admitted by the Department, as will animals that are sick or injured.

IV. Individual Animal Licensing Services

Adult dogs four months of age and older are required by State law to have individual licenses. The City may request that the Department enforce licensing requirements in the City for dogs, cats, or other animals as described in Attachment B. The City may adopt the County's fees for individual animal licenses or set its own fees as permitted in Attachment B.

License renewal notices are mailed or transmitted by the Department to the animal owner of record. The renewal and payment are received and processed on a fee-per-license basis. Pet owners may opt into a one- or three-year license option for their pets. A current license will be required before an animal will be released to a resident of the City. Fees from one- and three-year licenses collected will be credited to the City monthly in arrears.

The Department's animal licensing services include:

- Issuing animal licenses for pets as requested by the City;
- Processing license applications, payments, and information changes;
- Issuing license renewal notices;
- Assessing and collecting fees, penalties, and other financial remittances;
- Maintaining a database for animal licensing, records of calls for service, and actions taken; and
- Maintaining the Rabies Vaccination Certificate tool database which scans rabies vaccination data reported by private veterinary clinics to identify unlicensed pets in our jurisdictions and generate compliance notices to pet owners.

V. Additional Outreach and Enforcement Services Options

The City may request that the Department provide additional services as outlined below.

A. Animal License Enforcement Services

License Enforcement Services provides staff to perform individual animal license

enforcement in designated areas within the City. This program includes:

- Issuing new licenses and renewing expired licenses;
- Issuing citations to violators of animal licensing ordinances;
- Collecting license revenue, delinquency charges, and authorized fees; and
- Recording licensing data in the Department's database.

B. Animal Facility Licensing

The Department's Animal Facility Licensing program provides staff to perform animal facility inspections and licensing to animal-related businesses or organizations that require a license under Title 10 of the County Code. Animal-related facilities are inspected annually to ensure the safety and well-being of the animals as well as the health and safety of the public. Licensees are provided a letter grade based on the results of the inspection.

The Department retains facility license fees to offset the cost of annual inspections and related administrative costs. Staff time for licensing and inspections is not billed to the City. Investigations in response to complaints about activities at a licensed location are conducted by field officers based in the Department's animal care centers and are billed in accordance with Attachment C, City-County Municipal Services Billing Rates.

This program includes:

- Annual inspection of any premise used by an animal-related business or non-profit organization, including grooming shops, pet shops, boarding facilities or breeding facilities, animal menageries, and all other places where animals are maintained for profit or business activities;
- Issuing grades to animal facilities consistent with the requirements of Section 10.28.270 of the County Code;
- Follow-up inspections of animal facilities as necessary;
- Collection of license fees to offset the cost of services; and
- Documentation and maintenance of records as necessary.

C. Vaccination and Microchip Clinics

California Health and Safety Code Section 121690(f) states that every city and county, "shall provide dog vaccination clinics, or arrange for dog vaccination at clinics." The Department holds periodic low-cost rabies vaccination and microchip clinics at its animal care centers. If the City chooses additional rabies vaccination and microchip clinics, the following services are offered:

- Providing or assisting in arranging for low-cost vaccinations and microchips;
- Staffing low-cost vaccination and microchip clinics with medical personnel and necessary support staff, subject to availability;
- Licensing animals vaccinated at the clinic; and
- Assisting jurisdictions in promoting these community-based clinics.

D. Spay/Neuter Trust Fund

The City may elect to contribute $5.00 per altered and unaltered dog license to the Spay/Neuter Trust Fund. Participation in the Spay/Neuter Trust Fund allows the Department to offer a low-cost or free spay/neuter program for the City's residents who wish to have their pets spayed or neutered. The Department staff will work with animal care center veterinary clinics and mobile veterinary clinics to assist qualified residents in obtaining spay/neuter services in an area near them.

VI. Records

Upon reasonable notice, the Department will make available to authorized representatives of the City, for examination, audit, excerpt, copy, or transcription, any pertinent transaction, activity, or other record relating to the Agreement. The City must ensure such records are handled in a manner consistent with all applicable privacy laws and all laws related to the Public Records Act (Government Code sections 7920.000 et. seq.).

Upon request, the following standard reports are available from the Department on a monthly basis:

1. Dogs and/or Cats Impounded
2. Animals Returned to Owners
3. Dogs and/or Cats Abandoned
4. Special Admission Dog & Cat
5. Other Animals Impounded
6. Quarantined Dogs and/or Cats
7. Special Admission Other Animals
8. Private Veterinarian (Outside Medical Expense)
9. Dead Animal Pick Up Requests
10. Types of Calls for Service
11. Location of Admission
12. Public Hours performed at a specific Animal Care Center

In accordance with Section 4.7 of the Services Agreement, the Department will provide up to 12 hours of staff time annually for producing special reports to the City at no cost. Additional staff time will be charged to the City at the current reimbursement rate for applicable staff time.

Item #19.G.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Approve the First Amendment to the Contract Services Agreement for the Senior Center Nutrition Program

City Manager's Recommendation:

That the City Council authorize the City Manager to execute a First Amendment to the Contract Services Agreement with TRIO Community Meals for the Senior Center Nutrition Meal Program.

Administrative Action:

Submitted/Prepared by:

Elizabeth Rodriguez, Public Services Director

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

The City of Irwindale provides free to low-cost nutritional lunches at the Irwindale Senior Center Monday - Friday, with the exception of special events and the monthly birthday breakfast celebrations.

In 2003, the City of Irwindale hired Morrison Management Specialists to provide these meals from the Senior Center's Nutritional Lunch Program. During this time, there were approximately 40 seniors who were served lunch at the Irwindale Senior Center and an additional 10-15 homebound senior meals delivered; however, the City did not have current contract and was receiving services on a month-to-month basis.

In January 2018, the City released a RFP for the Senior Center Nutrition Program, two (2) proposals were submitted, and Morrison's was determined the most responsive proposal received. As staff prepared the contract, Morrison's sold their business to Bateman Community Living (Bateman). Bateman accepted the terms agreed to by Morrison's and the City entered into a five (5) year contract agreement with Bateman that included the possibility of two (2), one (1) year extensions. Additionally, the cost per meal in 2018 was $3.95 and Bateman proposed a cost increase of $4.07 per meal, which was a 3% increase from the previous year. The City agreed to the cost increase and both the City and Bateman agreed to language in the contract agreement stating the contract amount is subject to an annual CPI increase, not to exceed 3% per year.

In August 2021, Bateman Community Living changed its name to Elior, Inc. dba TRIO Community Meals, LLC in an effort to alight three leaders in the senior nutrition segment under one name and continued with the same contract and contract terms.

In March 2024, TRIO Community Meals sent City Staff a letter requesting a 4.5% CPI Increase for these services. As per the contract agreement with Bateman Community Living, the CPI increase cannot exceed 3% per year administratively. City Council approval is required for any request over 3%. Additionally, staff is recommending the contract agreement be approved for two, one (1) year extensions based on their excellent service, timely deliveries, and exceptional communication with staff. As a result, now would be the time to update the name of the current company, approve the 4.5% CPI increase, and approve both of the two (2), one (1) year extensions under a contract amendment to extend the contract through June 30, 2026.

Fiscal Impact:

The cost of services for Fiscal Year 2023/2024 was $65,181.05. Trio Community Meals is requesting a 4.5% increase of $4.25 per meal, or an additional $2,934 per year or a total of $68,115. Sufficient funding is available in the fiscal year 2024/2025 Budget for this amount.

Attachments:

1. 6-26-2024 Senior Center Nutrition Contract - AMENDMENT(991477.1)
2. 6-26-2024 Nutrition Contract Renewal - NAME CHANGE LETTER
3. 6-26-2024 Nutrition Contract Renewal - RATE LETTER

FIRST AMENDMENT
TO THE CITY OF IRWINDALE CONTRACT SERVICES AGREMENT FOR MEALS FOR THE SENIOR CENTER NUTRITION PROGRAM

This First Amendment ("Amendment") to the City of Irwindale Contract Services Agreement for Meals for the Senior Center Nutrition Program by and between the City of Irwindale, a California municipal corporation (the "City") and Elior, Inc. dba TRIO Community Meals, LLC formally Bateman Community Living (herein "Consultant" or "Contractor"), dated June 26, 2024, shall be effective upon the date executed by both Parties hereto ("Effective Date").

RECITALS

A. City and Consultant entered into contract services agreement for meals for the Senior Center Nutrition Program on the 1st of July, 2019 ("Agreement"). The Consultant's name at the time was Bateman Community Living. On August 23, 2021, the Consultant submitted a letter to the City informing the City that Bateman Community Living was effectively now Elior, Inc. dba TRIO Community Meals, LLC.; and

B. On March 24, 2024, Consultant sent the City requesting a 4.5% CPI Increase to continue to provide this service. The cost per meal would increase from $4.07 to $4.25. The cost increase will go into effect on July 1, 2024; and

C. The City is approving two (2), one year (1) extensions to this contract beginning July 1, 2024 and expiring on June 30, 2026.

NOW THEREFORE, the Parties agree to amend the contract services agreement as follows:

I. Contractor Name Change.

The Contractor has formally changed its name from Bateman Community Living to Elior Group, LLC. Dba TRIO Community Meals, LLC. This Agreement is now between the City of Irwindale and Elior Group, LLC. Dba TRIO Community Meals, LLC. All instances in the Agreement where "Bateman Community Living" appears shall be replaced and superseded with "Elior Group, LLC. Dba TRIO Community Meals, LLC."

II. Article 2. COMPENSATION; Section 2.1 shall now read as follows (deletions shown in ~~strikethrough~~ and additions shown in ***bold italics***):

2. 1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the " Schedule of Compensation" attached hereto as Exhibit " C" and incorporated herein by this reference, but not exceeding the maximum contract amount of ~~Fifty-Seven Thousand Four Hundred Tenty Dollars ($57,420.00)~~ ***Sixty-eight Thousand One Hundred Fifteen Dollars ($ 68,115.00)*** (" Contract Sum"), On each anniversary of the Effective Date, the rates listed on Exhibit

C and the Contract Sum shall be increased by the CPI Adjustment (as defined herein), but in no event to exceed the maximum amount of three percent (3%) in any year." CPI Adjustment" is the annual price escalator obtained from the Consumer Price Index for All Urban Consumers, U.S. City Average, Food Away From Home", Series Id: CUUR0000SEFV (Not Seasonally Adjusted) as measured against the most recently published twelve (12) month period.

III. Article 3. PERFORMANCE SCHEDULE; Section 3.4 Term shall now read as follows (deletions shown in ~~strikethrough~~ and additions shown in ***bold italics***):

3.4 Term. Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until terminated but not exceed ~~five (5) years; provided, however that the Contract Officer may approve an extension, in writing of the term for a cumulative maximum of two (2) one (1) year extensions for Contractor to provide services for such additional years, without the requirement of any official action by the City Council of the City, or an amendment to this Agreement, except as otherwise provided in the Schedule of Performance.~~ ***seven (7) years), as extended under the Agreement, which states that the City may approve a cumulative maximum of two (2) one (1) year extensions for Contractor to provide services for such additional years, except as otherwise provided in the Schedule of Performance (Exhibit "D"). This Agreement shall expire on June 30, 2026 with no further extensions.***

IV. **Exhibit** "**C**" Schedule of Compensation is replaced and superseded by **Exhibit "C-1**," attached hereto and incorporated herein by this reference.

V. Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Agreement.

VI. This Amendment integrates all of the terms and conditions mentioned herein and supersedes all negotiations with respect to matters referenced herein. Except as specifically amended hereby, the Contract Services Agreement shall remain in full force and effect. To the extent there is any conflict or inconsistency between the terms and provisions of this Amendment and the Contract Services Agreement, this Amendment shall control. From and after the date of this First Amendment, whenever the term Contract Services Agreement appears in the Contract Services Agreement, it shall mean the Contract Services Agreement, as amended by First Amendment.

[SIGNATURES ON FOLLOWING PAGE]

The Parties hereby enter into this Amendment upon the Effective Date as is set forth above.

FOR THE CITY OF IRWINDALE:

By:_____
Julian A. Miranda
City Manager

Date:_____

ATTEST:

_____
Laura M. Nieto, MMC
City Clerk

APPROVED AS TO FORM:

_____
Adrian R. Guerra
City Attorney

FOR ELIOR, INC. DBA TRIO COMMUNITY MEALS, LLC:

By: _____
Signature

_____
Print Name, Title

Date:_____

By: _____
Signature

_____
Print Name, Title

Date:_____

EXHIBIT "C-1"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following Services at the following rates:

Hot Home Delivered Meal	Previous Costs	**New Costs (4.5%) as of July 1, 2024**
Raw Food	$2.03	**$2.12**
Preparation	$1.07	**$1.12**
Foodservice Supplies	$0.52	**$0.54**
Other	$0.40	**$0.42**
Overhead Profit	$0.05	**$0.05**
Total Price of Meal	$4.07	**$4.25**

Based on 240 service days at 55 meals per day.

II. The City will compensate Consultant for the Services performed upon submission of a valid invoice in accordance with Section 2.2 of the Agreement.

III. The total compensation for the Services shall not exceed $68,115, as provided in Section 2.1 of this First Amendment.

TRIO
Community Meals

Nourishment through compassionate care.

[Small enough to care ... Big enough to make a difference.]

August 23, 2021

Dear Valued Client,

We appreciate our partnership to nourish older adults in our communities across the country. Together, we reduce the hunger and isolation of millions of older adults. In 2019, we introduced the brand TRIO Community Meals, aligning three leaders in the senior nutrition segment under one name. This alignment has enabled us to touch more lives in a meaningful and consistent way.

As a Bateman client, you witnessed the TRIO logo replacing the Bateman logo on items from uniforms, vehicles, menus, and other materials. However, tax registrations, local licensing, permits, and payment remained unchanged.

Over the next several weeks, we will be updating tax registrations and local licensing and permits in all the states where TRIO Community Meals, LLC (formerly Bateman) does business to reflect the new name.

How this impacts you:

- The FEIN is now the FEIN of Elior, Inc. dba TRIO Community Meals, LLC.
- A new W-9 is attached.
- Invoices will reflect the TRIO logo only.
- The preferred payment method is EFT payments to
  TRIO COMMUNITY MEALS, LLC
  Routing Number: **237025573110**
  Account Number: **053000196**
  Remit to: lockbox@elior-na.com
- Remit physical address for payment is:
  TRIO COMMUNITY MEALS, LLC
  P.O. Box 742992
  Atlanta, GA 30374-29922
  Phone: (844) 855-8474
- Your same TRIO Team will continue to serve you. From myself and your local team, you have our continued support in daily operations and strategic plans.

Please reach out if you have any questions.

With kind regards,

John Kirk
Managing Director
TRIO Community Meals

Magi Brettler
Vice President
TRIO Community Meals

TRIO
Community Meals
an elior company

March 24, 2024

City of Irwindale
Eloise Beltran

Dear Eloise,

It is that time of year where we need to renew your contract and negotiate our new rates. The City of Irwindale renewal was due March 1, 2024.

We value and appreciate the partnership with your organization, and we look forward to providing meals and great service to the City of Irwindale.

While we are living in exceedingly tough times, our meal service remains our priority as we strive to meet the needs of our clients.

Beginning March 1, 2024, we are requesting a 4.5% CPI Increase for the City of Irwindale. Below are the proposed new rates for the year.

HDM Meals	New Rate
Raw Food	$2.12
Preparation	$1.12
Food Service Supplies	$0.54
Other	$0.42
Overhead Profit	$0.05
Total Price of Meal	**$4.25**

Please review and let me know if you approve or if you have any questions/concerns.

Best Regards,

Willie Ruffin

Item #19.H.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Award of Contract for Janitorial Services for City of Irwindale Facilities

City Manager's Recommendation:

That the City Council **adopt Resolution No. 2024-49-3526** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING AN AWARD OF CONTRACT AND AGREEMENT WITH BRITEWORKS, INC FOR JANITORIAL SERVICES FOR CITY OF IRWINDALE FACILITIES, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT, AND APPROVING AN APPROPRIATION OF FUNDS FOR THE AGREEMENT".

Administrative Action:

Submitted/Prepared by:

Elzabeth Rodriguez, Public Services Director

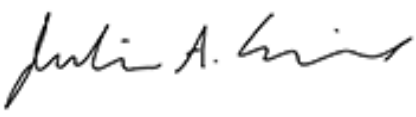
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

BriteWorks, Inc. was awarded the Janitorial Services Contract for City Facilities on November 13, 2019 with the contract to begin on January 1, 2020 and initially expire on June 30, 2023 with two (2), one (1)

year renewal options. The contract was renewed for one year and set to expire on June 30, 2024. Staff made the decision not to renew the contract but to release a Request for Quotations (RFQ) based on the increase in minimum wage, the requirements set forth by SB 1383 for Direct Service Vendors

The Public Works Services Department issued a Request for Quotations (RFQ) for Janitorial Services for City of Irwindale Facilities on Thursday, May 23, 2024. A notice was posted at City Hall, the Library, at the Post Office, and in the San Gabriel Valley Tribune on April 26, 2024. The RFQ was uploaded to both the City's website and PlanetBids. Both sites distributed the Notice of RFQ to vendors registered on each website. The RFQ required companies to submit a letter of introduction, how they would provide scope of services, past record of performance, capacity of firm, list of licenses, description of their quality assurance/control program, ability to meet insurance and bonding requirements, and their proposed project budget and pricing. The cost proposal requested a base bid/option #1 and an alternative bid/option #2.

Base Bid/Option #1 included the following facilities:

- City Hall
- Council Chambers
- Police Department
- Library
- Dan Diaz Recreation Center
- Aquatics Center
- Public Works Services
- Public Works Yard
- Irwindale Park (Friday – Sunday, Holidays)
- Jardin de Roca Park (Friday – Sunday, Holidays)
- Little Park of Irwindale (Friday – Sunday, Holidays)
- El Nido Park (Friday – Sunday, Holidays)
- Picnic Shelter (Friday – Sunday, Holidays)

Alternative Bid/Option #2 included the following facilities:

- Senior Center
- Annex Offices/Community Center
- Mission

A mandatory site walk occurred on Tuesday, May 7, 2024, at 9:30 a.m. and the department accepted questions until Tuesday, May 14, 2024, at 5 p.m. There were two addenda that were issued on Thursday, May 16, 2024, and Wednesday, May 22, 2024.

As a result of Addendum #2, the RFQs were due Wednesday, May 29, 2024, at 5:00 p.m. in person or

via PlanetBids. There were a total nine (9) bids submitted. The RFQs were evaluated based on experience, capacity of firm, and pricing. The results of the RFQ evaluations are outlined below.

	Janitorial Companies	**Monthly Base Bid**	**Alternate Bid/Option 2**	**4th of July**	**Total Annual Option 1 + 4th of July**
1	BMS Staffing Services	$208,550.00	$73,200.00	$8,400.00	$2,511,000.00
2	BriteWorks, Inc.	$ 13,303.95	$ 4,284.68	$1,300.00	$160,947.40
3	JJ Property Maintenance Network	$8,903.88	$3,721.39	$1,478.00	$108,324.56
4	Merchants Building Maintenance	$12,722.52	$5,577.37	$1,014.50	$153,684.74
5	Moore United Construction, Inc.	$18,647.85	$0.00	$1,080.00	$224,854.20
6	Premier Property Preservation, LLC	$12,847.12	$5,075.73	$1,687.50	$155,852.94
7	Pronto Janitorial Services	$17,532.05	$9,474.96	$1,715.00	$212,099.60
8	Santa Fe Janitorial Maintenance	$15,081.50	$4,924.59	$1,932.00	$182,910.00
9	Industrial Janitor Services, Inc.*	$11,507.00	$5,992.00	Not Provided	$138,084.00

**This company was disqualified for not submitting the required documents.*

Staff invited the following five companies to interview on Wednesday, June 12, 2024. The results of the interviews are as follows:

	Janitorial Companies	**Monthly Base Bid**	**Alternate Bid/Option 2**	**4th of July**	**Results**
1	BriteWorks, Inc.	$13,303.95**	$4,284.68	$1,300.00	1st
2	Premier Property Preservation, LLC	$12,847.12	$5,075.73	$1,687.50	2nd
3	Merchants Building Maintenance, LLC	$12,722.52	$5,577.37	$1,014.50	3rd
4	Santa Fe Janitorial Maintenance Services, Inc.	$15,081.50	$4,924.59	$1,932.00	4th

5	JJ Property Maintenance Network, Inc.	$8,903.88	$3,721.39	$1,478.00	5th

***Briteworks agreed to lower their monthly price from $13,303.95 to $12,847.12.*

The interview panel consisted of two (2) Public Works Services staff and one (1) staff member from City Administration. BriteWorks, Inc. was deemed the most qualified, and experienced company to provide janitorial services for the City of Irwindale; however, their bid pricing was higher than three of the companies interviewed. Staff reached out to BriteWorks to negotiate the cost down to $12,847.12 and they accepted. Therefore, the yearly base bid/option #1 cost to provide services to the City of Irwindale is $154,165.44 plus $1,300 to provide 4th of July Services for a total of $155,465.44. These costs are subject to CPI increase or decrease each year and are based on the prior calendar year in the California Consumer Price Index (for all items) as determined by the California Department of Industrial Relations, all as more fully set forth pursuant to the provisions of Section 2212 of the Revenue and Taxation Code of the state.

The initial contract term for janitorial services will expire on June 30, 2027, with an option for two (2) additional one (1) year periods. Renewal will be exercised based upon the level of satisfaction with services provided by the Contractor.

Fiscal Impact:

There is currently $113,600 budgeted for Janitorial Services under Public Works Contracts in the FY2024-2025 Budget. An appropriation of $42,000 is required from the General Fund Reserves for FY2024-2025 Budget in order to fully fund the annual contract amount of $155,465.44.

Attachments:

1. 06-26-2024 Award of Contract for Janitorial Contract - RESOLUTION
2. 06-26-2024 Award of Contract for Janitorial Contract - CONTRACT AGREEMENT

RESOLUTION NO. 2024-49-3526

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING AN AWARD OF CONTRACT AND AGREEMENT WITH BRITEWORKS, INC FOR JANITORIAL SERVICES FOR CITY OF IRWINDALE FACILITIES, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT, AND APPROVING AN APPROPRIATION OF FUNDS FOR THE AGREEMENT

WHEREAS, the Public Works Services Department issued a Request for Quotations (RFQ) for Janitorial Services for City of Irwindale Facilities on May 23, 2024; and

WHEREAS, on April 26, 2024, a Notice of Request for Quotations was posted at City Hall, the Library, at the Post Office, and in the San Gabriel Valley Tribune; and

WHEREAS, a mandatory site walk occurred on May 7, 2024; and

WHEREAS, two addenda were issued on May 16, 2024, and May 22, 2024; and

WHEREAS, RFQs were due on May 29, 2024 at 5:00 p.m. and a total of nine (9) RFQs were submitted; and

WHEREAS, staff interviewed five (5) companies and selected BriteWorks, Inc. as the most qualified; and

WHEREAS, the City Council, based on staff's recommendation desires to approve the award of contract and agreement with BriteWorks, Inc., and authorize the City Manager to execute the agreement; and

WHEREAS, the total cost for the three-year contract is $466,396.32 with the annual total cost at $155,465.44. The Fiscal Year 2024/2025 budget for janitorial services is $113,600; therefore, an appropriation of $42,000 is required to fully fund this contract for Fiscal Year 2024/2025; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

SECTION 1. The City Council hereby finds the above Recitals true and correct and incorporates them herein by this reference.

SECTION 2. The City Council of the City of Irwindale hereby appropriates $42,000 from the general fund reserves to fund the janitorial services contract for Fiscal Year 2024/2025.

SECTION 3. The City Council of the City of Irwindale hereby approves the award of contract, and Contract Services Agreement for Janitorial Services for City of Irwindale Facilities, attached hereto as Exhibit "A," and authorizes the City Manager to enter into a

contract agreement with BriteWorks, Inc. to provide janitorial services for the City of Irwindale Facilities from July 1, 2024 through June 30, 2027 with the option of two (2), one (1) year extensions. City staff are hereby authorized to take all reasonable steps necessary to carry out the intent of this Resolution.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or the application thereof to any person or circumstances, is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the application of any other section, subsection, sentence, clause, phrase, or portion of this Resolution, and to this end the invalid or unconstitutional section, subsection, sentence, clause, phrase of this Resolution are declared to be severable. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, parts or portions thereof be declared invalid or unconstitutional.

SECTION 5. The Chief Deputy City Clerk shall attest to the adoption of this resolution which shall, in turn, have immediate effect.

PASSED, APPROVED and ADOPTED this 26TH day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } ss.
CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-49-3526 duly adopted by the City Council of the City of Irwindale, at a regular meeting held on the 26th day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

AGREEMENT FOR CONTRACT SERVICES

By and Between

CITY OF IRWINDALE

and

BRITEWORKS, INC.

AGREEMENT FOR CONTRACT SERVICES BY AND BETWEEN THE CITY OF IRWINDALE AND BRITEWORKS, INC.

This AGREEMENT FOR CONTRACT SERVICES (herein "Agreement") is made and entered into this 1st day of July, 2024 by and between the CITY OF IRWINDALE, a California Charter city and municipal corporation ("City") and BriteWorks, Inc., a California corporation, 620 N. Commercial Avenue, Covina CA 91723 ("Contractor"). City and Contractor are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

A. City has sought, by issuance of a Request for Quotations, the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Contractor, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by City to perform those services.

C. Pursuant to the City of Irwindale's Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Contractor for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. SERVICES OF CONTRACTOR

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, Contractor shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which may be referred to herein as the "services" or "work" hereunder. As a material inducement to City entering into this Agreement, Contractor represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Contractor shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Contractor covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase "highest

professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Contractor's Proposal.

The Scope of Service shall include Contractor's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Contractor shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 Licenses, Permits, Fees and Assessments.

Contractor shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work.

By executing this Agreement, Contractor warrants that Contractor (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should Contractor discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Contractor shall immediately inform City of such fact and shall not proceed except at Contractor's risk until written instructions are received from the Contract Officer.

1.6 Care of Work.

Contractor shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.7 Further Responsibilities of Parties.

Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither Party shall be responsible for the service of the other.

1.8 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to Contractor, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of Contractor. Any increase in compensation of up to ten percent (10%) of the Contract Sum or $25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other contractors. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.9 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed **Four Hundred Sixty Six Thousand, Three Hundred Ninety Six Dollars and Thirty Two Cents** ($466,396.32) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.8.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon Contractor's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by City. Coordination of the performance of the work with City is a critical component of the services. If Contractor is required to attend additional meetings to facilitate such coordination, Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Contractor shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Contractor is certifying compliance with all provisions of the Agreement. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Contractor shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Contractor to be paid within forty-five (45) days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor for correction and resubmission. Review and payment by City for any invoice provided by Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Contractor for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Contractor.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including City, if Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Contractor be entitled to recover damages against City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until the maximum contract amount is expended, but not to exceed June 30, 2027. The term of this agreement can be extended with two (2), one (1) year renewal options to be exercised by the Public Services Director. Renewal will be exercised based upon the level of satisfaction with services provided by the Consultant.

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Contractor.

The following principals of Contractor ("Principals") are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Anita Ron	President
(Name)	(Title)

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. All personnel of Contractor, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of City. Additionally, Contractor shall utilize only competent personnel to perform services pursuant to this Agreement. Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Contractor shall notify City of any changes in Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Contractor.

Contractor shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Contractor, nor any of Contractor's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Contractor expressly waives any claim Contractor may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be the City Manager [or such person as may be designated by the Assistant City Manager]. It shall be Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of City required hereunder to carry out the terms of this Agreement.

4.4 Independent Contractor.

Neither City nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an

independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of City:

(a) General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than $2,000,000.00 per occurrence or if a general aggregate limit is used, then the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for Contractor against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than

$1,000,000. Said policy shall include coverage for owned, non-owned, leased, hired cars and any automobile.

(d) Professional Liability. Professional liability insurance appropriate to Contractor's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least five (5) consecutive years following the completion of Contractor's services or the termination of this Agreement. During this additional 5-year period, Contractor shall annually and upon request of City submit written evidence of this continuous coverage.

(e) Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

(g) Broader Coverages and Higher Limits. Notwithstanding anything else herein to the contrary, if Contractor maintains broader coverages and/or higher limits than the minimums shown above, City requires and shall be entitled to the broader coverages and/or higher limits maintained by Contractor.

5.2 General Insurance Requirements.

All of the above policies of insurance shall be primary insurance and shall name City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or its officers, employees or agents may apply in excess of, and not contribute with Contractor's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against City, its officers, employees and agents and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention.

All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any Party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to City. In the event any of said policies of insurance are cancelled, Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with Section 5.1 to the Contract Officer.

No work or services under this Agreement shall commence until Contractor has provided City with Certificates of Insurance, additional insured endorsement forms or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City. City reserves the right to inspect complete, certified copies of and endorsements to all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to City.

All certificates shall name City as additional insured (providing the appropriate endorsement) and shall conform to the following "cancellation" notice:

> CANCELLATION:
>
> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATED THEREOF, THE ISSUING COMPANY SHALL MAIL THIRTY (30)-DAY ADVANCE WRITTEN NOTICE TO CERTIFICATE HOLDER NAMED HEREIN.
>
> [to be initialed] _____
> Contractor's Initials

City, its respective elected and appointed officers, directors, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities Contractor performs; products and completed operations of Contractor; premises owned, occupied or used by Contractor; or any automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no special limitations on the scope of protection afforded to City, and their respective elected and appointed officers, officials, employees or volunteers. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City or its respective elected or appointed officers, officials, employees and volunteers or Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims. Contractor agrees that the requirement to provide insurance shall not be construed as limiting in any way the extent to which Contractor may be held responsible for the payment of damages to any persons or property resulting from Contractor's activities or the activities of any person or persons for which Contractor is otherwise responsible nor shall it limit Contractor's indemnification liabilities as provided in Section 5.3.

In the event Contractor subcontracts any portion of the work in compliance with Section 4.5 of this Agreement, the contract between Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that Contractor is required to maintain pursuant to Section 5.1, and such certificates and endorsements shall be provided to City.

5.3 Indemnification.

To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of

Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Contractor will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Contractor will promptly pay any judgment rendered against City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold City, its officers, agents, and employees harmless therefrom;

(c) In the event City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to City, its officers, agents or employees, any and all costs and expenses incurred by City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

5.4 Sufficiency of Insurer.

Insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City ("Risk Manager") due to unique circumstances. If this Agreement continues for more than three (3) years duration, or in the event the risk manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to City, Contractor agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the Risk Manager.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Contractor shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and City shall have access to such records in the event any audit is required. In the event of dissolution of Contractor's business, custody of the books and records may be given to City, and access shall be provided by Contractor's successor in interest. Notwithstanding the above, Contractor shall fully cooperate with City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by Contractor will be at City's sole risk and without liability to Contractor, and Contractor's guarantee and warranties shall not extend to such use, reuse or assignment. Contractor may retain copies of such documents for its own use. Contractor shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to

City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Moreover, Contractor with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Contractor in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Contractor, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena.

(c) If Contractor, or any officer, employee, agent or subcontractor of Contractor, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct.

(d) Contractor shall promptly notify City should Contractor, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Contractor is in default under the terms of this Agreement, City shall not have any obligation or duty to continue compensating Contractor for any work performed after the date of default. Instead, City may give notice to Contractor of the default and the reasons for the default. The notice shall include the timeframe in which Contractor may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Contractor is in default, City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Contractor does not cure the default, City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of City to give notice of Contractor's default shall not be deemed to result in a waiver of City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Contractor shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or

different times, of any other rights or remedies for the same default or any other default by the other Party.

7.6 Legal Action.

In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Contractor shall file a statutory claim pursuant to Government Code Sections 905 *et seq*. and 910 *et seq*., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Contractor, except that where termination is due to the fault of Contractor, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, Contractor reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of City, the period of notice may be such shorter time as Contractor may determine. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where Contractor has initiated termination, Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event Contractor has initiated termination, Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating Party need not provide the non-terminating Party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Contractor.

If termination is due to the failure of Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to Contractor for the purpose of set-off or partial payment of the amounts owed City as previously stated.

7.9 Attorneys' Fees.

If either Party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing Party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any

appeal, and in addition a Party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of City shall be personally liable to Contractor, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Contractor covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Contractor's performance of services under this Agreement. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Contractor agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Contractor hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101, *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Contractor so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement,

and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Contractor hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Irwindale, 5050 N Irwindale Ave, Irwindale, CA 91706 and in the case of Contractor, to the person(s) at the address designated on the execution page of this Agreement. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts and Electronic Signatures.

This Agreement may be executed in two or more counterparts, each of which when so executed shall be deemed to be an original and all of which when taken together shall constitute one and the same instrument. The words "execution," "signed," "signature," and words of like import in this Agreement or in any other certificate, agreement or document related to this Agreement, shall include images of manually executed signatures transmitted by facsimile or other electronic format (including, without limitation, "pdf", "tif" or "jpg") and other electronic signatures (including, without limitation, DocuSign and AdobeSign). The use of electronic signatures and electronic records (including, without limitation, any contract or other record created, generated, sent, communicated, received, or stored by electronic means) shall be of the same legal effect, validity and enforceability as a manually executed signature or use of a paper-based record-keeping system to the fullest extent permitted by applicable law, including the Federal Electronic Signatures in Global and National Commerce Act, the California Uniform Electronic Transactions Act and any other applicable law, including, without limitation, any state law based on the Uniform Electronic Transactions Act or the Uniform Commercial Code.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the Parties. It is understood that there are no oral agreements between the Parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the Parties, and none shall be used to interpret this Agreement. No amendment to or modification

of this Agreement shall be valid unless made in writing and approved by Contractor and by the City Council. The Parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties hereunder unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "non-interests" pursuant to Government Code Sections 1091 or 1091.5. Contractor warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Contractor further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Contractor is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Contractor's Authorized Initials _____

9.7 Corporate Authority.

The persons executing this Agreement on behalf of the Parties hereto warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the Parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date and year first-above written.

CITY:

CITY IRWINDALE, a municipal corporation

_____
Julian A. Miranda, City Manager

ATTEST:

_____
Laura Nieto, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

_____
Adrian R. Guerra, City Attorney

CONTRACTOR:

BriteWorks, Inc.

620 N. Commercial Avenue

Covina, CA 91723

By:_____
Name: Anita Ron
Title: President

By:_____
Name:
Title:

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONTRACTOR'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONTRACTOR'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2024 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER

_____
TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
- ☐ ATTORNEY-IN-FACT
- ☐ TRUSTEE(S)
- ☐ GUARDIAN/CONSERVATOR
- ☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2024 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

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TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
- ☐ ATTORNEY-IN-FACT
- ☐ TRUSTEE(S)
- ☐ GUARDIAN/CONSERVATOR
- ☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"
SCOPE OF SERVICES

Consultant will perform the following janitorial services, as specified for Irwindale facilities:

CLEANING WORK AND QUALITY REQUIREMENTS

1. **RESTROOMS:**
   NOTE: CLEANING TOOLS USED IN RESTROOMS SHALL NOT BE UTILIZED IN GENERAL OFFICE AND OTHER AREAS (i.e., rags, mops, sponges, gloves, etc.)

   A. Daily:

   1. Sweep and wet mop or scrub floors utilizing a cleaner - disinfectant.

      Sweeping, Wet Mopping Scrubbing: The floors shall be cleaned with a germicidal detergent solution and free of dirt, water streaks, mop marks, string, gum, grease, tar, etc., and present an overall appearance of cleanliness. All surfaces shall be dry and the corners clean.

   2. Clean and sanitize all fixtures including metal and chrome surface - water closets, urinals, washbasins, shower stalls, mirrors, waste receptacles, shelving, dispensers and wall surfaces, utilizing a germicidal detergent solution.

      Fixture Cleaning: All fixtures and metal surfaces (washbasins, urinals, toilets, shower stalls, etc.) shall be cleaned with an approved germicidal detergent solution; there shall be no dust, spots, stains, rust, green mold, encrustation, or excess moisture.

   3. Empty waste receptacles, service/supplies, paper towel, soap, toilet paper and seat cover dispensers. Empty, clean and disinfect sanitary napkin receptacles; replace soiled bags with new ones. Collect soiled bags in separate containers for disposal.

      Servicing: All supplies shall be provided and waste receptacles shall be emptied and sanitary napkin dispensers' emptied, cleaned, disinfected and new bags inserted.

   4. Spot-Clean other Surfaces and Dust Horizontal Surfaces.

      Spot-Cleaning: Smudges, marks or spots shall have been removed without causing unsightly discoloration. Wipe down high touch areas, such as, door handles, telephones, etc.

Thorough Dusting: There shall be no dust streaks. Corners, crevices, moldings and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting tools. When inspected with a flashlight, there shall be few traces of dust on any surface.

Contractor is required to plunge any water closets that are clogged to the best of their abilities. Contractor must alert the City of any water closets still clogged after unsuccessfully trying to unclog said water closet.

B. Weekly:

Damp Mop and Spray Buff all Resilient Floors.

Damp Mopping and Spray Buffing: Floors shall be free of streaks, mop-strand marks and skipped areas. All walls, baseboards and other surfaces shall be free of splashing and markings from the equipment. The finished area should have a uniform luster.

Damp wiping the full surface area of all stall-partitions, doors, counter tops, shelves, and wastepaper receptacles utilizing a multipurpose germicidal cleaner without causing unsightly discoloration.

Damp Wiping: All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the surfaces.

Prime and Treat Floor Drains: Prime and treat floor drains with an approved liquid enzyme treatment to reduce odors and gas smells.

C. Monthly:

Damp mop and wax all hard and resilient flooring in remaining room areas.

Damp Mopping and Waxing: Damp mop and wax all hard and resilient flooring. The finished area shall have a uniform luster. Walls, baseboards and other surfaces shall be free of residue.

Grout Lines: All grout lines shall be free of all stains and discoloration.

D. Quarterly:

Strip and apply four coats of floor finish to resilient floors.

Stripping: All old finish or wax shall have been removed. There shall be no evidence of gum, rust, burns or scuffmarks. There shall be no buildup in corners or crevices.

Finishing: Walls, baseboards and other surfaces shall be free of finish residue and marks from the equipment. Floors shall be free of streaks, mop strand marks and skipped areas.

2. **ROOM CLEANING:** Includes all office areas, file rooms, conference rooms, kitchens / lunchrooms, locker rooms, Council Chambers, lounges, and the corridor space adjacent to these areas.

A. Daily:

1. Empty wastebaskets and remove trash to designated disposal area. Clean washbasins and mirrors, as necessary; supply paper towels where dispensers are provided. Clean the areas used for the collection of solid wastes. Wash or steam clean all cans used for collection of food remnants, inside and out. No chemicals or cleaners shall be used without the prior written consent of the manager. (Note: Carts and containers used for the collection and/or storage of waste material shall be of noncombustible or flame resistant construction.)

   Recyclable Waste Collection (blue carts): All recyclable waste disposed of in designated recycling bins throughout the buildings shall be collected and removed to an area designated by the City.

   Kitchen/Lunch Rooms: Thoroughly germ-clean kitchen and lunchroom floors including tables, chairs and counter tops with approved disinfectant.

   Solid Waste Collection: All solid waste generated in the building shall be collected and removed to area designated for trash by the City. Additionally, there is one trash receptacle located outside the City Hall, Library, Recreation Center and Aquatics Lobby's that will need to be emptied and replaced with a clean liner daily.

   Organic Waste Collection (green carts): Green carts are strategically placed throughout all facilities. These carts contain food waste, including food soiled paper, pizza boxes, and yard waste. Green carts must be kept separated from the solid waste carts , collected separately, and removed to the green 3-yard bins located at the David Fraijo Martinez Public Works Building (City Yard).

   Porcelain Ware Cleaning: Washbasins shall be clean and bright; there shall be no dust, spots, stains, rust, green mold, encrustation, or excess moisture.

   Damp Wiping Mirrors: Mirrors shall be clean and free of dirt, dust, streaks and spots.

2. Clean interior of microwaves, sinks, ovens, stoves, refrigerators, and coffeepots.

3. Clean both sides of plate glass within the building:

   Interior Glass Cleaning: Glass shall be clean and free of dirt, dust, streaks, watermarks, spots and grime and shall not be cloudy. Cleaners shall be non-abrasive and special care shall be taken so that glass treatments (tinting) shall not be scratched.

4. In office areas, file rooms, conference rooms, and lounge areas sweep floors, vacuum carpet and extend the sweep or vacuum to remove obvious dirt from around and under furniture. Remove gum from under desks and workstations.

   Vacuuming: Carpet surfaces shall be free of obvious dirt, dust and other debris.

   Note: For the purpose of this contract, whenever the term carpet or carpeting is used, it is intended to include wall-to-wall carpeting as well as room size rugs and area rugs.

   Sweeping: Floor surfaces shall be free of obvious dirt or debris. Sweep with a chemically treated mop.

   Dusting: Available horizontal surfaces shall be free of obvious dust. Dust all blinds.

   Dust with a treated dust cloth all horizontal surfaces that are readily available and visibly require dusting.

5. Carpet Spotting: Excessive buildup spillages or crusted material shall have been removed along with spots, smears and stains. There shall be no evidence of fizzing caused by harsh rubbing or brushing. Cleaned areas shall blend with adjacent areas of carpeting. Spot cleaning shall be done according to manufacture recommendations.

6. Damp mop lounge areas, including kitchens, and spray buff.

   Damp Mopping and Spray Buffing: Floors shall be free of streaks, mop strand marks and skipped areas. Walls, baseboards and other surfaces shall be free of splashings and markings from the equipment. The finished area shall have a uniform luster.

B. Weekly:

1. In office areas, file rooms, libraries, conference rooms and lounge areas thoroughly dust horizontal surfaces of furniture and all wall surfaces within approximately 70 inches of the floor and vertical surfaces and under surfaces (knee wells, chair rungs, table legs, etc.). Clean glass desktops. Vacuum all carpet.

   Thorough Dusting: There shall be no dust streaks. Corners, crevices, moldings and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting cycle.

   Damp Wiping (Glass Desk Top): Glass desktops shall be free of dirt, dust, streaks and spots.

   Thorough Vacuuming: Carpets, including corners, shall be clean and free from dust balls, dirt and other debris; nap on carpets shall lie in one direction upon completion of the vacuuming task.

   Sweep full floor area.

   Thorough Sweeping: Floors shall be clean and free of trash and foreign matter. No dirt shall be left in corners, under furniture or behind doors.

2. Spot clean wall surfaces within approximately 70 inches of the floor.

   Spot Cleaning: Smudges, marks or spots shall have been removed without causing unsightly discoloration.

3. Telephones: Germicide all telephones.

   In office areas, file rooms, libraries and conference rooms. Damp wipe glass in interior office doors, partitions and bookcases.

C. Monthly:

Damp mop and wax all hard and resilient flooring in remaining room areas:

Damp Mopping and Waxing: Damp mop and wax all hard and resilient flooring. The finished area shall have a uniform luster. Walls, baseboards and other surfaces shall be free of residue.

Interior Glass Cleaning: See quality requirements outlined in room cleaning daily, Section 2.

D. Quarterly:

Strip and apply four coats of floor finish to all flooring.

Stripping: All old finish or wax shall have been removed. There shall be no evidence of gum, rust burns or scuffmarks.

Finishing: Walls, baseboards and other surfaces shall be free of finish residue and marks from equipment. Floors shall be free of streaks, mop strand marks and skipped areas. The finished area shall have a uniform luster.

E. Services to be Performed as Required to Maintain Quality Standards:

Wash, damp wipe, or provide plastic liners for wastebaskets to keep them in an acceptable condition.

Cleaning Wastebaskets: Wastebaskets shall be free of dust, debris and residue. Plastic liners shall not be torn, worn or contain residue.

Wipe down and treat surfaces of wood paneling.

Cleaning Wood Paneling: Paneling shall be free of dirt, dust, steaks and spots.

3. MAIN ENTRANCES, MAIN LOBBIES AND MAIN CORRIDORS

A. Daily:

1. Sweep bare floors and vacuum carpeted floor areas. Disinfect and polish metal doorknobs, push bars, kick plates, railings and other metal surfaces; clean and polish wood handrails, doors and other wood surfaces; clean spots and marks off walls, dust all surfaces within approximately 70 inches from the floor.

   Thorough Sweeping: Floors shall be clean and free of trash and foreign matter. No dirt shall be left in corners, under furniture or behind doors.

   Thorough Vacuuming: Carpets shall be clean and free from dust balls, dirt and other debris; nap on carpets shall lie in one direction upon completion of the vacuuming task.

   Metal Polishing: Metal surfaces shall be free of smears, stains and finger marks. They shall be clean and bright and polished to a uniform luster.

   Wood Polishing: Wood surfaces shall be clean and free of smudges and residue.

   Spot Cleaning: Smudges, marks or spots shall have been removed without causing unsightly discoloration.

Thorough Dusting: There shall be no dust streaks. Corners, crevices, moldings and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting tools.

Telephones: Germicide public telephones.

2. Damp mop and spray buff all hard and resilient floors.

   Damp Mopping and Spray Buffing: Floors shall be free of streaks, mop strands marks and skipped areas. Walls, baseboards and other surfaces shall be free of splashing and markings from the equipment. The finished area should have a uniform luster.

3. Clean both sides of entrance door glass and glass surrounding entrance doors within reach.

   Glass Cleaning: All glass shall be clean and free of dirt, grime, dust, streaks, watermarks and spots and shall not be cloudy.

B. Monthly:

1. All grout lines shall be clean and free of stains and discoloration.

2. Wash the interior windows in these areas.

C. Quarterly:

1. Clean and polish all door thresholds.

   Cleaning Thresholds: Thresholds shall be clean and free of oil, grease, dirt and grime.

   Strip and apply four coats of floor finish to all hard and resilient floors.

   Stripping: All old finish or wax shall have been removed. There shall be no evidence of gum, rust, burns or scuffmarks. Water solutions shall not be used on wood flooring.

   Note: Additional coats of finish may be required between this frequency in order to meet the quality requirements identified in Main Entrances, daily Sec. 2.

   Finishing: Walls, baseboards and other surfaces shall be free of finish residue and marks from equipment. Floors shall be free of streaks, mop

strand marks and skipped areas. The finished area shall have a uniform luster.

2. Wash the exterior windows in these areas.

4. DRINKING FOUNTAINS

A. Daily:

Clean drinking fountains and replenish paper cups, if applicable, where dispensers are provided.

Cleaning Drinking Fountains: The porcelain or stainless steel surfaces shall be clean and bright, and they shall be free of dust, spots, stains and streaks. Drinking fountains shall be kept free of trash, ink, coffee grounds etc.

Metal Polishing: Metal surfaces shall have a polished and lustrous appearance.

5. STORAGE SPACE

A. Monthly:

Sweep the full floor area:

Thorough Sweeping: Floors shall be clean and free of trash and foreign matter. No dirt shall be left in corners, under furniture, or behind doors.

6. INTERIOR WINDOWS AND GLASS

A. Monthly:

Wash interior building windows, including spandrel glass, glass over vestibule doors, and all plate glass around entrances, lobbies and vestibules.

Window Washing: Washed glass shall be clean and free of dirt, grime, streaks and excessive moisture and shall not be cloudy. Window sashes, sills, woodwork and other surroundings of interior glass shall be wiped free of drippings and other watermarks.

7. EXTERIOR WINDOWS

Exterior windows shall be cleaned during the following months:

- January
- April
- July

- October

8. MINI AND VERTICAL BLINDS

A. ANNUALLY:

1. Remove from the building premises all mini and vertical blinds and wash. Blinds shall be returned and hung within 3 working days. Clean tapes and cords.

   Washing: Both sides of blind slats shall be clean and free of dust and water.

2. Dust or vacuum all blinds at a 3 month interval from washing cycle.

   Dusting: Both sides of blind slats shall be free of dust.

9. HIGH CLEANING

A. Monthly:

Clean surfaces and objects in the building approximately 70 inches or more from the floor. This includes but is not limited to the wall and ceiling areas, ventilating and air conditioning outlets, transoms, clocks, ceiling moldings, tops of partitions, overhead pipes, wall fans, pictures, plaques, wall or ceiling diffusers, file cases, bookcases, lockers, etc. Damp wipe and dry high surfaces such as transoms, clock glass, picture frames and glass, smudged areas surrounding air grilles, diffusers, etc. Drapes shall be vacuumed in place.

High Cleaning: Surfaces shall be clean and free of dust. Where glass is present, both sides shall be clean and free of streaks.

10. MODULAR AND/OR SYSTEMS FURNITURE AND UPHOLSTERED FURNITURE

A. Monthly:

Thoroughly vacuum to remove embedded dirt and dust.

Thorough Vacuuming: All modular systems and upholstered furniture shall be vacuumed completely to remove all dirt and dust.

Spot Cleaning: Check and spot clean all modular desks and upholstered furniture with approved cleaner. All spot cleaning shall be done according to manufacture recommendations.

11. CARPET SHAMPOOING REQUIREMENTS

A. Weekly:

During the week, check and spot clean, corridors, lobbies, individual areas, conference rooms, and all other carpeted areas on the floors as needed. Spot clean as per manufacture recommendation.

B. Bi-Annually:

All Carpeted areas in the following City facilities will be shampooed following the manufacturers recommended procedures:

a. Library – 5050 N Irwindale Avenue
b. Senior Center – 16116 Arrow Highway
c. Dan Diaz Recreation Center – 16053 Calle de Paseo

C. Annually:

All Carpeted areas in the following City facilities will be shampooed following the manufacturers recommended procedures:

a. City Hall – 5050 N Irwindale Avenue
b. Council Chambers – 5050 N Irwindale Avenue
c. Police Department – 5050 N Irwindale Avenue
d. Public Works Services - 5463 2nd Street
e. Annex / Community Center – 16102 Arrow Highway

D. Upholstered Chairs: All upholstered chairs at the following facilities are to be shampooed every even year:

a. Council Chambers (inner and outer chairs)– 5050 N Irwindale Avenue
b. City Hall large conference room – 5050 N Irwindale Avenue
c. Annex / Community Center Engineering conference room and Community Development conference room – 16102 Arrow Highway

Carpet and Upholstered Shampooing: All carpets shall be clean, free of spots, spillages and removable stains. There shall be no evidence of fizzing caused by harsh rubbing or brushing.

Note: Furnishings moved during the carpet shampoo program will be replaced in their original position.

12. PARK FACILITIES

RESTROOMS (m & n)

NOTE: CLEANING TOOLS USED IN RESTROOMS SHALL NOT BE UTILIZED IN GENERAL OFFICE AND OTHER AREAS (i.e., rags, mops, sponges, gloves, etc.)

A. Weekends (Friday – Sunday and Holidays):

1. Sweep and wet mop or scrub floors utilizing a cleaner - disinfectant.

   Sweeping, Wet Mopping Scrubbing: The floors shall be cleaned with a germicidal detergent solution and free of dirt, water streaks, mop marks, string, gum, grease, tar, etc., and present an overall appearance of cleanliness. All surfaces shall be dry and the corners clean.

2. Clean and sanitize all fixtures including metal and chrome surface - water closets, urinals, washbasins, shower stalls, mirrors, waste receptacles, shelving, dispensers and wall surfaces, utilizing a germicidal detergent solution.

   Fixture Cleaning: All fixtures and metal surfaces (washbasins, urinals, toilets, shower stalls, etc.) shall be cleaned with an approved germicidal detergent solution; there shall be no dust, spots, stains, rust, green mold, encrustation, or excess moisture.

3. Empty waste receptacles, service/supplies, paper towel, soap, toilet paper and seat cover dispensers. Empty, clean and disinfect sanitary napkin receptacles; replace soiled bags with new ones. Collect soiled bags in separate containers for disposal.

   Servicing: All supplies shall be provided and waste receptacles shall be emptied and sanitary napkin dispensers' emptied, cleaned, disinfected and new bags inserted.

4. Spot-Clean other Surfaces and Dust Horizontal Surfaces.

   Spot-Cleaning: Smudges, marks or spots shall have been removed without causing unsightly discoloration.

   Thorough Dusting: There shall be no dust streaks. Corners, crevices, moldings and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting tools. When inspected with a flashlight, there shall be few traces of dust on any surface.

5. Damp Mop and Spray Buff all Resilient Floors.

Damp Mopping and Spray Buffing: Floors shall be free of streaks, mop-strand marks and skipped areas. All walls, baseboards and other surfaces shall be free of splashing and markings from the equipment. The finished area should have a uniform luster.

Damp wipe the full surface area of all stall-partitions, doors, counter tops, shelves, and wastepaper receptacles utilizing a multipurpose germicidal cleaner.

Damp Wiping: All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the surfaces.

Prime and Treat Floor Drains: Prime and treat floor drains with and approved liquid enzyme treatment to reduce odors and gas smells.

Contractor is required to plunge any water closets that are clogged to the best of their abilities. Contractor must alert the City of any water closets still clogged after unsuccessfully trying to unclog said water closet.

B. Monthly:

1. Damp mop and wax all hard and resilient flooring in remaining room areas.

   Damp Mopping and Waxing: Damp mop and wax all hard and resilient flooring. The finished area shall have a uniform luster. Walls, baseboards and other surfaces shall be free of residue.

   Grout Lines: All grout lines shall be free of all stains and discoloration.

C. Quarterly:

1. Strip and apply four coats of floor finish to resilient floors.

   Stripping: All old finish or wax shall have been removed. There shall be no evidence of gum, rust, burns or scuffmarks. There shall be no buildup in corners or crevices.

   Finishing: Walls, baseboards and other surfaces shall be free of finish residue and marks from the equipment. Floors shall be free of streaks, mop strand marks and skipped areas.

TRASH DISPOSAL (m - p)

A. Weekends (Friday – Sunday and Holidays)

1. Empty trash cans/waste baskets throughout the park areas and replace with new trash bags. Remove trash to a designated disposal area. Keep organic waste (green carts) separate from solid waste. All organic waste must be disposed of in the green 3-yard bins at the David Fraijo Martinez Public Works Building (City Yard).
    a. Irwindale Park – approximately 32 trash receptacles and 15 organic waste receptacles.
    b. Jardin de Roca Skate Park – approximately 16 trash receptacles and 8 organic waste receptacles.
    c. Little Park of Irwindale – approximately 3 trash receptacles and 1 organic waste receptacle.
    d. El Nido Park – approximately 3 trash receptacles and 1 organic waste receptacle.
2. Walk around park and pick up any trash from the area including the floor, picnic tables, benches, and fountains.

PICNIC SHELTER (q)

A. Weekends (Friday – Sunday and Holidays)

1. Remove/empty trash bags from receptacle, replace trash bags, and remove trash to a designated disposal area. Keep organic waste (green carts) separate from solid waste. All organic waste must be disposed of in the green 3-yard bins at the David Fraijo Martinez Public Works Building (City Yard).

2. Wipe down tables, replace the paper in the towel dispenser, sweep and dispose of the charcoal and clean the BBQ. The charcoal from the BBQ will have to be disposed of in a metal can and taken to the David Fraijo Martinez Public Work Building (City Yard) for proper disposal.

13. MISCELLANEOUS REQUIREMENTS

1. Lights shall be used only in areas where and at the time when work is actually being performed.

2. Mechanical equipment controls for heating, ventilation, and air-conditioning systems will not be adjusted by the workers.

3. Water faucets or valves shall be turned off after the required usage has been accomplished.

4. Windows shall be closed and lights and fans turned off when not in use.

5. Organize and train employees to participate in building fire and civil defense drills.

6. Report fires, hazardous conditions, and items in need of repair to the contracting officer's representative.

14. SPECIAL JOBS/REQUIREMENTS

Due to other than normal conditions, (types of occupancy, traffic flow, materials of construction, priority areas, unusual design features, etc.) the following requirements are designated as special jobs and become a part of this contract.

15. FLOORING SURFACE AREA

City Hall:
Carpet: 1,000 sq/ft.
Ceramic Tile: 350 sq/ft.
Vinyl Tile: 3,600 sq/ft.
Concrete: 300 sq/ft.

Council Chambers:
Carpet: 4,530 sq/ft.

Police Department:
Carpet: 2,816 sq/ft
Vinyl Tile: 1,195 sq/ft

Library:
Carpet: 2,465 sq/ft.
Vinyl Tile: 273 sq/ft.
Ceramic Tile: 122 sq/ft.

Dan Diaz Recreation Ctr:
Carpet: 400 sq/ft.
Ceramic Tile: 3,622 sq/ft.
Wood Floor: 7,521 sq/ft.
Laminate: 4,900 sq/ft.

Aquatics Center:
Ceramic Tile: 1,000 sq/ft.

Senior Center:
Vinyl Tile: 11,521 sq/ft.

Annex Offices/ Community Center:
Carpet: 4,570 sq/ft.
Ceramic Tile: 1,558 sq/ft.
Vinyl Tile: 1,500 sq/ft.

Mission:
Ceramic Tile: 1,993 sq/ft.

Irwindale Park
Ceramic Tile: 1,400 sq/ft.

Jardin de Roca Park
Ceramic Tile: 100 sq/ft.
Concrete: 60 sq/ft.

Little Park of Irwindale
Ceramic Tile: N/A
Concrete: N/A

Picnic Shelter
Concrete: N/A

ATTACHMENT "B"

THIS SHEET MUST BE INCLUDED IN YOUR PROPOSAL

SCELLANEOUS JANITORIAL SERVICES (Not Additional Cost Items)

1. FLOORING: Strip and apply four (4) coats of floor finish to flooring.

   ITEM 1: Ceramic Tile:

   Cost Per Quarter Per Square Foot: $0.163

   ITEM 2: Vinyl Tile:

   Cost Per Quarter Per Square Foot: $0.163

   ITEM 3: Rubber Tile:

   Cost Per Quarter Per Square Foot: $0.163

2. ENTRANCE RUGS

   ITEM 1: Clean and shampoo entrance and elevator rugs as required to maintain quality standards. This shall be performed not less than six times a year.

   Cost Bi-Monthly: $ 350.00

3. WINDOWS AND GLASS

   ITEM 1: Exterior Glass: Wash all exterior-building windows leaving no visible streaking.

   Cost Per Monthly: 350.00

   ITEM 2: Interior Glass: Wash all interior-building windows leaving no visible streaking.

   Cost Per Monthly: 300.00

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4. MINI AND VERTICAL BLINDS

   ITEM 1: Remove from the building premises all mini and vertical blinds and wash. Blinds shall be returned and hung within 3 working days. Clean tapes and cords.

   Cost Annually: 300

   ITEM 2: (Every Six Months) Dust or vacuum all blinds at a 6-month interval from washing cycle. Both sides of blind slats shall be free of dust.

   Cost Every Six Months: 500

5. CARPET SHAMPOOING REQUIREMENTS

   ITEM 1: All carpeted areas in the City facilities shall be shampooed as per the manufacturers recommended procedures.

   Cost Per Square Foot: 500

ATTACHMENT "D"

REVISED REQUIRED SUPPLIES & RESPONSE FORM

THIS SHEET MUST BE INCLUDED IN YOUR PROPOSAL

Supplies Required- The City of Irwindale City Council adopted Resolution No. 2021-99-3311 entitled A Resolution of the City Council of the City of Irwindale Adopting a Recovered Organic Waste Product Procurement Policy Recommended by Senate Bill 1383 (LARA) and CalRecycle Regulations. This policy requires all City vendors that provide paper products (including janitorial paper products) adhere to the following:

1. Provide Recycled-Content Paper Products that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, if fitness and quality are equal to that of non-recycled item, and "available at the equal or lessor price or available at no more than ten percent (10%) of the total cost for non-recycled Paper Products."

2. Provide Paper Products that meet Federal Trade Commission Recyclability standard as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).

3. Certify in writing, under penalty of perjury, the minimum percentage of postconsumer material in the Paper Products and Printing offered or sold to the City of Irwindale. This certification requirement may be waived if the percentage of postconsumer material in the Paper Products, can be verified by a product label, catalog, invoice, or a manufacturer or vendor internet website.

4. Certify in writing, under penalty of perjury, that the Paper Products offered or sold to the City of Irwindale is eligible to be labeled with an unqualified recyclable label as defined in Title 16 Code of Federal Regulations Section 260.12 (2013)

5. Provide records to the Recordkeeping Designee of all Paper Products purchased from the vendor on a schedule to be determined by the City of Irwindale, but not less than annually to the Recordkeeping Designee (both recycled-content and non-recycled content, if any is purchased) made by a division or department or employee of the City of Irwindale. Records shall include a copy of the invoice or other documentation of purchase such as a summary report from the vendor, written certifications as required in Section 4.2.A.3-4 for recycled-content purchases, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-Recycled-Content Paper Products are provided, include a description of why Recycled-Content Paper Products were not provided.

Standards have been set for the following materials. Other materials are required to perform work; however, these products or a City approved equal product must be used.

Product is dependent upon dispenser for Toilet Tissue, Paper Towel and Hand Soap.

Specify which brand you will be providing for the products listed below. If it is specified, write "As Above".

Toilet Tissue:	Standard Single Rolled 2-ply Toilet Tissue 162 3.9 x 1,000', 2 ply, or City approved equal. Product to be used:
Paper Towels:	Kimberly Clark 01040-40 Rolled Towel or City approved equal and Standard Single Rolled Paper Towel. Product to be used:
Hand Soap:	Northwest Janitorial, Code 711, Pink Lady Hand Cleaner or City approved equal. Product to be used:
Toilet Seat Covers:	Health Guards, ½ Fold, 250 per pack or City approved equal. Product to be used:
Disinfectant:	Northwest Janitorial Triple 2 Cleaner, Code 215, 4.5% Quaternary Hospital Type germicidal, or City approved equal. Product to be used:
Trash Liners:	Maintex Linear Low Density Black Commercial Grade Liners, or City approved equal. Sizes 23" x 33" and 40" x 46" Product to be used:
Sanitary Napkin Liners:	Rubbermaid or Hospital Specialty Sanitary Napkin Liners, or City approved equal. Receptacle Sizes are approximately 10" x 10" x 4" Product to be used:

Anita Ron
Signature

Anita Ron
Print Name

5/28/2024
Date

EXHIBIT "B"
SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

None

EXHIBIT "C"
SCHEDULE OF COMPENSATION

I. Contractor shall perform the following tasks at the following rates:

II. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task sub-budget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.8.

III. City will compensate Contractor for the Services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

IV. The total compensation for the Services shall not exceed $466,396.32 as provided in Section 2.1 of this Agreement.

V. Contractor's billing rates for all facilities are attached as Exhibit "C-1".

Exhibit "C-1"

REVISED PROPOSED BIDDING SCHEDULE/PRICE PROPOSAL FORM

ATTACHMENT "C"

PROPOSED BIDDING SCHEDULE/PRICE PROPOSAL FORM
CITY OF IRWINDALE FACILITIES

THIS SHEET MUST BE INCLUDED IN YOUR PROPOSAL

The following is the cost to provide all management, supervision, labor, materials, supplies and equipment necessary to furnish complete janitorial services in accordance with Request for Quote.

FACILITY	AREA IN SQ. FEET	Monthly Cost Option 1 Base Bid (a-h & n-r)	Monthly Cost Option 2 Alt Bid #2 (I - m)
a. City Hall	5,250 sf	$ 1,015.90	N/A
b. Council Chamber	4,530 sf	$ 871.76	N/A
c. Police Department	4,011 sf	$ 767.85	N/A
d. Library	2,860 sf	$ 537.42	N/A
e. Dan Diaz Recreation Center	16,443sf	$ 3,256.74	N/A
f. Aquatics Center	1,000 sf	$ 165.05	N/A
g. Public Works Services	2,593 sf	$ 484.04	N/A
h. Public Works Yard	1,647 sf	$ 304.59	N/A
i. Senior Center	11,521sf	N/A	$ 2,306.50
j. Annex Offices	3,058 sf	N/A	$ 612.21
k. Chamber of Commerce (Hall & Kitchen Only)	1,789 sf	N/A	$ 358.16
l. Community Center	3,041 sf	N/A	$ 608.81
m. Mission	1,993 sf	N/A	$ 399.00
n. Irwindale Park	15.2 ac *	$ 1,966.85	N/A
o. Jardin de Roca Park	4.6 ac	$ 1,366.25	N/A
p. Little Park of Irwindale	0.4 ac	$ 765.65	N/A
q. El Nido Park	1.5 ac	$ 1,179.93	N/A
r. Picnic Shelter	1,000 sf	$ 165.09	N/A
TOTAL COST PER MONTH		$12,847.12	$ 4,284.68

Name: Anita Ron Title: President
Signature: Anita Ron Date:
Address: 620 Commercial Ave City/Zip Code: Covina CA 91723

In response to Section 2.13, Surety Deposit /Performance & Payment Bond, we choose to:

- X Submit a Performance Bond prior to award of contract.
- ____ Submit 10% surety for the performance bond prior to award and 90% balance as bond, cashier's check or payment. or
- ____ Deduct surety from first five (5) payments.

____ I acknowledge that a Payment Bond in the amount of 100% of the total compensation is required and must be submitted with the signed contract.

Attachment "I" Supplemental for 4th of July will be added to the cost during awarding.
Irwindale Park acres include City Hall, Police Department, Recreation Center, Library and Aquatics Center buildings.

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EXHIBIT "D"
SCHEDULE OF PERFORMANCE

SERVICE SCHEDULE

The Contractor shall provide management, supervision, labor, materials, supplies, equipment and shall plan, schedule, coordinate, and assure effective performance of all janitorial services provided in accordance with the standards, frequencies and durations described herein.

The Contractor will be expected to commence all work immediately after approval of Agreement. Submission and approval of all required documents (insurance certificates, employee listing, SDS sheets, performance/surety bond, etc.) are required prior to commencement of work.

1.1.1 Normal Service – Normal service shall be provided within the time frames specified. (See Attachment "A", Building Specifications). Cleaning services may be performed on holidays at the Police Department and park restrooms. Current City holidays are:

Martin Luther King Jr Day	Labor Day	Christmas Eve ½Day
President's Day	Veterans' Day	Christmas Eve Day
Cesar Chavez Day	Thanksgiving Day	New Year's Eve ½ Day
Memorial Day	Day after Thanksgiving	New Year's Eve Day
Independence Day		

1.1.2 100% Performance – This is a 100% performance contract, requiring cleaning services to be performed to the standards outlined in this document without regard to the materials and number of janitor hours needed. Failure to provide 100% service will result in:

- Notification of the deficiency:
- A requirement to remedy the situation immediately;
- Possible deductions from the monthly payment; and
- Possible termination of the contract.

II The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.

Item #19.I.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Approve the Purchase of an ADA Van

City Manager's Recommendation:

That the City Council **adopt Resolution No. 2024-47-3524** entitled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE WAIVING THE FORMAL BIDDING PROCEDURES PURSUANT TO IRWINDALE MUNICIPAL CODE SECTION 3.44.080 (E), AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT FOR THE PURCHASE OF A 2024 FORD TRANSIT PASSENGER WAGON/ADA VAN FOR THE IRWINDALE SENIOR CENTER"

Administrative Action:

Prepared/Submitted by:

Elizabeth Rodriguez, Public Services Director

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

The Irwindale Senior Center is currently using a 2004 Ford Braun Transporter 8 Passenger - ADA Van, which is over 20 years old. This van is used to transport residents to and from doctor's appointments, to get prescriptions, groceries, and individuals who can't access the Irwindale Senior Center bus on field trips. This van keeps breaking down and the parts are becoming obsolete, which makes the repairs and maintenance very costly. Staff is requesting to replace the 2004 Ford Braun Transporter 8 Passenger/ADA Van with a 2024 Ford Transit Passenger Wagon (U5X) T-350 HD 148" EL High Roof XL DRW AWD, with a Mobility Works Wheelchair Uplift (ADA Van).

Irwindale Municipal Code Section 3.44.080 (E) states that the city council can dispense with bidding when cooperative purchasing, which provides an advantage of large-scale buying, may be obtained. Due to the purchasing power of a large entity, such as Sourcewell, local governments receive substantial discounts on purchases that apply to these contracts. The selection of National Auto Fleet Group was made based on the quotes provided to staff and the award of contract 091521-NAF from Sourcewell on November 16, 2021, with an expiration date of November 8, 2025. For these reasons, waiving the formal bidding process is in the best interest of the city.

Upon approval by the City Council, a standard purchase agreement and purchase order will be prepared by the City's Purchasing Office and signed by the City Manager in order to complete the purchase of this vehicle.

The existing vehicles will be placed on the City's Surplus List, which will be presented to city council for approval upon disposition at another date per the City's Property Transfer/Disposition of Surplus Equipment procedures.

Fiscal Impact:

The final cost for the purchase of this ADA van is $94,989. Fiscal Year 2023-2024 Adopted Budget includes $86,000 for this purchase utilizing ARPA Funds. The remaining $8,989 will be funded using the available current year's General Fund budget.

Attachments:

1. 6-26-2024 Purchase of ADA Van - QUOTE
2. 6-26-2024 Purchase of ADA Van - RESOLUTION(991206.1)

National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

6/10/2024

Quote ID: **29074**

Order Cut Off Date: **TBA**

Ms Elizabeth Rodriguez
City of Irwindale

5050 N. Irwindale Avenue

Irwindale, California, 91706

Dear Elizabeth Rodriguez,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2024 Ford Transit Passenger Wagon (U5X) T-350 HD 148" EL High Roof XL DRW AWD, Mobility Works Wheelchair Upfit) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	$64,365.00	$62,982.42	2.148 %	$1,382.58
Mobility Works Wheelchair Upfit		$22,937.20		
Tax (10.2500 %)		$8,806.76		
Tire fee		$12.25		
Transportation		$250.00		
Total		$94,988.63		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell (Formerly Known as NJPA) Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Yesenia Covarrubias / Joshua Jerome

Fleet Department
Account Manager

yesenia@watsonvillefleetgroup.com

(626) 457-5590

Vehicle Configuration Options

ENGINE	
Code	**Description**
99G	Engine: 3.5L EcoBoost V6, (STD)
TRANSMISSION	
Code	**Description**
44U	Transmission: 10-Spd Automatic w/OD & SelectShift, (STD)
PRIMARY PAINT	
Code	**Description**
YZ	Oxford White
SEAT TYPE	
Code	**Description**
VK	Dark Palazzo Gray, Vinyl Front Bucket Seats
SEATING ARRANGEMENT	
Code	**Description**
21P	Dark Palazzo Gray Vinyl Bucket Seats w/Armrests, -inc: Deletes driver lumbar support, 2-way manual driver seat and 2-way manual passenger seat
ADDITIONAL EQUIPMENT	
Code	**Description**
47E	Builder's Prep Package, -inc: Deletes rear floor covering, rear-seats and restraints and rear-seat rails and fasteners, Dual AGM Batteries (70 Amp-hr Each), Modified Vehicle Wiring System, modified vehicle connections for customized wiring harness provisions, Front Only Vinyl Floor Covering, 2-Passenger Seats w/Add, Rear Seat Attachment Points, 13 rear seats are removed, but seat attachment points are still present
63E	Dual AGM Batteries (70 Amp-hr Each)
153	Front License Plate Bracket
96K	2-Passenger Seats w/Add. Rear Seat Attachment Points, -inc: 13 rear seats are removed, but seat attachment points are still present
86F	2 Additional Keys (4 Total), -inc: key fobs
53K	Modified Vehicle Wiring System, -inc: modified vehicle connections for customized wiring harness provisions
66D	Front Overhead Shelf
43B	Back Up Alarm, -inc: 102 dB(A) warning capability
OPTION PACKAGE	

Code	Description
301A	Order Code 301A
REQUIRED OPTION	
Code	**Description**
92E	Privacy Glass, -inc: Provides protection of vehicle occupant(s) and occupant personal belongings, The glass also provides occupant comfort by helping to reduce vehicle cool-down time, Rear-Window Defroster

2024 Fleet/Non-Retail Ford Transit Passenger Wagon T-350 HD 148" EL High Roof XL DRW AWD

WINDOW STICKER

2024 Ford Transit Passenger Wagon T-350 HD 148" EL High Roof XL DRW AWD

CODE	MODEL	MSRP
U5X	2024 Ford Transit Passenger Wagon T-350 HD 148" EL High Roof XL DRW AWD	$62,415.00
	OPTIONS	
99G	Engine: 3.5L EcoBoost V6, (STD)	$0.00
44U	Transmission: 10-Spd Automatic w/OD & SelectShift, (STD)	$0.00
YZ	Oxford White	$0.00
VK	Dark Palazzo Gray, Vinyl Front Bucket Seats	$0.00
21P	Dark Palazzo Gray Vinyl Bucket Seats w/Armrests, -inc: Deletes driver lumbar support, 2-way manual driver seat and 2-way manual passenger seat	$0.00
47E	Builder's Prep Package, -inc: Deletes rear floor covering, rear-seats and restraints and rear-seat rails and fasteners, Dual AGM Batteries (70 Amp-hr Each), Modified Vehicle Wiring System, modified vehicle connections for customized wiring harness provisions, Front Only Vinyl Floor Covering, 2-Passenger Seats w/Add, Rear Seat Attachment Points, 13 rear seats are removed, but seat attachment points are still present	($945.00)
63E	Dual AGM Batteries (70 Amp-hr Each)	INC
153	Front License Plate Bracket	$0.00
96K	2-Passenger Seats w/Add. Rear Seat Attachment Points, -inc: 13 rear seats are removed, but seat attachment points are still present	INC
86F	2 Additional Keys (4 Total), -inc: key fobs	$75.00
53K	Modified Vehicle Wiring System, -inc: modified vehicle connections for customized wiring harness provisions	INC
66D	Front Overhead Shelf	$75.00
43B	Back Up Alarm, -inc: 102 dB(A) warning capability	$150.00
301A	Order Code 301A	$0.00
92E	Privacy Glass, -inc: Provides protection of vehicle occupant(s) and occupant personal belongings, The glass also provides occupant comfort by helping to reduce vehicle cool-down time, Rear-Window Defroster	$500.00

Please note selected options override standard equipment

SUBTOTAL	**$62,270.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$2,095.00
TOTAL PRICE	**$64,365.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Standard Equipment

MECHANICAL

Engine: 3.5L EcoBoost V6 (STD)
Transmission: 10-Spd Automatic w/OD & SelectShift -inc: auxiliary transmission oil cooler (STD)

INTERIOR

Dark Palazzo Gray Cloth Bucket Seats -inc: 2-way manual driver seat w/lumbar, 2-way manual passenger seat and driver and passenger armrest (STD)

AXLE RATIO

3.73 Limited-Slip Axle Ratio

WHEELS

Wheels: 16" Heavy-Duty Silver Steel w/Silver Hubcaps -inc: exposed lug nuts, The center ornament only comes on the front wheels and not on the rear wheels

ADDITIONAL EQUIPMENT

50-State Emissions System
Automatic Full-Time All-Wheel
70-Amp/Hr Maintenance-Free Battery w/Run Down Protection
HD 250 Amp Alternator
3184# Maximum Payload
GVWR: 10,360 lb
Gas-Pressurized Front Shock Absorbers and HD Rear Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Steering
25.1 Gal. Fuel Tank
Single Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist and Hill Hold Control
Wheels w/Hub Covers
Tires: 205/75R16C 113/111 AS BSW
Steel Spare Wheel

Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Black Front Bumper
Black Rear Bumper w/1 Tow Hook
Black Bodyside Cladding and Black Wheel Well Trim
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Defroster
Rain Detecting Variable Intermittent Wipers
Fully Galvanized Steel Panels
Black Grille
Sliding Rear Passenger Side Door
Split Swing-Out Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Ford Co-Pilot360 - Autolamp Auto On/Off Reflector Halogen Auto High-Beam Headlamps w/Delay-Off
Headlights-Automatic Highbeams
Cab Clearance Lights
Radio w/Seek-Scan, Clock, Aux Audio Input Jack, Steering Wheel Controls and SYNC 3 External Memory Control
Radio: AM/FM Stereo -inc: 4.0" multi-function display, Bluetooth and dual USB ports
Streaming Audio
Fixed Antenna
8 Speakers (4 Front/4 Rear)
Bluetooth Wireless Phone Connectivity
1 LCD Monitor In The Front
4-Way Driver Seat
4-Way Passenger Seat
Removable Bench Front Facing Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer and Trip Odometer
Fixed Rear Windows and Fixed 3rd Row Windows
FordPass Connect 4G Mobile Hotspot Internet Access
Removable Split-Bench 3rd Row Seat Front, 3 Manual and Adjustable Head Restraints
Removable Split-Bench Front Facing 4th Row Seat Number, Control and Type Head Restraint
Removable Split-Bench Front Facing 5th Row Seat Number, Control and Type Head Restraint
Front Cupholder
Rear Cupholder
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning

Rear HVAC
HVAC -inc: Underseat Ducts
Locking Glove Box
Driver Foot Rest
Interior Trim -inc: Metal-Look Instrument Panel Insert
Full Cloth Headliner
Urethane Gear Shifter Material
Cloth Front Bucket Seats
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination
Partial Floor Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Vinyl/Rubber Floor Trim
Cargo Space Lights
Pre-Collision Assist w/Automatic Emergency Braking
Instrument Panel Bin, Driver / Passenger And Rear Door Bins
Power 1st Row Windows w/Driver 1-Touch Down
Power Door Locks w/Autolock Feature
Driver Information Center
Analog Appearance
Seats w/Cloth Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Immobilizer
2 12V DC Power Outlets
Ford Co-Pilot360 w/Side Wind Stabilization Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Lane-Keeping System Lane Departure Warning
Driver Monitoring-Alert
Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Safety Canopy System Curtain 1st, 2nd And 3rd Row Airbags
Airbag Occupancy Sensor
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Back-Up Camera

mobilityworks Commercial

Quote

Proposal #:Q344686

MobilityWorks of California LLC
7720 Sepulveda Blvd
Van Nuys, CA 91405
(818) 780-1788
EIN#: 06-1751490
fax: (818) 780-1240

Price Quote Valid for 14 Days

Gradon Greenwood Email: ggreenwood@mobilityworks.com Phone: (747) 212-5791

Billing Name	**Watsonville Ford /National Auto Fleet group**	Buyer Name	Watsonville Ford /National Auto Fleet group	Stock #	
Address	550 Auto Center Dr	Address	550 Auto Center Dr	Quote #	Q344686
City, State ZIP	Watsonville,CA 95076	City, State ZIP	Watsonville,CA 95076	Proposal Date	06/10/2024
County	SANTA CRUZ	County	SANTA CRUZ	Accepted date	
Telephone	(855) 289-6572	Telephone	(855) 289-6572		

New/Used	*Make*	*Model / Trim*	*Year*	*Color*	*To Be Delivered On Or About*
	Ford	**350 EL WAGON**	**2024**	**White**	
Type of Vehicle	*VIN*		*Mileage*	Job Reference: Customer P.O.:	

Chassis, Conversion and Additional Equipment (See Page 2 for detail):				$20,852.00
Protection Products:				$0.00
			MBW Rewards	($0.00)
			Total	**$20,852.00**
			Documentary Fee	$0.00
			Delivery	$0.00
			Sales Tax	$0.00
			Total Cash Delivered Price	**$20,852.00**
			Note 1 *Rebate(s)*	($0.00)
			GPC	($0.00)
			Third Party Payor(s)	($0.00)
	Cash Down	*Check/PO*	-	-
	Payment	*Deposit Amount + Cash Down Payment*		($0.00)
			Total Credits	**($0.00)**

Trade-In(s)						
Year	*Make*	*Model*	*Vin*	*Payoff Amount*	*Allowance*	
ONLY THOSE ITEMS AND SERVICES SPECIFICALLY WRITTEN ON THIS ORDER ARE INCLUDED IN THE STATED PRICE. ANY OTHER AGREEMENTS, UNLESS IN WRITING, ARE NOT BINDING ON SELLER.				**Amount Due Upon Delivery**		**$20,852.00**

The first and second pages of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning this purchase has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vechicle except as appears in writing on the face of this a greement.

I have read and understand the second page of this agreement and agree to it as a part of this order the same as if it were printed above my signature.I certify that I am of legal age, or older, that I have legal capacity and authority to execute this agreement on behalf of my company, and hereby ack nowledge receipt of a copy of this order.

Buyer's Signature Watsonville Ford /National Auto Fleet group

Approved By: Gradon Greenwood

Co-Buyer's Signature

This order is not valid unless signed and accepted by dealer and is only valid for 14 days.

Note 1 *OEM Incentives and availability are subject to change and the end user must meet qualifications by OEM to qualify.*

+10% on final quote = $22,937.20

mobilityworks Commercial

MobilityWorks of California LLC
7720 Sepulveda Blvd
Van Nuys, CA 91405
(818) 780-1788
EIN#: 06-1751490
fax: (818) 780-1240

Quote

Proposal #:Q344686

Price Quote Valid for 14 Days

Gradon Greenwood Email: ggreenwood@mobilityworks.com Phone: (747) 212-5791

Billing Name	**Watsonville Ford /National Auto Fleet group**	Buyer Name	Watsonville Ford /National Auto Fleet group	Stock #	
Address	550 Auto Center Dr	Address	550 Auto Center Dr	Quote #	Q344686
City, State ZIP	Watsonville,CA 95076	City, State ZIP	Watsonville,CA 95076	Proposal Date	06/10/2024
County	SANTA CRUZ	County	SANTA CRUZ		
Telephone	(855) 289-6572	Telephone	(855) 289-6572		

New/Used	*Make*	*Model / Trim*	*Year*	*Color*	*To Be Delivered On Or About*
	Ford	**350 EL WAGON**	**2024**	**White**	
Type of Vehicle	*VIN*		*Mileage*	Job Reference: Customer P.O.:	

Additional Equipment Summary

	- VIN#	
1	Ford Wood Wagon with options listed below	
1	Freedman one (1) Passenger 3PT Seat with Fixed Legs	
3	Freedman two (2) Passenger 3PT Seat with Fixed Legs	
1	Shoulder Belt Mounting Locations - Select number desired: 4 Max on 130"WB and 5 Max on 148"WB	
1	Floor- Floor Color BLACK	
2	ADD Rows of "L" Track to 3/4" commercial grade plywood subfloor	
1	Altro floor covering - LWBEL - Wagon	
1	LWB 3/4" Plywood Subfloor with Steel Floor Reinforcement	
1	Braun automatic ADA lift, 34" x 51" platform, Millennium, REAR door mounted, ADA interlock, spot lights on lift, FMVSS 403 & 404 compliant - manual roll stop	
1	Stanchion Poles Side Cargo Doors "B" Pillar	
1	shipping from Chico factory to so cal	
1	SET OF 4 SILVER SERIES RETRACTABLE RESTRAINTS, INCLUDES LAP & AUTOMATIC SHOULDER BELTS, TOP MOUNT FOR SHOULDER IS L TRACK H-370-525-HV3	

Buyer's Signature Watsonville Ford /National Auto Fleet group

Approved By: Gradon Greenwood

Co-Buyer's Signature

This order is not valid unless signed and accepted by dealer and is only valid for 14 days.

RESOLUTION NO. 2024-47-3524

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE WAIVING THE FORMAL BIDDING PROCEDURES PURSUANT TO IRWINDALE MUNICIPAL CODE SECTION 3.44.080 (E), AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT FOR THE PURCHASE OF A 2024 FORD TRANSIT PASSENGER/ADA WAGON FOR THE IRWINDALE SENIOR CENTER

WHEREAS, the Irwindale Senior Center currently has a 2004 Ford Braun Transporter 8 Passenger - ADA Van requiring extensive repairs and the parts are becoming obsolete due to the age of the vehicle; and

WHEREAS, staff is requesting to replace this vehicle with a similar model, a 2024 Ford Transit Passenger Wagon (U5X) T-350 HD 148" EL High Roof XL DRW AWD, with a Mobility Works Wheelchair Uplift (ADA Van); and

WHEREAS, Irwindale Municipal Code Section 3.44.080 (E) states that the city council may dispense with bidding when, "through cooperative purchasing with the state, the county, and other public agencies, the advantages of large-scale buying may be obtained"; and

WHEREAS, staff proposes to purchase the vehicle by a cooperative purchase through Sourcewell, a service cooperative created by the Minnesota legislature as a local unit of government (Minn. Const. art. XII, sec. 3); and

WHEREAS, education and government entities, as well as nonpublic schools and nonprofit organizations, may participate with Sourcewell as a participating agency for cooperative purchases; and

WHEREAS, the selection of National Auto Fleet Group was made based on its award of contract 091521-NAF from Sourcewell on November 16, 2021 and quotes obtained by staff; and

WHEREAS, the City Council now desires to dispense with formal bidding procedures pursuant to IMC section 3.44.080(E), authorize the issuance of a purchase order to, and execution of a purchase agreement with, National Auto Fleet Group for the purchase of an ADA vehicles.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

SECTION 1. The City Council hereby finds the above Recitals true and correct and incorporates them herein by this reference.

SECTION 2. The City Council of the City of Irwindale hereby finds that a cooperative purchase through Sourcewell, a service cooperative created by the Minnesota legislature as a local unit of government (Minn. Const. art. XII, sec. 3), is

authorized pursuant to Irwindale Municipal Code Section 3.44.080 (E) due to the advantage of large-scale buying, including substantial discounts on the purchase price that may be obtained.

SECTION 3. The City Council of the City of Irwindale hereby waives the formal bidding process for the purchase one (1) 2024 Ford Transit Passenger Wagon (U5X) T-350 HD 148" EL High Roof XL DRW AWD, with a Mobility Works Wheelchair Uplift pursuant to Irwindale Municipal Code Section 3.44.080 (E) and authorizes the issuance of a purchase order for the same.

SECTION 4. The City Council of the City of Irwindale hereby authorizes the City Manager to enter into a purchase agreement with National Auto Fleet Group, in the amount of $94,989 for the purchase of one (1) vehicle. City staff are hereby authorized to take all reasonable steps necessary to carry out the intent of this Resolution.

SECTION 5. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or the application thereof to any person or circumstances, is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the application of any other section, subsection, sentence, clause, phrase, or portion of this Resolution, and to this end the invalid or unconstitutional section, subsection, sentence, clause, phrase of this Resolution are declared to be severable. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, parts or portions thereof be declared invalid or unconstitutional.

SECTION 6. The Chief Deputy City Clerk shall attest to the adoption of this resolution which shall, in turn, have immediate effect.

PASSED, APPROVED and ADOPTED this 26TH day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }

COUNTY OF LOS ANGELES } ss.

CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-47-3524 duly adopted by the City Council of the City of Irwindale, at a regular meeting held on the 26th day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

_____

Laura M. Nieto, MMC
Chief Deputy City Clerk

Item #19.J.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Amendment No. 1 to Reimbursement Agreement with LIT Reliance II, LP (Clarion & Trammel Crow)

City Manager's Recommendation:

Approve Amendment No. 1 to the Reimbursement Agreement between the City of Irwindale and LIT Reliance II, LP for the City's consideration and processing of Reliance II Specific Plan development applications.

Administrative Action:

Prepared/Submitted by:

Kambiz Borhani, Finance Director / City Treasurer

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

Clarion/Trammel Crow, dba LIT Reliance II, LLP ("LIT"), is the current owner of the ±92-acre former mining site. The Reliance II Landfill site was previously owned by Calmat Co., dba Vulcan Materials

Company, Western Division. The site is now named the Irwindale Business Park North. The property On August 9, 2017, the City Council approved a Reimbursement Agreement between the City and Vulcan Materials Company that included reimbursement for costs incurred by the City related to development, related agreements, and consultant and attorney fees. Vulcan partnered with the Trammel Crow Company to construct a business park on the site. On November 8, 2017, the City Council approved Resolution No. 2017-88-2896 for the Reliance II Specific Plan which was adopted via the Initiative process pursuant to Elections Code Section 9214(a). The site is subject to the development standards and processes in the Reliance II Specific Plan. On March 15, 2021, Vulcan conveyed the project site to LIT.

On October 12, 2022, the City and LIT entered into a reimbursement agreement, for purposes of processing applications and plans submitted by LIT for development in accordance with the Reliance II Specific Plan. Pursuant to the terms of the Reimbursement Agreement, LIT is required to be responsible for all direct and indirect City costs related to the Improvements and the Approvals for the Project.

Currently, both the owner and the developer have requested the creation of a Community Facilities District (CFD) to fund the public improvements associated with their land development project. In order to move forward with the creation of CFD, the City will be required to solicit the services of qualified consulting firms. Staff is recommending an Agreement with Willdan Financial Services.

Because CFD formation was not originally contemplated as part of the reimbursable costs associated with the Project, LIT has agreed to reimburse the City for all direct and indirect City, City Attorney, City staff, and consultant(s) costs related to the formation of a CFD or creation of any other funding mechanism to fund the public improvements associated with the project. The attached Amendment No. 1 to Reimbursement Agreement establishes responsibility of LIT to reimburse the City for all direct and indirect costs associated with the CFD or any other funding mechanism established.

Fiscal Impact:

There is no fiscal impact. LIT will reimburse the City for all costs incurred.

Attachments:

1. LIT Reliance II, LP -Amendment No. 1 to Reimbursement Agreement

AMENDMENT NO. 1 to REIMBURSEMENT AGREEMENT

This Amendment No. 1 to Reimbursement Agreement ("Amendment No. 1") is executed this day of _____, 2024 ("**Effective Date**"), by and between the **CITY OF IRWINDALE**, a California municipal corporation ("**City**"), and **LIT RELIANCE II, LP**, a Delaware limited partnership ("**Developer**"). City and Developer may be referred to, individually or collectively, as "Party" or "Parties."

1. RECITALS

WHEREAS, October 12, 2022, the Parties entered into a Reimbursement Agreement ("**Agreement**"), for purposes of processing applications and plans submitted by Developer for development in accordance with the Reliance II Specific Plan, including consultants to assist with the Project, Improvements, and the Approvals, as those terms are defined in the Agreement, which may or may not include an analysis and approval required under CEQA laws and regulations. The City has also utilized its own staff to oversee and coordinate the processing of such applications and plans, and the City Attorney for review and negotiation of documents related to the Project.

WHEREAS, pursuant to the terms of the Agreement, Developer is required to be responsible for all direct and indirect City costs related to the Improvements and the Approvals for the Project, and for Developer to deposit funds with City in advance to reimburse City for such costs, and to establish procedures therefor.

WHEREAS, Developer has submitted a request for the creation of a Community Facilities District ("**CFD**") pursuant to the Mello Roos Community Facilities Act of 1982 (Government Code 53311 *et. seq*.) to fund the public improvements associated with the Reliance II Specific Plan. The original Project application submitted by developer and Agreement did not contemplate formation of a CFD as part of the reimbursable costs associated with the Project.

WHEREAS, the Parties desire to enter into this Amendment No. 1 to the Agreement for the purposes of Developer's reimbursement to the City for all direct and indirect City costs related to the formation of the CFD.

NOW, THEREFORE, for the purposes set forth herein, and for good and valuable consideration, the adequacy of which is hereby acknowledged, the Parties hereby agree as follows:

TERMS

1. **Contract Changes.** The Agreement is amended as provided herein. (deletions shown in ~~strikethrough~~ and additions shown in ***bold italics***).

A. Section 2 **Developer Responsibility for City Costs** is hereby amended to read in I its entirety as follows:

Developer shall be responsible for, and shall reimburse City for, all direct and indirect costs, fees and expenses of City related to review and City's undertaking of the planning, design, and permitting for the Improvements, inclusive of any City

efforts to facilitate the review and approval of Improvements by other agencies such as Union Pacific Railroad, the Los Angeles Metropolitan Transportation Authority and the California Public Utilities Commission, as may be needed, and the processing of the Approvals which, depending on the nature of the Approvals, may or may not include an analysis and approval required under CEQA laws and regulations (the "City Costs"). City Costs include, but are not limited to: (a) City Attorneys' fees, at a rate not to exceed $350.00 per hour including but not limited to, for drafting, negotiating and reviewing this Agreement, contracts with Consultants, contracts with other agencies and public agencies, and any documents that the City deems necessary in connection with undertaking of the planning, design, and permitting for the Improvements, and for the processing of the Approvals, (b) staff time required for drafting, negotiating and reviewing this Agreement, contracts with Consultants, and contracts with other agencies and public agencies, and any documents that the City deems necessary in connection with undertaking of the planning, design, and permitting for the Improvements, and for the processing of the Approvals; and (c) all costs associated with Sections 2(a) and 2(b) above, including consultant costs and fees; (d) all costs related to studies, reports and design services for the development of any Project-related infrastructure; (e) all costs related to investigations of the Property or the Project; and (f) any other fees and costs deemed necessary by the City in order to process, review, or act upon or complete the Improvements, the Project, and the Approvals, ***including, but not limited to, all direct and indirect City, City Attorney, City staff, and consultant costs related to the formation of a Community Facilities District or establishment of any other funding mechanism to fund the public improvements associated with the Project.*** City Costs will not include costs that have been incurred by the City prior to Developer's acquisition of the Site on May 15, 2021. Developer's obligation to deposit and reimburse City Costs are in addition to Developer's duty to indemnify, defend, and hold harmless City, as set forth in Section 8, below.

2. Continuing Effect of Agreement. Except as amended by this Amendment No. 1, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement, as amended by this Amendment to the Agreement.

3. No Obligation to Approve Project. The Parties expressly re-affirm that this Amendment No. 1 shall in no way obligate the City to grant any Approvals or take any particular action related to an application for any Approvals, including the formation of a Community Facilities District.

4. Affirmation of Agreement; Warranty Re Absence of Defaults. City and Developer each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than as provided herein. Each party represents and warrants to the other that the Agreement is currently an effective, valid, and binding obligation.

Dev represents and warrants to City that, as of the date of this Amendment No. 1, City is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

City represents and warrants to Consultant that, as of the date of this Amendment No. 1, Consultant is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

5. Adequate Consideration. The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment No. 1.

6. Authority. The persons executing this Amendment No. 1 on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment No. 1 on behalf of said party, (iii) by so executing this Amendment No. 1, such party is formally bound to the provisions of this Amendment No. 1, and (iv) the entering into this Amendment No. 1 does not violate any provision of any other agreement to which said party is bound.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

CITY:

CITY OF IRWINDALE, a California municipal corporation

By:_____
Julian Miranda, City Manager

ATTEST:

By: _____
Laura M. Nieto, Chief Deputy City Clerk

APPROVED AS TO FORM:

By:_____
Adrian Guerra, City Attorney

DEVELOPER:

LIT RELIANCE II, LP, a Delaware limited partnership

By:_____
Name:
Title:

By:_____
Name:
Title:

Two corporate officer signatures required when Developer is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. DEVELOPER'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO DEVELOPER'S BUSINESS ENTITY.

Item #19.K.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Award Willdan Financial Services Contract for Formation of Community Facilities District

City Manager's Recommendation:

Approve Agreement with Willdan Financial Services for a not-to-exceed amount of $47,500; and authorize the City Manager to sign the Agreement, subject to final language approval of the City Attorney; and

Administrative Action:

Prepared/Submitted by:

Kambiz Borhani, Finance Director / City Treasurer

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

BACKGROUND

The City has two Assessment Districts (ADs) to cover the costs of certain maintenance and improvements. Initially, in 2001/2002, a Sewer and Street Lighting Maintenance District was created for

the 116-acre Irwindale Business Center to fund costs associated with street lighting and sewer maintenance of the said area in the City.

Although the creation and the management of ADs have generally been successful, they do not offer the flexibility needed to fund improvements as the property moves towards ultimate build-out. This is due to the fact that the City does not have the financial capacity to subsidize maintenance costs associated with future development, such as street maintenance, public parks, or other improvements within the City's right of-way. However, Community Facilities Districts (CFDs) offer a similar methodology to taxing parcels, while allowing for a greater range of authorized improvements and services as the City enters into new Development Agreements.

Currently, the developer for the Reliance II land development project, Clarion/Trammell Crow Company, dba LIT, has requested the creation of a CFD to fund the public improvements associated with their land development project - Reliance II. The creation of a CFD is proposed by the Developer.

DISCUSSION

A CFD is a special tax district provided for in State Law that funds public improvements and ongoing services within an identified area. The Mello-Roos Community Facilities District Act of 1982 authorized local governments to create CFDs for the purpose of selling tax-exempt bonds to fund public improvements and collect revenues to pay for public improvements. Also authorized is the collection of revenue to fund services and maintenance associated with the new development (a CFD utilizing Government Code 53311-53368.3 for maintenance of facilities and services). Requirements for creating a CFD include several procedural actions by the City Council and affected property owners, such as an application, petition, Resolution of Intention including Rate and Method of Apportionment and Boundary Map, Resolution of Formation, property owner election, Public Hearing, and recordation of Notice of Special Tax. Prior to the formation of a CFD, it must be approved by a two-thirds majority of the qualified voters within the proposed district boundaries. As a general practice when forming a new funding mechanism associated with residential development that relies on a property assessment, the election regarding the imposition of an assessment is held before the property is subdivided, and lots are sold to individual homeowners. The additional applicable assessment rate is therefore disclosed to prospective owners by the developer/builder.

Although the City will seek City Council concurrence on the maintenance of improvements or services, the Mello-Roos Community Facilities Act of 1982 (Government Code 53311 et. seq.) can fund 100% of the cost of the following capital improvements:

- Street improvements
- Water, Sewer, Storm Drain improvements
- Parks, Libraries, Schools and other Public buildings
- Development Impact Fees for any of the above

Additionally, a CFD Special Tax can fund 100% of the maintenance cost of the following improvements and services:

- Police protection services
- Fire protection and suppression services
- Ambulance and paramedic services
- Recreation programs
- Libraries

• Schools

• Parks, parkways and open space maintenance

• Flood and storm protection services

• Street maintenance

In order to move forward with the creation of this CFD, the City will be required to solicit the services of qualified consulting firms. Staff is recommending an Agreement with Willdan Financial Services.

Willdan Financial Services (Willdan) has been providing public agencies with a comprehensive approach to special district consulting since their inception in 1988. The cost to form a CFD is approximately $45,000 to $60,000, depending on the size and complexity of the CFD. For the Reliance II project, Willdan has proposed a cost of $47,500 for cost engineering and CFD formation services. The scope-of-work within the attached proposal outlines the tasks necessary for the preparation of the budget and costs associated with the maintenance of the improvements, special tax analysis, and preparation of required documents, including the Rate and Method of Apportionment of Special Tax (RMA) and CFD Report, and the completion of the procedural tasks necessary to execute the formation of the CFD.

All City incurred fees will be paid by the developer through a deposit collected by the City prior to initiating the development of the CFD, pursuant to Amendment No. 1 to the Project Reimbursement Agreement with LIT Reliance II, which is submitted to the City Council for separate consideration.

Irwindale Municipal Code (IMC) 3.44.020 Definition of “Services” exempts professional or other contractual services for which the procedure for procurement is specifically provided by law or approved city procedures or are in their nature unique and not subject to competition. The City has adopted a Purchasing Policy, which sets forth the procurement process for Professional Services. City staff have complied with Irwindale Purchasing Policy Section 5 Professional Consultant Selection requirements such that the contract is exempt from the centralized purchasing requirements of IMC Chapter 3.44, per IMC sections 3.44.060 and 3.44.080(D).

Fiscal Impact:

There is no fiscal impact to the City. All fees will be paid by the Developer, Clarion/Trammel Crow, dba LIT.

Attachments:

1. Exhibit A-1 to Contract
2. Professional Services Contract - Willdan CFD Formation

City of Irwindale, CA

Proposal

Cost Engineering and CFD Formation Services

WILLDAN

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March 14, 2024

Mr. Eddie Chan
Director of Engineering
City of Irwindale
16102 Arrow Highway
Irwindale, CA 91706

Re: Proposal for Cost Engineering and CFD Formation Services

Dear Mr. Chan:

Per our correspondence and your request, the following proposal outlines Willdan Financial Services' ("Willdan") proposal to assist the City of Irwindale ("City") with the formation of a Community Facilities District (CFD) to fund the annual maintenance associated with a sewer line in conjunction with IBC North. This scope of services includes tasks necessary to determine the annual costs associated with the project and form the CFD for ongoing maintenance and operations.

The scope of services included in this proposal outlines the tasks necessary for the preparation of the budget for the proposed CFD, including maintenance and services, as well as special tax analysis, preparation of required documents, including the Rate and Method of Apportionment of Special Tax (RMA) and CFD Report, and the completion of the procedural tasks necessary to execute the formation of a CFD. It also includes a task to either create or update the City's existing CFD Goals and Policies, a document that must be adopted before the first CFD formation.

We Serve as an Extension of Staff — Willdan takes to heart the fact that we represent the City when working and/or speaking with residents, business owners, developers and with other industry professionals such as financial advisors, underwriters, bond attorneys and appraisers. Our goal is to effectively manage the formation process, so that City staff can focus on other responsibilities. We actively manage projects with a focus on the overall timeline, so that staff is provided timely and accurate work products without having to expend their valuable time managing the process.

Staff Continuity — Mr. Chris Fisher and Mr. Mike Medve have been assigned to serve as the City's representatives for this engagement. They have been selected for this role due to their extensive recent experience with numerous CFD projects, and most importantly, their previous work with and understanding of the City of Irwindale.

Depth of Firm Resources – Willdan has more than 80 professionals assisting local public agencies by providing formation and administration services for CFDs, special taxes and other types of assessment/local improvement districts; including calculations specific to arbitrage rebate; preparation and dissemination of continuing disclosure reports; and staff augmentation support.

We have been providing these services for over 35 years as a consistent leader in the industry and possess the deep staff resources to ensure this project will stay on schedule, with attention to detail and quality throughout. While the resumes of our core team members are provided within, we understand that project requirements can change quickly, requiring the need for additional resources.

Consideration of Practical and Administrative Matters in Community Facilities District Formations – With our long history of administering CFDs, we understand the complexities involved in developing special tax methodologies that are tailored to address specific financing objectives of a project, balanced with goals of equity, flexibility and simplified ongoing administration. Our special tax methodologies can accommodate phasing of construction and debt issuance, multiple land uses, and multiple funding purposes, while also being straightforward and practical.

Provisions and features can be incorporated into the CFD methodology that ensure the proposed district balances the funding needs of the project, while clarifying and simplifying future management and administrative tasks and processes. We will create the documentation and applicable methodology in an understandable and practical manner that may be easily interpreted for ongoing administration of the district. We will also ensure that the special tax methodology is based on data that is readily attainable and that deadlines specified for certain tasks or triggers make sense and can be reasonably met.

Mr. Mike Medve will serve as the primary contact person for this project, provided in the table below is his contact information. I, Chris Fisher, am an officer of the firm, and authorized to negotiate and bind the firm.

Willdan Financial Services

Project Manager

Mike Medve
Principal Consultant
27368 Via Industria, Suite 200 | Temecula, CA 92590
Tel #: (951) 587-3500 | Fax #: (951) 587-3510
Email: MMedve@Willdan.com

Sincerely,

WILLDAN FINANCIAL SERVICES

Chris Fisher
Vice President / Director

Scope of Services

Project Understanding and Approach

We understand that the City of Irwindale ("City"), wishes to form a Community Facilities District (CFD), in conjunction with IBC North, to fund the annual maintenance associated with a project-specific sewer line. The district would form the basis for a CFD and would ensure that the IBC North project provides revenue to help fund City services.

Our approach to this CFD formation includes and starts with a review of the City's existing Goals and Policies. If the City does not have an adopted Goals and Policies document, we will create one. Otherwise, we will review to ensure they are consistent with the goals of this proposed CFD, and if necessary, amend and update them. Following this, the work then proceeds immediately with the necessary analysis and steps to establish the proposed district.

The formation will be driven by data related to the services to be funded with the CFD, and a comprehensive special tax analysis. This analysis will consider the costs needed to maintain the improvements and the ability of the project land uses to support those costs. We will gather necessary data for this analysis directly from developers (property owners), as well as from the City, County, and other sources, as necessary. By identifying the level to which properties can be fairly and equitably taxed, we will develop a special tax model that will accurately forecast the aggregate special tax revenue that can be generated and, therefore, guide the City in the development of a budget for the proposed services. The special tax analysis will be presented to City staff, and feedback will be incorporated as required. Once the analysis is finalized, we will use this as the foundation for the development of the special tax methodology and, ultimately, the Rate and Method of Apportionment of Special Tax (RMA). Finally, we will coordinate each step of the formation process.

Below is Willdan's proposed scope of services described in detail. We want to ensure that the following is responsive to the needs of the City and will work with City staff to revise our proposed work plan based on input prior to approval of a contract, and as needed during the course of the project.

Phase One - Community Facilities District Formation

The following outlines the steps associated with the formation of a CFD for the funding of municipal services.

Project Kick-off Meeting

Following receipt of an authorization to proceed, we will discuss the process and objectives for this formation with the City and identify additional documents or information that may be needed. This discussion may include developers/landowners and/or their representatives. As needed throughout the project, we will coordinate with the City, City staff, and directly with the developer(s), their consultants to gather required information for the proceedings.

Specifically, the kickoff discussion will include the following:

- Goals and Policies discussion;
- Confirmation of the objectives of the CFD formation;
- Confirmation of the services to be funded by the CFD;
- Discussion of necessary data, its sources and availability;
- Outlining the process and steps necessary for the formation;
- Development of a draft timeline of events and milestones;
- Identification of key participants and areas of responsibility; and
- A general discussion of potential challenges or obstacles, whether practical (lack of data), political, public (perception or acceptance) or other.

Goals and Policies Review

Based on the discussions during the kick-off meeting, Willdan will review existing CFD Goals and Policies.

These City policies for the formation and use of CFDs must be approved by the legislative body prior to the formation of any CFDs. It sets policies for the formation of CFDs in the City, including limits to the cumulative effective tax rate of properties within the district, value-to-lien requirements, and other aspects of the CFD formation process. The draft document will be provided to and discussed with City staff to ensure that it is an accurate reflection of the agency's intent.

Changes will be made as necessary, and the document will be submitted to the City Council for approval. Policies are typically approved in conjunction with the first required meeting of the formation process (the Resolution of Intention – see below).

Background Research

Willdan will work with the developer and City staff to identify and develop a full listing of services to be funded by the CFD and prepare a narrative description to be included in the Community Facilities District Public Report.

Willdan will research property ownership and development plans. In addition, Willdan will contact the County Registrar's Office to confirm the number of registered voters within proposed district boundaries to ensure there are less than twelve (12) registered voters, which will allow for a landowner election.

Preliminary Cost Analysis and Development of Tax Methodology

A preliminary pro forma of the CFDs revenues and estimated expenses (based upon preliminary estimates, as available) will be presented for evaluation and discussion. We will construct a special tax analysis that will be designed to identify the costs and special tax revenue that can be generated from the types of property proposed for the district. While our analysis will incorporate the proposed property development planned for the current project In addition, we will utilize comparable data from neighboring cities to determine proposed tax burdens on the developments.

Once we complete the special tax revenue projection, we will use this to create the special tax methodology that will be included in the RMA. The maximum proposed special taxes will be designed to generate sufficient revenue to meet CFD objectives and fairly tax expected properties consistent with established development requirements and policies.

Based on gathered information, Willdan will begin to prepare a preliminary cost evaluation.

If requested, Willdan will prepare multiple spreads that are based upon different service assumptions. Willdan will also develop special tax categories for property types within the CFD.

Develop the special tax structure for the RMA based on the boundaries of the CFD, operation and maintenance services to be funded, and proposed development. An analysis will be required to determine an equitable spread of the overall burden, taking into account the nature of the services and the area that they will serve.

Rate and Method of Apportionment of Special Tax (RMA)

An RMA of Special Tax for the Resolution of Intention will be prepared and, if necessary, will include improvement areas and/or tax zones to ensure maintenance and operations costs for properties within the CFD are equitably apportioned. The RMA will clearly describe the special tax methodology developed in the preceding step, the associated definitions, priority, and method by which properties in the CFD will be taxed, the special tax rates for each property type, and contain all other information (as required) by the Mello-Roos Community Facilities Act of 1982. This document will be included with the Resolution of Intention, which is adopted by the City Council to initiate the CFD formation process.

Community Facilities District Report

Willdan will prepare a preliminary CFD Report that includes a description of the public services to be provided, cost estimates related to these activities, incidental expenses, the RMA, and other information necessary to meet the requirements of the Mello-Roos Community Facilities Act. If requested, Willdan will present the CFD Report to the City Council and field questions received at the Public Hearing. The CFD Report will include the following components:

- A description of the proposed services and maintenance to be funded;
- Cost estimates; and
- A projection and explanation of the annual special tax rates by special tax classification for each year that services are funded.

Document Review and Preparation

Willdan will prepare drafts of the required petition, Consent and Waiver documents, and notices/ballots for review Willdan will prepare a boundary map of the proposed area to be included in the CFD that meets the requirements of the Community Facilities Act and the City’s Goals and Policies.

Willdan will prepare drafts of the required petitions, Consent and Waiver documents, and notices/ballots; for the City's review and comment.

At the City's request, Willdan will prepare a presentation to City Council for the Intent Meeting.

Willdan will print the final boundary map after the Intent Meeting on the material and size required by the County of Los Angeles and coordinate recordation of the boundary map with the City and the County Recorder.

Willdan will prepare the letter and exhibit for confirmation of the number of registered voters from the County of Los Angeles and obtain certification of findings.

Public Hearing and Notice of Special Tax Lien

Willdan will prepare a script to be followed by the City Clerk and City Council at the election meeting/Public Hearing.

At the City's request, Willdan will prepare a presentation to City Council for the election meeting/Public Hearing.

After successful formation of the CFD, Willdan will then coordinate the recordation of the "Notice of Special Tax Lien."

If the City is unable to garner 100 percent consent waiver from the affected property owners and a regular special tax election is required, the City attorney will be responsible for preparing the required impartial analysis and ballot arguments with Willdan's assistance in coordinating the process.

After successful formation of the CFD, Willdan will coordinate the recordation of the "Notice of Special Tax Lien."

Formation Project Meetings

While we expect that the majority of communications and sharing of information for this project may be conducted via e-mail and conference calls, our proposed scope of services anticipates the need for Willdan to attend up to three (3) in-person meetings. These include: a project meeting with City staff/developer(s)/council members, the Council meeting for the adoption of the Resolution of Intention, and the Council meeting for the Election/Public Hearing.

Phase Two - Cost Engineering

Willdan Engineering will undertake the professional engineering services for the City of Irwindale, related to the cost of the public sewer improvements associated with phase 1 of the IBC North Project by developer Trammell Crow. Willdan understands that the City received an application for the development of Building 1 of the IBC North Development by Trammell Crow located at the Southwest corner of Foothill Boulevard and Irwindale Avenue. The City has requested a proposal from Willdan to process the cost estimate for the sewer improvements of Lot 1.

This phase is based on the preliminary Phase 1 Sewer master plan dated 12/20/23 by Alliance Land Planning & Engineering Inc. The plan shows an onsite pump station with a force main conveying wastewater to an existing 8" VCP Sewer at the intersection.

It is assumed that all onsite sewer will be maintained by the developer and the assessment will be based on the mainline sewer improvements within Foothill Blvd. Based on an initial review of the provided master sewer plan it is recommended that the parcel convert to gravity sewer prior to entering public R/W to allow only gravity main within public right of way. This can be discussed further with the City as needed. The following is a breakdown of the work included.

Operations and Maintenance Technical Memorandum

Willdan will develop a technical memorandum outlining the required maintenance activities required for the public sewer. The memorandum will determine the schedule of required maintenance activities such as sewer cleaning, inspection and root cutting and removals that may be required. The purpose of this memo is to set a maintenance schedule to allow for an engineering estimate of maintenance costs throughout the life cycle of the pipe.

Engineer's Opinion of Probable Cost (OPC)

Willdan will develop an estimate of construction cost of the proposed public sewer line within Foothill Blvd required to service building 1 of the proposed development. Additional buildings are not included but can be added under a separate scope and fee negotiated with the City. The City and/or developer will need to provide final sewer improvement plans that outline the proposed sewer improvements showing specifically public vs private ownership and maintenance responsibilities of the lines.

Willdan will utilize the provided plans to tabulate required quantities associated with costs of the proposed sewer improvements and any associated fittings and manholes required to construct the line. Willdan will develop opinions of probable cost based on recent bid data within the proximity of the project and also County and Caltrans available construction cost data for the required costs. This cost of construction can be used to develop the annualized replacement cost of the pipe over the design life cycle. Additionally sewer maintenance costs over the design life cycle of the improvements will be calculated based on the maintenance schedule determined in the technical memorandum.

Additional services for overall cost estimates, reports and annual reports for any future annexations or additional buildings and lots will be under a separate scope and fee proposal negotiated with the City.

Optional – Bid Support

At the City's request, we will review the improvement plans and prepare bid sheets for annual maintenance.

Our engineering team will review the improvement plans provided by the Developer to ensure the constructability of the proposed improvements. This review will also include intelligence gathered during a field visit to verify existing conditions and impacted public improvements, and constructability. Upon completion of the review and fieldwork, and review of the plans, the maintenance cost estimate will be developed for this project, bid quantities will be calculated, and bid sheets and contract documents prepared in order to facilitate the City's bidding out of the maintenance for the proposed improvements.

Client Responsibilities

As we do not practice law, we ask that your attorney, or other designated counsel, review the documents Willdan prepares. We will, however, assist your attorney in identifying pertinent legal issues and modifications necessary before the documents are implemented.

For the formation of a special district the City will be responsible for providing the following items:

- Copies of the City's Goals and Policies for CFDs.
- Proposed project development information, including (as applicable):
  - Detailed development plans.
  - Data on proposed product mix (e.g., commercial types [retail, office, etc.]).
  - Estimated construction and absorption schedules.
  - Maps and/or diagrams of the proposed project area.
- Information (as necessary) related to General and Specific Plans for the areas to be included in the CFD, as well as zoning information.
  - Various maps of the area (either electronically or in hardcopy, as needed) for the performance of the assessment evaluation, including:
    - Boundary maps,
    - General Plan maps,
    - Zoning maps,
    - Assessor parcel maps,
    - Improvement maps indicating the design and location of the proposed facilities,
    - Subdivision maps, or
    - Related development diagrams.
  - Pertinent budget information, including but not limited to estimated/projected per capita staffing and expenses for public safety, per capita or per unit park requirements, anticipated maintenance costs, and City overhead and/or administration.
  - Samples of sufficiently detailed resolutions (in an electronic format) to establish the required format for preparation of the CFD resolutions by Willdan.
  - Publication of City Council meetings/public hearings notices in the local newspaper.
  - Review of draft RMA, reports, and resolutions prior to the preparation of final documents. This review is, typically, performed by City staff; but may also include a review by the City's legal counsel.
  - Opinions (as requested) from the City attorney's office.

The City further acknowledges that Willdan shall be relying upon the accuracy and validity of the information provided by the City, developer, and County of Los Angeles Assessor, and agrees that Willdan shall not be liable for any inaccuracies contained therein.

Project Disclaimer

The City of Irwindale further represents, acknowledges, and agrees that:

(i) The City uses, or may use, the services of one or more municipal advisors registered with the U.S. Securities and Exchange Commission ("SEC") to advise it in connection with municipal financial products and the issuance of municipal securities;

(ii) The City is not looking to Willdan to provide, and the City shall not otherwise request or require Willdan to provide, any advice or recommendations with respect to municipal financial products or the issuance of municipal securities (including any advice or recommendations with respect to the structure, timing, terms, and other similar matters concerning such financial products or issues);

(iii) The provisions of this proposal and the services to be provided hereunder as outlined in the scope of services are not intended (and shall not be construed) to constitute or include any municipal advisory services within the meaning of Section 15B of the U.S. Securities Exchange Act of 1934, as amended (the "Exchange Act"), and the rules and regulations adopted thereunder;

(iv) For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the City with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the City, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the City, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, including any revisions or amendments thereto; and

(v) Notwithstanding all of the foregoing, the City recognizes that interpretive guidance regarding municipal advisory activities is currently quite limited and is likely to evolve and develop during the term of the potential engagement and, to that end, the City will work with Willdan throughout the term of the potential Agreement to ensure that the Agreement and the services to be provided by Willdan hereunder, is interpreted by the parties, and if necessary amended, in a manner intended to ensure that the City is not asking Willdan to provide, and Willdan is not in fact providing or required to provide, any municipal advisory services.

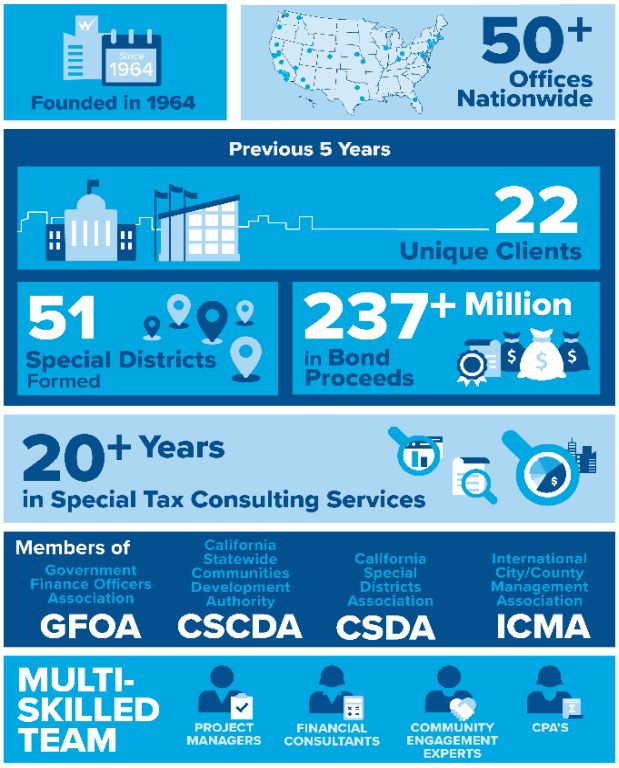
Company Information

Firm Profile

Willdan Financial Services, a California Corporation, is an operating division within Willdan Group, Inc. (WGI), which was founded in 1964 as an engineering firm working with local governments. Today, WGI is a publicly traded company (WLDN). WGI, through its divisions, provides professional technical and consulting services that ensure the quality, value and security of our nation's infrastructure, systems, facilities, and environment. The firm has pursued two primary service objectives since its inception—ensuring the success of its clients and enhancing its surrounding communities.

A financially stable company, Willdan has approximately 1,600 employees working in more than a dozen states across the U.S. Our employees include a number of nationally recognized Subject Matter Experts for all areas related to the broadest definition of connected communities.

Willdan has solved economic, engineering and energy challenges for local communities and delivered industry-leading solutions that have transformed government. Today, we are leading our clients into a future accelerated by change in resources, infrastructure, technology, regulations, and industry trends.



Willdan Financial Services

Established on June 24, 1988, Willdan Financial Services is a national firm, and is one of the largest public sector financial consulting firms in the United States. Since that time, we have helped over 800 public agencies successfully address a broad range of financial challenges, such as financing the costs of growth and generating revenues to fund desired services.

Our staff of over 80 full-time employees supports our clients by conducting year-round workshops and on-site training to assist them in keeping current with the latest developments in our areas of expertise. Willdan assists local public agencies by providing the following services:

Willdan Financial Services	
Services	
▪ Special Financing District formation and restructuring; ▪ Utility rate and cost of service studies; ▪ User fee studies; ▪ Cost allocation studies; ▪ Real estate economic analysis; ▪ Property tax audits; ▪ Housing development and implementation strategies;	▪ Development impact fee establishment and analysis; ▪ Economic development strategic plans; ▪ Special Financing District administration services; ▪ Municipal advisory services; ▪ Feasibility studies; ▪ Arbitrage and continuing disclosure services; ▪ Debt issuance support; and ▪ Long-term financial plans and cash flow modeling.

Unique Experience, Resources, and Capabilities

Special District Experience

Since our inception, Willdan has offered public agencies a comprehensive approach to special district consulting by including district formation and administration; delinquency management; continuing disclosure; and arbitrage rebate in our service offerings. This multi-service approach allows us to facilitate the flow of information between the different service areas, which creates less of a draw on agency staff time and reduces costs for these services.

Willdan has prepared Engineer's Reports and Special Tax Reports for over 800 separate special districts

It also ensures that solutions and approaches provided in one area of work are consistent with overall policies and objectives. For instance, we form special districts with specific features to allow for ease of administration, as well as future annexations of new developments to the district. Finally, methodologies are created in a manner that allows for consistent application of agency policies from project to project. In view of our experience, Willdan is committed to:

- Having highly qualified core staff actively involved in day-to-day operations;
- Providing comprehensive and proactive customer service;
- Interfacing in a friendly and helpful manner with an agency's governing body, staff, community organizations, and the public in general;
- Keeping up to date on the latest technology that allows specific data to be made available via the Internet to public agency staff, investors, and property owners at no additional charge;
- Staying current on legislation impacting the formation and administration of CFDs, such as SB 165, AB 2851 (annual reporting requirements), and AB 373 (recent modifications to Mello-Roos law); and
- Closely following legislation and legal proceedings involving assessments and other types of special districts, particularly issues related to Proposition 26 and 218.

In utilizing our broad range of experience, amassed over 30 years from supervising and being consistently at the forefront of innovative approaches to special district formation and administration services, our methods and approaches support practical requirements.

In fact, ***we have prepared Engineer's Reports and Special Tax Reports for over 800 separate special districts,*** including Business Improvement Districts, 1972 Act Landscaping and Lighting Districts, Mello-Roos Community Facilities Districts (CFDs) and 1982 Act and 1913/15 Act Assessment Districts formed to finance infrastructure improvements and/or services and maintenance. Furthermore, Willdan possesses extensive experience developing budgets and forming CFDs and Assessment Districts for a variety of purposes.

Resources and Capabilities

Firm Resources

Willdan assists local public agencies by providing formation services for Community Facilities Districts and assessment/local improvement districts; administration of special taxes, assessments, standby charges and utility rates, landscaping and lighting districts; arbitrage rebate calculations; continuing disclosure reports preparation and dissemination; and staff augmentation support. We have been providing these services for over 34 years; decades later, Willdan continues to be a leader.

Consideration of Practical and Administrative Matters in Special District Formations

We understand the complexities involved in developing a special tax methodology that is tailored to address the specific objectives of the project and balancing that with the desire to simplify the future administration of the CFD. The tax formula should be able to accommodate multiple land uses and multiple funding purposes, and possibly account for potential future development and annexations to the CFD, while also being straightforward to apply. Our district formation experience coupled with more than 30 years of providing administration services for special taxes and assessments is unmatched, allowing us to approach formations in a holistic manner.

Provisions and features can be incorporated into the CFD methodology that ensure the proposed district balances the funding needs of the project, while clarifying and simplifying future management and administrative tasks and processes. We create documentation and applicable methodology in an understandable and practical manner that may be easily interpreted for ongoing administration of the district.

State of the Art Technology & Data Security

MuniMagic+, which was released in September 2018, is the newest version of the proprietary software utilized by Willdan. Due to changing regulations, it was important to build a more moldable system that can manage special district types not only in California, but in other states as well. MuniMagic+ is hosted in the Cloud utilizing Amazon Web Services (AWS) and contains data for more than 16 million parcels. The Web application provides a rich user experience via any modern web browser and has the ability to scale under load and recover from geographic disasters. Our data is stored securely and continuously backed up to the Cloud and, with the help of AWS managed services, our application is monitored 24/7. The data within MuniMagic+ includes county assessor data, and other supplementary data identifying parcel characteristics.

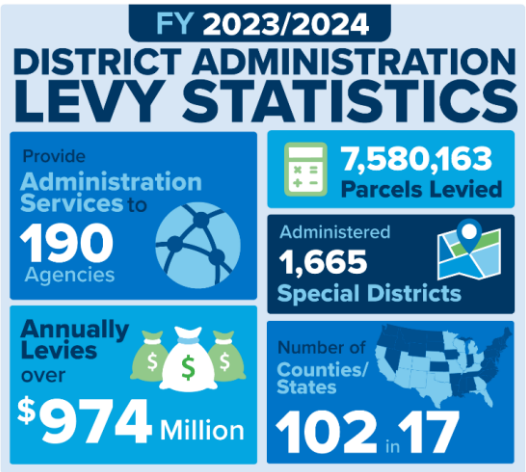
Serve as an Extension of Staff

Willdan takes to heart the fact that we represent the Client when working and/or speaking with residents, business owners, developers and with other industry professionals such as underwriters, bond counsel and appraisers. Our goal is to take care of and effectively manage the special district formation and administration process, so that staff can focus on other responsibilities. We actively manage projects with a focus on the overall timeline, so that staff is provided timely and accurate work products without having to expend valuable time managing the process more than necessary.

One of our most important roles has been educating and helping staff to understand Community Facilities District concepts, how they apply to the special district processes and procedures, and how they can help the agency achieve primary financial objectives. Willdan will impart our knowledge to key staff through education and day-to-day efforts throughout the project and beyond.

District Administration

Willdan's District Administration Services ("DAS") group addresses the ongoing day-to-day activities associated with the long-term administration of bonded and "pay-as-you-go" special taxes, assessments, fees, utility rates, and standby charges. These types of services demand accurate, timely and knowledgeable treatment of many details. Subsequently, Willdan focuses on quality control and brings the advantage of current technology and knowledge of recent legislation to our clients. ***The graphic to the right provides a snapshot of Willdan's district administration experience specifically for Fiscal Year 2023/2024.***



Quality Assurance Process

Willdan's standard administration practice includes an additional three levels of review for our products and deliverables in which report presentation or work product dissemination is scrutinized, levy data is updated from the most recent county secured roll information, all parcel changes and potential rejects are researched and reconciled, new APNs are identified, and the proposed assessment/tax amounts are recalculated and resubmitted. As demonstrated by the workflow chart to the right, the three supplementary levels that Willdan staff performs for all work products primarily consist of:

- Peer review;
- Project manager review; and
- Final quality assurance manager review.

In addition, another key to our success is having a designated principal consultant responsible for implementing quality control measures. Mr. Robert Quaid, a former Certified Public Accountant, has been instrumental in preparing quality control checklists and sign-off mechanisms for each of our administration services. These quality control measures are embedded in the latest evolution of MuniMagic+ and are a required element of the day-to-day analyst and project management activities within the group.

Recent Formation Projects

Identified in the table below is a partial list of recent Willdan formation projects that are either currently in process, ongoing or recently completed.

Willdan Financial Services
Recent Special Tax Consulting Projects

Agency Name	Project/District Name
California Statewide Communities Development Authority	CFD 2018-02 Improvement Area No. 1 (McSweeny) CFD 2018-02 Improvement Area No. 2 (McSweeny) CFD 2020-02 Improvement Area No. 1 (Atwell) CFD 2020-02 Improvement Area No. 2 (Atwell) CFD 2020-02 Improvement Area No. 3 (Atwell) CFD 2021-02 (Citro)
City of Chula Vista	CFDs 18-1 & 18-M (Bayfront) *(Facilities & Services)* CFD 97-2 *(Facilities)* CFD 13-M *(Facilities)* CFD 16-I (Millennia) *(Facilities)* CFD 17-I (Western CV Infill)
City of Colton	CFD 2021-1 *(Services)* CFD 2021-2 *(Services)*
City of Irvine	CFD 2013-3 Improvement Area No. 8 Annexation No. 4 CFD 2013-3B Improvement Area No. 12 CFD 2013-3B Improvement Area No. 13
City of Galt	Liberty Ranch CFD Formation *(Facilities)* Public Services CFD *(Services)*
City of Gonzales	Enhanced Infrastructure Financing District
City of Lancaster, CA	CFD 2021-1 *(Services)*
City of Palm Desert	University Park CFD Refunding and Formation *(Facilities)* CFD 2023-1 *(Services)*
City of Perris	Green Valley *(Facilities)* CFD 2021-1 *(Facilities)* CFD 2022-1 *(Facilities)* CFD 2022-2 *(Facilities)*
City of Rancho Mirage	CFD #4A *(Facilities)* CFD #4B *(Facilities)* CFD #4C *(Facilities)* CFD #5 *(Facilities)*
City of Rialto	CFD 2019-2 CFD 2020-1 (El Rancho Verde)
City of Richmond	Point Molate CFD No. 2022-1
City of Santa Paula	CFD No. 2 (Harvest at Limoneria) Formation *(Services/Facilities)*
City of Upland	Sycamore Hills CFD (2015-1) *(Facilities)* Harvest CFD (2016-1) *(Facilities)*
County of San Diego	Sweetwater CFD Formation *(Services)* Park Circle CFD Formation *(Services)* Meadowood CFD Formation *(Services)* Horse Creek Ridge CFD Formation *(Services)* Piper Otay CFD Formation *(Services)* Otay 250 CFD Formation *(Services)*
Contra Costa County Fire Protection District	CFD Formation Services
Cucamonga School District, CA	CFD 2019-1 *(Facilities)*
Marin County Open Space District, CA	CFD Formation and Overlay Services
San Jacinto Unified School District	CFD 2020-1 *(Facilities)* CFD 2021-1 *(Facilities)* CFD 2022-1 *(Facilities)* CFD 2024-1 *(Facilities)*
Sulphur Springs School District, CA	Special Tax Consulting Services

Key Personnel

Project Team

Our management and supervision philosophy is simple: staff every position with experienced personnel to deliver a superior product and deliver effective results on time and on budget. With that philosophy in mind, we have selected the following individuals for this engagement.

The team presented within this proposal has worked collectively on numerous projects; an established work practice between the team members has been forged, this proven long-standing system has benefited our clients.

Our employees know and understand the problems facing local government under the current economic climate, and we have oriented our practice to support an agency's modified budget policies and public service priorities.

City of Irwindale | Special District Formation Project Team

Key Team Member	Project Role	Responsibility to the Engagement
Chris Fisher **Vice President/Director**	Principal-in-Charge	▪ Technical guidance; ▪ Project oversight; ▪ Quality assurance & control; and ▪ Meeting and presentation attendance.
Mike Medve **Principal Consultant**	Project Manager	▪ Task oversight; ▪ Produce key elements of the analysis; ▪ Responsible for project deliverables; ▪ Report evaluation; and ▪ Meeting and presentation attendance.
Ron Stein, P.E., QSD, ENV SP **Project Manager**	Engineering Project Manager	▪ Task oversight; ▪ Produce key elements of the analysis; ▪ Responsible for project deliverables; ▪ Memorandum preparation; and ▪ Request for proposal oversight.
Tyler Green **Senior Analyst**	Project Analyst	▪ Collect, interpret, and analyze key data; ▪ Client staff coordination; ▪ GIS files parcel database linkage; ▪ Report preparation; and ▪ Meeting and presentation attendance.

Staff Continuity

It is important to note that Mr. Fisher has been with Willdan for over 24 years, ensuring the City of Irwindale of continuity and dedication in staffing during the completion of the project.

Mr. Fisher is the Principal-in-Charge for Special District Formation engagements; he serves in this role due to his extensive experience, which includes the preparation and supervision of numerous studies, as well as his experience presenting to governing bodies, stakeholders, and industry groups.

Willdan as a whole is composed of over 1,500 employees, including a cadre of public finance experts. If necessary, Mr. Fisher can recruit additional, qualified individuals from our employee roster to assist with the completion of the engagement to deliver the final materials on time and within budget.

Chris Fisher

Principal-in-Charge

Education

Bachelor of Science in Finance, San Francisco State University

Areas of Expertise

Multi-disciplinary Team Management

Special District Formations

Cost of Service Studies

Proposition 218

Utility Rate Studies

Client Presentations

Affiliations

California Society of Municipal Finance Officers

Municipal Management Association of Northern California

California Municipal Treasurers Association

24 Years' Experience

With 24 years of experience at Willdan, Mr. Fisher has managed an array of financial consulting projects for public agencies in California, Arizona, Colorado, Texas, and Florida, coordinating the activities of resources within Willdan, as well as those from other firms working conjointly on projects. He is one of the firm's leading experts for special district financing related to public infrastructure, maintenance, and services including public safety.

Relevant Project Experience

City of Chula Vista, CA – Formation of CFD 16-I (Millenia), 17-I (Western Chula Vista CFD), 18-M (Otay Ranch Village 3) and Bayfront CFD: Mr. Fisher has assisted the City in each of the listed CFD formations. The first, CFD 17-I, was formed to allow for the financing of impact fees over an extended time period through the payment of a special tax, to facilitate development of non-residential projects in certain areas of the City. This formation was completed in the Spring of 2016. The second project, CFD 16-I, was completed to provide funding for the construction of basic infrastructure associated with the Millenia development project in the City. Formation was completed in September 2016, with bonds will sold in late 2016/early 2017. CFD 18-M was formed to provide funding for the maintenance of landscaping, trails, walls and storm water facilities in the Otay Ranch Village 3 development project. For each formation, Mr. Fisher worked with City staff in multiple departments and a diverse financing team including the financial advisor, legal counsel, developers and property owners, and developer's consultants. Mr. Fisher is currently overseeing the completion of a CFD for the Bayfront Project, a multi-use project being developed in conjunction with the San Diego Port Authority, which will include a convention center, hotel, and multi-family property.

County of San Diego, CA – Special Tax Consulting: Mr. Fisher is currently serving as the County's Special Tax Consultant for CFDs formed within unincorporated areas. To meet the demands of continued growth within the County, he assisted with the formation of CFD 2013-1 (Horse Creek Ridge), CFD 2017-1 (Hillside Meadows), CFD 2018-2 (Park Circle), CFD 2019-1 (Meadowood), and CFD 2019-2 (Sweetwater Place). All of these CFDs will provide funding for services and improvements ranging from maintenance and monitoring of flood control improvements, maintenance of parks, park facilities and landscaping, and provision of fire protection services to necessary capital improvements.

City of Rancho Mirage, CA – Special Tax Consulting: Mr. Fisher oversaw the Willdan team that completed the formation of CFDs in 2018 through 2020 for the City and is currently working on the formation of a third CFD (4C). He worked closely with the team to provide technical assistance based on prior project experience and provide quality review. The two CFDs (4A and 4B) were formed in association with the development of a Del Webb residential project in the City to provide for funding of backbone infrastructure required for the development, and for payment of certain development fees required by the City. Willdan's work included preparation of the special tax and pro forma analyses, development of the tax methodology and preparation of the Rate and Method of Apportionment of Special Tax document, preparation of the CFD Report and other associated documents, and coordination of the formation process.

City of Upland, CA – Special Tax Consulting: Mr. Fisher oversaw the Willdan project team that assisted the City of Upland with initial formation of the Sycamore Ranch CFD, and its eventual modification to adapt to a change in the plan for development and product mix. He worked closely Willdan's team to provide guidance and advice in the development of the methodology and approach, and to review documents and work product.

California Statewide Communities Development Authority – Special District Formations: For over 10 years, Mr. Fisher managed district formation projects in conjunction with CSCDA and their financing team. Recent projects include the Horse Creek Ridge CFD in San Diego County (2018), the McSweeney Ranch CFD in the City of Hemet (2019), and the Butterfield Ranch (Atwell) CFD in the City of Banning.

C. Fisher
Resume Continued

City of Banning, CA – Fiscal Analysis and CFD Formation Services: As technical advisor, Mr. Fisher oversaw the preparation of a comprehensive fiscal impact analysis and facilities funding plan in association with the Butterfield Specific Plan Area within the City. The Specific Plan area covers 1,543 acres and is proposed to include more than 5,000 homes of varying densities, 36 acres of commercial development, over 400 acres of open space, schools, and a utility substation. He also provided technical and policy guidance as well as quality review.

City of Laguna Beach, CA – Formation of Assessment District No. 08-01: Mr. Fisher served as the project manager for the City of Laguna Beach Assessment Engineering Services project, for its proposed Underground Utility Assessment District. For this effort Mr. Fisher collaborated with Willdan's Engineering division and included coordination with City staff and a diverse project team. This formation required the preparation of draft and final Engineer's Report for the district, along with related documentation and analysis, and presentation of these items. The initial formation was unsuccessful; however, the district was formed with modifications.

City of Moreno Valley, CA – CFD No. 7, Storm Drain and Street Improvements: As project manager, Mr. Fisher oversaw the formation of a CFD to finance the construction of storm drain and street infrastructure improvements for an industrial/warehouse project in the City. Recently worked with the City to modify the RMA for the CFD and support the financing team in the issuance of $3.625MM in bonds.

City of Gonzales, CA – Tax Increment/Special Tax Consulting: Mr. Fisher served as the principal-in-charge of the City of Gonzales engagement. He worked closely with the project manager to provide guidance and advice.

City of Yucaipa, CA – Tax Increment/Special Tax Consulting: Mr. Fisher served as the principal-in-charge of the City of Yucaipa engagement.

Mike Medve

Project Manager

Education

Bachelor of Science Information and Computer Science, Management and Mathematics Minors, Cum Laude University of California Irvine

Areas of Expertise

Public Finance

Public Facility Financing

Special District Formation and Administration

Proposition 218

New Markets Tax Credits

Grant Writing

18 Years' Experience

Mr. Mike Medve is a principal consultant, with 18 years of experience, in the Financial Consulting Services group, with expertise in public finance, including special district formation and administration, fiscal impact analysis, public facilities financing plans, integrated financing districts, Proposition 218, tax credit financing, state and federal grant and loan programs, sales tax revenue bonds, and infrastructure financing districts. He has developed financial pro formas and cash flow analyses for numerous types of public and private project financing programs.

Prior to joining Willdan, Mr. Medve was a consultant in the field of public finance for Parsons Brinckerhoff and David Taussig & Associates. Over the years, he has been a financing team member for over $1 billion in limited obligation bonds and over $50 million in grant funds. He has served as the lead consultant for over two dozen clients, both public and private, throughout the country.

Relevant Project Experience

City of Rancho Mirage, CA – Special Tax Consulting: In 2018 and 2019 Mr. Medve assisted the City with the formation of CFD 4A and CFD 4B, both of which were formed in association with the development of a Del Webb residential project in the City. He is also working on the current formation of CFD 4C. The CFDs were formed to provide for funding of backbone infrastructure required for the development, and for payment of certain development fees required by the City. Willdan's work included preparation of the special tax and pro forma analyses, development of the tax methodology and preparation of the Rate and Method of Apportionment of Special Tax document, preparation of the CFD Report and other associated documents, and coordination of the formation process.

City of Upland, CA – Special Tax Consulting: In 2015 through 2019 Mr. Medve assisted the City of Upland with the initial formation of a CFD, the change proceedings that were subsequently conducted to amend the CFD to accommodate a change in the plan of development, and finally with the issuance of bonds associated with the CFD. He worked closely with the City and its financial advisor to ensure the CFD was formed in a manner that met the City's requirements and financing objectives. The CFD was created to equitably spread the cost of the infrastructure being financed through a methodology that was equitably applied to various types of residential development in the project.

Cucamonga School District, CA – Special Tax Consulting: Managing the project, Mr. Medve recently completed the formation of CFD 2019-1 for the Cucamonga School District. The CFD was formed to provide ongoing funding for school facilities and payment of school fees associated with the development of property with the School District's boundaries.

City of Roseville, CA – Special Tax Consulting: In 2014, Mr. Medve prepared an Amended Notice of Special Tax Lien for the City's Fiddyment Ranch CFD No. 1 (Facilities) and Fiddyment Ranch CFD No. 2 (Services). The amendment was necessary to reconcile changes in project land use with the special tax revenues that were needed to pay debt service and administration on outstanding infrastructure bonds and fund the annual operations and maintenance of existing facilities. In 2015, Willdan was retained to serve as Special Tax Consultant for the formation of an overlay CFD (Fiddyment Ranch CFD No. 5) that will refund a portion of the CFD No. 1 bonds and pay for additional infrastructure projects associated with the development. Facilities needed include streets, bridges, sewer improvements, storm drains, water infrastructure and landscaping. Willdan has also performed the annual administration for the City's CFDs for over a decade.

City of Galt, CA – Special Tax Consulting: Mr. Medve is serving as project manager for the City of Galt Liberty Ranch Community Facilities District formation. The project consists of approximately 356 acres of land, and the proposed CFD would finance a range of City services and maintenance activities.

M. Medve
Resume Continued

City of Murrieta, CA – Special Tax Consulting: Mr. Medve assisted the City of Murrieta with change proceedings related to the existing CFD No. 2005-5 for the Golden Cities project. The CFD was modified to accommodate new sales prices and a new product mix.

County of San Diego, CA – Special Tax Consulting: Mr. Medve is currently assisting the County with their special tax consulting projects, specifically CFDs formed within unincorporated areas. He assisted in the formation of the Horse Creek Ridge and Hillside Meadows CFDs and is currently involved with the application review and initial steps of forming three additional CFDs that will fund services and improvements ranging from flood control maintenance and fire protection services to necessary capital improvements. He also has assisted in additional follow-on special tax analysis for the Harmony Grove CFD, and in the annexation of new territory to that CFD. He is also assisting with the replacement of an existing Permanent Road Division special assessment with a special tax to fund street rehabilitation and maintenance.

City of Gonzales, CA – Tax Increment/Special Tax Consulting: Mr. Medve provided consulting services related to the formation of one of the State's first Enhanced Infrastructure Financing Districts (EIFD). The EIFD's tax-sharing plan has been approved by both the City of Gonzales and the County of Monterey, bringing millions in funding to an area that will be annexed to the City and developed into a high-tech office park and research center. He also assisted the City with its Cost Allocation Plan and Comprehensive User Fee update.

City of Yucaipa, CA – Tax Increment/Special Tax Consulting: Mr. Medve provided consulting services related to the formation of one of the State's first Enhanced Infrastructure Financing Districts (EIFD) to assist in funding infrastructure needed to serve a retail and office park surrounding Crafton Hills college. While the formation of the EIFD is still pending, Mr. Medve prepared several feasibility analyses related to the formation, as well as the financial analysis and fiscal impact analysis that will be incorporated into the Infrastructure Financing Plan.

City of Laguna Beach, CA – Utility Undergrounding District Formation: Mr. Medve has assisted the City with four undergrounding assessment district formations since 2014. Duties include plan review, site inspection, benefit allocation, producing Engineer's Reports, notices, ballots, and other legal documents, and attending Public Hearings/Council meetings. Mr. Medve has innovated new techniques for benefit allocation that are more consistent with the requirements of Proposition 218 as interpreted by the California courts.

City of Newport Beach, CA – Utility Undergrounding District Formation: In 2016, Mr. Medve assisted the City with an undergrounding assessment district ballot proceeding and the coordination of several other undergrounding districts in various stages of development. Duties involved the development of assessment methodologies and Engineer's Reports, plan review, coordination with utility companies, and the tabulation/counting of ballots.

City of Irvine, CA – Great Park Financing Plan: Mr. Medve assisted the City's Orange County Great Park (OCGP) subsidiary with the formation of a CFD and Redevelopment Area for the Great Park project. After the elimination of redevelopment agencies, he assisted OCGP with changing the tax structure to accommodate land use modifications and CFD change proceedings to assure adequate funding.

Ronald Stein, P.E., QSD, ENV SP

Engineering Project Manager

Education

BS, Civil Engineering, Florida State University Tallahassee, FL

License:

Civil Engineer, California, No. 86877

11 Years' Experience

Mr. Ron Stein offers expertise as a project manager, civil engineer, and quality assurance plan reviewer for various California municipalities. He has led land development engineering teams engaged in the design of projects encompassing storm drains, grading, erosion control, street improvements, striping, traffic control, and utilities.

Project Experience

Buena Vista Storm Drain, De Luz Community Service District. Engineer. Willdan repaired storm damage to three 60-inch diameter corrugated metal pipes and the roadway above. Included field survey, environmental permitting and a full hydrology analysis with supporting calculations to ensure the culverts have adequate capacity and the existing perennial stream will not be adversely affected. Full PS&E will be provided with a storm drain profile and street and drainage improvements; and construction administration.

Harbor Sight Sewer Assessment District Formation, City of Rolling Hills Estates, CA. Project Manager. Willdan is explored the feasibility of a sewer system with a preliminary design to enable the community to make an informed decision about the issue. The design showed the alignment of the pipe and a preliminary pump station analysis on which houses require a pump station. Willdan created a budgetary estimate of the construction costs and costs to form the District and present these results in a workshop to the residents.

Bowman Channel, City of Ridgecrest, CA. Project Manager. Willdan provided environmental, survey, hydrology analysis, hydraulic design, and permit acquisition services to construct master-planned improvements. The project will consist of a culvert with headwalls and wingwalls, check structures and street restoration. Hydraulic calculations will be performed to confirm the Master Drainage Plan, analyze the Bowman wash and provide adequate capacity. FEMA funds will be utilized for the project.

Well 17 Retrofit, City of Vernon, CA. Engineer. The City of Vernon is seeking to enhance the pedestal of City Well No. 17 to bring it into compliance with current regulations. The well head is to be retrofit by extending the existing casing and pedestal to a minimum of 18" above ground. Willdan will prepare plans and specifications to raise existing pedestal and all appurtenances and construct a new concrete pad.

Sewer Rehabilitation, City of Turlock, CA. Senior Engineer. Willdan provided engineering design services for the sewer rehabilitation project for three segments of sewers in various alleys. Willdan provided recommendations for design of new sewer pipe and preparing plans, specifications, and estimates for the projects.

Sewer Area Study, City of Rolling Hills, CA. Project Manager. Conducted a sewer area study for 235 parcels not currently connected to public sanitary sewer. The area study analyzed existing sewer facilities, land use and zoning and created an existing condition hydraulic model. The model was then updated to reflect adding the additional flow from the project area. Impacts to the system were identified and improvements recommended.

Priority Streets, City of Lynwood, CA. Quality Assurance / Quality Control. Willdan was selected for the preparation of plans, specifications, and estimates for the City's Annual Pavement Rehabilitation project. The combined estimated cost for the improvements was $11.5 million and included over 4,000 tons of ARHM pavement, 13,950 LF of water mains, 1,900 LF of new VCP sanitary sewers, and 2,400 LF of CIPP sewer lining with spot repairs.

SSMP Update, City of Bell, CA. Quality Assurance/Quality Control. In 2019, Willdan prepared a SSMP report, which included a sewer model for the City construction cost estimates and a project list based on maintenance or future needs to be included in the Capital Improvement Program (CIP). In 2021 Willdan updated the City's Sewer System Management Plan.

Tyler Green

Project Analyst

Education

Bachelor of Science, Business Administration and Leadership Studies, Chapman University

Areas of Expertise

Community Facilities Districts Formation and Administration

Bond Issuance Support

3 Years' Experience

Mr. Tyler Green is a senior analyst within Willdan's Financial Consulting and District Administration Services groups. His primary function is to support project managers and senior analysts with the preparation of utility rate studies, cost allocation plans and user fee studies, as well as the formation of special tax districts. He specializes in analysis for a variety of clients, including cities and school districts.

Mr. Green is responsible for the annual administration of Community Facilities Districts and other types of special taxes. He assists in the research, analysis and implementation required for special district administration, including property classification, budget preparation, document data entry and updates, database management, and report preparation.

Mr. Green provides valuable analytical support under the guidance of Principal Consultant Mike Medve. His assigned tasks include updating content within the annual reports, preparing resolution(s) for Intent Meetings and Public Hearings, inputting and updating of parcel data, researching parcel changes, reviewing charge-exempt parcels, preparing applied reports, and providing general information on questions relating to the special taxes.

Relevant Project Experience

Mr. Green has worked with the following agencies.

Special District Formation

City of Chula Vista, CA – Special District Formations: Mr. Green provided analytical support on the following special district engagements: 18M Annexation 1; 97-2 Annexation 12; Annexation 2023-01 CFD 17-I; and Annexation 2023-02 CFD 17-I.

California Statewide Communities Development Authority – Special District Formations:
Mr. Green provides analytical support to the Project Manager and Principal-In-Charge for the CSCDA's Citro CFD project.

City of Upland, CA – Special Tax Consulting: Mr. Green assisted the Willdan team by developing analysis and draft documents necessary for the formation of a CFD, and to support the issuance of bonds for the CFD**.**

County of San Diego, CA – Special Tax Consulting: Ms. Green served as a financial analyst assigned to the County of San Diego, special tax consulting services project team. He assisted the senior members of the team in analysis development and drafting necessary documents for the formation of CFDs, and supports the issuance of bonds, as necessary.

City of Santa Paula, CA – Special Tax Consulting: Mr. Green assisted with the Bond issuance support for CFD No. 2.

San Jacinto Unified School District; San Jacinto, CA: Mr. Green was the assigned project analyst for the recently formed CFD for the San Jacinto School District. Tasks included formation and bond issuance support.

City of Upland, CA – Special Tax Consulting: Mr. Green provided support for the formation of CFD 2022-1 and issuance of debt for previously formed CFDs.

City of Rancho Mirage, CA – Special Tax Consulting: Mr. Green was the project analyst for the formation of CFD 4C and 5 and debt issuance for CFDs 4A and 4B.

Special District Annual Administration

- **City of Upland, CA –** Administration of Community Facilities Districts
- **California Statewide Communities Development Authority –** Administration of Community Facilities Districts
- **City of Buckeye, AZ –** Administration of Community Facilities Districts
- **City of Galt, CA –** Administration of Community Facilities Districts
- **Nevada County Consolidated Fire Department; Nevada City, CA –** Administration of special taxes
- **River Delta Unified School District; Rio Vista, CA –** Administration of Community Facilities Districts

References

Below are recent Special Tax Consulting Services project descriptions. We are proud of our reputation for customer service and encourage you to contact these clients regarding our commitment to completing the projects within budget and agreed upon timelines.

City of Upland, CA

Special Tax Consultant and Community Facilities District Formation Services

Willdan worked with the City of Upland and their financing team to form the Sycamore Hills CFD (2015-1) and the Harvest CFD (2016-1) and assist in the issuance of multiple series of bonds. The CFDs were formed to provide revenue to support the issuance of bonds, proceeds of which were used to pay for backbone infrastructure (streets, sewer, water, storm drains, etc.) and development fees associated with the development of over 300 residential units in the City. The CFDs were originally formed with one improvement area, then underwent change proceedings to create a second improvement area to better align the timing of two series of bonds with the development of two separate areas of the project.

Willdan completed special tax analysis and cash flow pro forma analysis for the project, developed a taxing methodology that suited the projected build out timeline, and which equitably allocated the costs and apportioned the tax burden among the various types of property in the CFDs. We also prepared the Rate and Method of Apportionment and CFD Report for both and assisted in the preparation of bond offering documents.

We are also working with the City on an ongoing basis to provide for administration of the CFD and preparation of annual disclosure and arbitrage rebate reports.

Client Contact:	Doug Anderson, Managing Director Urban Futures Tel #: (714) 923-3543 | Email: douga@urbanfuturesinc.com
Dates of Service:	August 2019 – Ongoing

City of Rancho Mirage, CA

Special Tax Consultant and Community Facilities District Formation Services

The City of Rancho Mirage has been a long-standing client of Willdan. Most recently, Willdan worked with the City to complete the formation of CFD 4A and CFD 4B and supported the City in the issuance of bonds for both. Both CFDs are associated with the development of a Del Webb residential development project in the City, and collectively encompass more than 600 single-family residential units.

The CFDs were formed in 2018 and 2019 to provide revenue to support bonds that would finance backbone infrastructure improvements required by the City, payment of certain fees required by the City, and also sewer and water improvements and fees required by the Coachella Valley Water District.

Our role included close work with the City, the developer, and the developer's consultant to develop special tax and pro forma cash flow analysis, as well as the development of the special tax methodology. The methodology was created to appropriately distribute the cost of the improvements and develop tax rates that equitably charged various types of property in the district. Willdan completed the Rate and Method of Apportionment, CFD Report, and assisted in the preparation of resolutions and other associated documents for the formation of the CFD. We also completed other tasks necessary to support the formation and special tax election proceedings.

Willdan will continue to work with the City going-forward to assist in the annual administration of the district, including calculation of the annual taxes for properties in the CFD. We will also assist in the preparation of annual continuing disclosure reports.

Client Contact:	Kofi Antobam, Director of Administrative Services Tel #: (760) 324-4511, Ext 232 | Email: kofia@ranchomirageca.gov
Dates of Service:	August 2018 – Ongoing

City of Lancaster, CA
Special Tax Consultant and Community Facilities District Formation Services

Willdan assisted the City of Lancaster with a cost of service and fiscal study, and subsequent CFD formation, to fund maintenance services associated with new development projects in the City. The City requested that the special tax rates be lower in the City center to account for the existing availability of resources and lower demand for services within that region. Areas external to the City center generally would require the construction of new public facilities (community centers, corporation yards, parks, trails, etc.) and would incur greater maintenance demand. Only limited guaranteed revenues were considered in the fiscal analysis. The CFD was formed in early 2021.

Willdan completed special tax analysis and cash flow pro forma analysis for the project, developed a taxing methodology that suited anticipated development, and which apportioned the tax burden among the types of development expected in the areas proposed for inclusion in the CFD, and we prepared the Rate and Method of Apportionment and CFD Report. The first annexation to the CFD took place in Summer 2022.

Client Contact: Patti Garibay, Innovation and Economic Development
Tel #: (661) 723-6072 | Email: pgaribay@cityoflancasterca.org

Dates of Service: May 2020 – Ongoing

City of Banning, CA
California Statewide Communities Development Authority (CSCDA)
Special Tax Consultant and Formation Services

For several years Willdan has provided special tax consulting and CFD formation services to CSCDA for its SCIP program, which allows CSCDA to form CFDs on behalf of local agencies where specific project aspects make this approach advantageous. The most recent CFD formation was completed in spring of 2021, for the City of Banning, for CFD 2020-2 (Atwell).

Willdan worked with the lead banker (RBC) and the rest of the financing team to successfully form the CFD and complete the issuance of $18.79 million in bonds. Willdan developed multiple improvement areas and alternative special tax methodologies for evaluation, completed a comprehensive special tax analysis (pro forma), and prepared analysis and tables to support the issuance of bonds. We also prepared the RMA and Special Tax Report and coordinated the recording of all necessary documents. The CFD financed the payment of fees and construction of backbone infrastructure for the Atwell project which is projected to include up to 3,500 residential units in the City. The formation of a second Improvement Area is currently underway.

Willdan worked with the City, the financing team, the developer, and the developer's consultant to understand the needs of key stakeholders and create a CFD that addresses each.

Dates of Service: February 2020 – Ongoing

City of Hemet, CA
California Statewide Communities Development Authority (CSCDA)
Special Tax Consultant and Formation Services

For the City of Hemet, Willdan worked with the CSCDA financing team, the developer, and the City to successfully form CFD 2018-02 and complete the issuance of the Series 2020 Bonds ($8.51 million). The CFD incorporated three improvement areas; future bond issuances associated with the second and third improvement areas are anticipated to occur in the next two years as development progresses.

We prepared a comprehensive special tax analysis for each improvement area, prepared the RMA and Special Tax Report, and coordinated the recording of all necessary documents. The CFD financed the construction of backbone infrastructure and the payment of development impact fees for the McSweeny residential development.

Client Contact: James Hamill, Managing Director, CSCDA
Tel #: (925) 476-5644 | Email: jhamill@cscda.org

Dates of Service: June 2018 – Ongoing

Project Fees

Cost Engineering and CFD Formation Services

Willdan Financial Services proposes to perform the tasks outlined in our Scope of Services for the fees noted in the table below.

Cost Engineering and CFD Formation Services	
Service	**Fee**
Phase One	
Community Facilities District Formation Services	$32,500
Phase Two	
Operations and Maintenance Technical Memorandum	$4,500
Engineer's Opinion of Probable Cost	$7,500
Phase Two – Optional Request for Bid Support	$3,000
Total Fee – with optional task	**$47,500**

Notes

- Phase One includes drafting of the Goals and Policies and updating the City's Municipal Code
- The fees denoted above will not be contingent upon the outcome of the formation process.
- Additional meetings or tasks outside our proposed scope of work will require an additional fee.
- For the purpose of our proposal, telephone conference calls are not considered "meetings" and are not limited by our scope of services.
- The City will be invoiced on a ***monthly*** percentage-completion basis.

Hourly Rates

Additional services may be authorized by the City and will be billed at our then-current hourly overhead consulting rates. Our current hourly rates are:

Willdan Hourly Rate Schedule		
Position	**Team Member**	**Hourly Rate**
Vice President / Director	Chris Fisher	$250
Engineer	Ronald Stein	$240
Principal Consultant	Mike Medve	$210
Senior Project Manager		$185
Project Manager		$165
Senior Project Analyst		$135
Senior Analyst	Tyler Green	$125
Analyst II		$110
Analyst I		$100

WILLDAN

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Temecula, California 92590-4856
800.755.6864 | 951.587.3500
www.willdan.com

AGREEMENT FOR CONTRACT SERVICES
BETWEEN THE CITY OF IRWINDALE AND
WILLDAN FINANCIAL SERVICES

This AGREEMENT FOR CONTRACT SERVICES (herein "Agreement") is made and entered into this 12th day of June 2024 by and between the **CITY OF IRWINDALE**, a California Charter City and municipal corporation ("**City**") and **WILLDAN FINANCIAL SERVICES**, a ("**Consultant**"). City and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all of the terms and conditions of this Agreement, the Consultant shall perform the work or services set forth in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by reference. Consultant warrants that it has the experience and ability to perform all work and services required hereunder and that it shall diligently perform such work and services in a professional and satisfactory manner.

1.2 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency of competent jurisdiction.

1.3 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by the Agreement.

1.4 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

2. COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference, but not exceeding the maximum contract amount of Forty-Seven Thousand Five Hundred Dollars ($47,500) ("Contract Sum").

2.2 Invoices. Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the Agreement. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-

category), travel, materials, equipment, supplies, and subcontractor contracts. Subcontractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, City will use its best efforts to cause Consultant to be paid within forty five (45) days of receipt of Consultant's correct and undisputed invoice; however, Consultant acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by the City of any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.3 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual cost of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum but not exceeding a total contract amount of Five Thousand Dollars ($5,000) or in the time to perform of up to ninety (90) days may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. No claim for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

3. PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding thirty (30) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the

period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding one (1) year from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D").

4. COORDINATION OF WORK

4.1 Representative of Consultant. **Mr. Chris Fisher** is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work and services specified herein and make all decisions in connection therewith. All personnel of Consultant and any authorized agents shall be under the exclusive direction of the representative of Consultant. Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff and subcontractors, and shall keep City informed of any changes.

4.2 Contract Officer. The City Manager, or his or her designee, is hereby designated as being the representative the City authorized to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith ("Contract Officer").

4.3 Prohibition Against Subcontracting or Assignment. Consultant shall not contract with any entity to perform in whole or in part the work or services required hereunder without the express written approval of the City. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City. Any such prohibited assignment or transfer shall be void.

4.4 Independent Consultant. Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth. Consultant shall perform all services required herein as an independent contractor of City with only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City, or that it is a member of a joint enterprise with City.

5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages. The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of City:

(a) Commercial General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per

occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than $1,000,000.00 per occurrence or if a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract/location, or the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Consultant against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Consultant in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than either (i) bodily injury liability limits of $100,000 per person and $300,000 per occurrence and property damage liability limits of $150,000 per occurrence or (ii) combined single limit liability of $1,000,000. Said policy shall include coverage for owned, non-owned, leased, hired cars, and any other automobile.

(d) Professional Liability. Professional liability insurance appropriate to the Consultant's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least 5 consecutive years following the completion of Consultant's services or the termination of this Agreement. During this additional 5-year period, Consultant shall annually and upon request of the City submit written evidence of this continuous coverage.

(e) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

(f) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

5.2 General Insurance Requirements.

All of the above policies of insurance shall be primary insurance and shall name the City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or its officers, employees or agents may apply in excess of, and not contribute with Consultant's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. The insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of

insurance are cancelled, the Consultant shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance, additional insured endorsement forms or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City. City reserves the right to inspect complete, certified copies of and endorsement to all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to City.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the City's Risk Manager or other designee of the City due to unique circumstances.

5.3 Indemnification. To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, invitees, or any individual or entity for which Consultant is legally liable ("indemnitors"), or arising from Consultant's or indemnitors' reckless or willful misconduct, or arising from Consultant's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, except claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records. Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services and shall keep such records for a period of three years following completion of the services hereunder. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records.

6.2 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement or as the Contract Officer shall require.

6.3 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than the City without prior written authorization from the Contract Officer.

(b) Consultant shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives the City notice of such court order or subpoena.

(c) If Consultant provides any information or work product in violation of this Agreement, then the City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify the City should Consultant be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. The City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with the City and to provide the City with the opportunity to review any response to discovery requests provided by Consultant.

6.4 Ownership of Documents. All studies, surveys, data, notes, computer files, reports, records, drawings, specifications, maps, designs, photographs, documents and other materials (the "documents and materials") prepared by Consultant in the performance of this Agreement shall be the property of the City and shall be delivered to the City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by the City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Moreover, Consultant with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law. This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to

Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article.

7.3 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et. seq. and 910 et. seq., in order to pursue any legal action under this Agreement.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.4 Termination Prior to Expiration of Term. This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation provided therefore in the Schedule of Compensation Exhibit "C". In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.5 Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may

withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

8. MISCELLANEOUS

8.1 Covenant Against Discrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class in the performance of this Agreement. Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class

8.2 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount, which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Irwindale, 5050 N Irwindale Ave, Irwindale, CA 91706t and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

8.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

8.5 Severability. In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

8.6 Waiver. No delay or omission in the exercise of any right or remedy by non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.7 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which any be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

8.8 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

8.9 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

8.10 Warranty & Representation of Non-Collusion. No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____

8.11 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[Signatures on the following page.]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

CITY OF IRWINDALE, a municipal corporation

_____
Julian Miranda, City Manager

ATTEST:

_____
Laura Nieto, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

_____
Adrian R. Guerra, City Attorney

CONSULTANT:

Willdan Financial Services

By:_____
Name: Chris Fisher
Title:

By:_____
Name:
Title:

Address:
27368 Via Industria
Suite 200
Temecula, CA 92590

Two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONSULTANT'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2024 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

☐ INDIVIDUAL
☐ CORPORATE OFFICER

_____
TITLE(S)

☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____
_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2024 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER

☐ INDIVIDUAL
☐ CORPORATE OFFICER

_____
TITLE(S)

☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____
_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"

SCOPE OF SERVICES

I. Consultant will perform the following Services:

A. Form a Community Facilities District (CFD), in conjunction with IBC North, to fund the annual maintenance associated with a project-specific sewer line. The district would form the basis for a CFD and would ensure that the IBC North project provides revenue to help fund City services, as more fully set forth in Consultant's Cost Engineering and CFD formation services proposal, attached as Exhibit "A-1," and incorporated herein by this reference.

II. All work product is subject to review and acceptance by the City, and must be revised by the Consultant without additional charge to the City until found satisfactory and accepted by City.

EXHIBIT "B"

SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following Services at the following rates as set forth in Exhibit "A-1"

II. A retention of ten percent (10%) shall be held from each payment as a contract retention to be paid as a part of the final payment upon satisfactory completion of services.

III. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 2.3.

IV. The City will compensate Consultant for the Services performed upon submission of a valid invoice, in accordance with Section 2.2. Each invoice is to include:

A. Line items for all the work performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

V. The total compensation for the Services shall not exceed $ 47,500, as provided in Section 2.1 of this Agreement.

VI. Consultant's billing rates for all personnel are attached as Exhibit A-1.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

I. Consultant shall perform all Services timely in accordance with the following schedule as set forth in Exhibit "A-1".

III. The Contract Officer may approve extensions for performance of the Services in accordance with Section 3.2.

Item #19.L.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Acceptance of the Dan Diaz Recreation Center Reroofing Project; P-1063

City Manager's Recommendation:

That the City Council (1) accept the improvements and maintenance responsibilities for the completed Dan Diaz Recreation Center Reroofing Project P-1063; (2) approve the final construction project amount of $680,017 under the construction contract with Best Contracting Services, Inc. (3) authorize the City Clerk to record the Notice of Completion; and (4) authorize the Finance Director to release the 5% retention amount for the project.

Administrative Action:

Prepared/Submitted by:

Eddie Chan, Director of Engineering/Building Official

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

On February 28, 2024, the City Council awarded the Dan Diaz Recreation Center Reroofing Project P-1063 to Best Contracting Services, Inc. in the amount of $680,017, plus a 10% contingency in the amount of $68,002 for a total of $748,019.00. This project was successfully completed on time and within budget, with no additional change orders made. The project was completed in accordance with the approved plans and specifications.

Staff recommends that City Council accept the improvements and maintenance responsibility for the Dan Diaz Recreation Center Reroofing Project and render the project complete. Once the project is considered complete, the City will then file a Notice of Completion and release the retention amount of the project. Staff also recommends the City Council authorize the City Clerk to record the said Notice of Completion and authorize the Finance Director to release the 5% retention amount for the project.

Fiscal Impact:

Funding for this project was budgeted in the FY 2023-2024 budget under the Recreation/Library Building Improvement Project (Account No. 48-80-800-45200-8228) and no additional amount is being requested.

Attachments:

1. 06-26-2024 Acceptance of Dan Diaz Recreation Center Reroofing Project (P-1063) - NOC

RECORDING REQUESTED BY: /
CITY OF IRWINDALE /
/
WHEN RECORDED MAIL TO: /
Eddie Chan
City of Irwindale /
Department of Public Works /
5050 N. Irwindale Avenue /
Irwindale, CA 91706 /
/
/
/

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENT AND WORK

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner of an interest or estate in the hereinafter described real property, the nature of which interest or estate is: CITY OF IRWINDALE DAN DIAZ RECREATION CENTER REROOFING PROJECT (P-1063).

2. The full name of the owner is: CITY OF IRWINDALE.

3. The full address of the owner is: 5050 NORTH IRWINDALE AVENUE, IRWINDALE, CALIFORNIA, 91706.

4. On the 26th day of JUNE 2024, there was completed upon the hereinafter-described real property the following work: DAN DIAZ RECREATION CENTER REROOFING PROJECT.

5. The name of the original contractor for the work described above was: BEST CONTRACTING SERVICES, INC.

6. The real property referred to herein is situated in the City of Irwindale, County of Los Angeles, State of California and is described as follows: CITY OF IRWINDALE DAN DIAZ RECREATION CENTER LOCATED AT 16053 CALLE DE PASEO.

DATED: _____, 2024

_____
Eddie Chan, Director of Engineering/Building Official
City of Irwindale

ATTEST:

_____

Chief Deputy City Clerk

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20___,

by _____,

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) Signature_____

Item #19.M.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Request to Approve a Funding Memorandum of Agreement Between the Cities of Azusa, Duarte, and Irwindale, and the San Gabriel Valley Council of Governments

City Manager's Recommendation:

That the City Council of the City of Irwindale approve and authorize the City of Irwindale (City) to enter into a Funding Memorandum of Agreement (MOA) between the Cities of Azusa, Duarte, and Irwindale, and the San Gabriel Valley Council of Governments to set forth the terms for the distribution of SB 104 Funds.

Administrative Action:

Submitted by:

Theresa Olivares, Assistant City Manager

Prepared by:

Theresa Olivares, Assistant City Manager

Shayna Balli, City Librarian

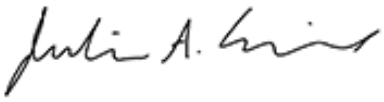
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

In October 2023, the City Council approved an MOU between the cities of Azusa, Duarte, and Irwindale to collaborate on services to enhance public safety in the north San Gabriel River Area. The MOU provided for the following elements:

- Joint Planning and Preparedness: Collaborate on emergency response plans, organize joint training exercises, and facilitate cross-training and professional development.
- Information and Resource Sharing: Exchange information and intelligence, investigate opportunities for resource sharing (i.e., personnel, equipment, etc.…) to improve the efficient and effectiveness of limited resources.
- Joint Homelessness Response and Coordination: Develop comprehensive strategies and action plans to address homelessness.
- Supportive Services and Referrals: Share supportive services information (i.e., mental health counseling, addition treatment, and job placement programs).
- Joint Grant Research and Application: Research funding opportunities, including grants, for joint application submittals.
- Partnerships with Agencies and Organizations: strengthen relationships with regional, County, State, and Federal agencies.
- Encampment Cleanup: Identify and assess and encampments, prioritize cleanup demands, and safely remove hazardous materials and debris.
- Improvements to San Gabriel River: Work with U.S. Army Corps of Engineers Los Angeles District to manage flood-risk, reduce the risk of wildfires, and improve the health of the Riverbed.

The North San Gabriel River Working Group (NSGRWG) is the recipient of $300,000 in SB 104 Funds and it is now necessary for the City of Irwindale to enter into a Funding Memorandum of Agreement between the cities of Azusa, Duarte, and Irwindale and the San Gabriel Valley Council of Governments to set forth the terms for the distribution of the SB 104 Funds. The MOA identifies the responsibilities of the SGVCOG and the Cities as follows:

SGVCOG:

- Reimburse Azusa within 45 days of proper invoicing from cities for allowable expenses.
- Coordinate conference calls and meeting with cities.

Cities:

- Expend funds in accordance with Senate Bill 104, Section 19.564(b)(57).
- City of Azusa to serve as fiscal agent and will be responsible for submitting invoices on behalf of the Cities and distributing funds to Cities.
- Irwindale to submit invoices to Azusa within 60 days of allowed expenditure.
- Azusa to disburse funds to Cities within 45 days of receipt of funds from SGVCOG.

Fiscal Impact:

The acceptance of the public safety grant provides $300,000 in funds allocated specifically for public safety enhancements. The funds are to be disbursed based on invoices submitted by the participating cities for eligible expenditures, as detailed in the MOA.

This grant funding does not require matching funds from the City's budget and is intended to enhance public safety services without additional financial burden on local resources. However, as this is a reimbursement grant, the City will first need to utilize General Fund resources and then submit for reimbursement through the City of Azusa.

Attachments:

1. SGVCOG Agreement for SB104 Budget Allocation Cities of Azusa Duarte Irwindale

MEMORANDUM OF AGREEMENT

FUNDING MEMORANDUM OF AGREEMENT BETWEEN THE CITIES OF AZUSA, DUARTE AND IRWINDALE AND THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG)

This Memorandum of Agreement ("MOA") is by and between the Cities of Azusa, Duarte, and Irwindale (collectively, the "Cities") on the one hand, and the San Gabriel Valley Council of Governments (SGVCOG) on the other, to be effective as of the date signed by all the Parties. The Cities and the SGVCOG may be referred to herein collectively as the "Parties" or individually as a "Party".

RECITALS:

A. The SGVCOG was established to have a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley within the jurisdictions of its member cities and its unincorporated areas.

B. Pursuant to Senate Bill No. 104 (2023), Section 19.564 (b)(57), $1,000,000 was allocated to the SGVCOG by the Department of Housing and Community Development for a homeless services pilot program (the "SB 104 Funds").

C. After consultation with State Senator Rubio's office concerning the distribution of funds, it was agreed that a portion of the funds should be distributed to the Cities.

D. By way of this MOA, the Cities and the SGVCOG desire to set forth the terms for distribution of the SB 104, Section 19.564 (b)(57), Funds (the "Program").

NOW, THEREFORE, the Parties agree to the following:

I. TERM:

The term of this MOA shall commence upon execution of the MOA by all Parties and shall continue through the SGVCOG's obligation to reimburse the Cities for eligible expenses.

II. RESPONSIBILITIES OF EACH OF THE PARTIES:

A. SGVCOG
   1. Within forty-five (45) days of receipt of a proper invoice for allowable expenses by the Cities, reimburse the City of Azusa up to a not to exceed amount of three hundred thousand dollars ($300,000) in SB 104 Funds.
   2. Coordinate conference calls and/or meetings with Cities as necessary.
   3. Provide any updated point-of-contact described in Section III.B to serve as the SGVCOG's Project Manager with name, title, and contact information.

B. Cities

1. Be solely responsible for expending the SB 104 Funds for purposes consistent with Senate Bill 104, Section 19.564(b)(57) and as it may be amended, which is attached hereto as Exhibit "A".
2. The City of Azusa shall act as the Cities fiscal agent with respect to the responsibility for submitting invoices on behalf of the Cities and distributing to each City is pro rata share of reimbursements received by the SGVCOG.
3. The Cities shall coordinate with each other so that within 60 days of expenditure of funds for which reimbursement is permitted under this MOA, the City of Azusa is able to submit detailed invoices to the SGVCOG, and any further documentation reasonably necessary to insure the funds were expended by the Cities consistent with Senate Bill 104.
4. Within 45 days of receipt of payment from the SGVCOG, the City of Azusa shall be responsible for reimbursing the cities of Duarte and Irwindale for their proportionate costs.
5. The Cities agree to release the SGVCOG from any further obligation to reimburse the Cities for costs incurred under this MOA upon the SGVCOG's payment to Azusa.
6. The City of Azusa shall submit invoices no later than one year from the effective date of this MOA and the SGVCOG shall have no further obligations under this MOA to the Cities for any invoices submitted after that time.
7. Respond to SGVCOG requests related to the Program in a timely manner.
8. Maintain membership in the SGVCOG during the entire term of this MOA.
9. Coordinate conference calls and/or meetings with the SGVCOG as necessary.
10. Provide any updated point-of-contact described in Section III.B to serve as the Cities' Project Manager with name, title, and contact information.

III. AMENDMENTS:

For any change which affects any term or condition included under this MOA, an amendment to the MOA shall be prepared and executed by all the Parties.

IV. PROJECT MANAGEMENT:

A. For purposes of this MOA, the SGVCOG designates the following individual as its Project Manager to which any notices required under this MOA shall be sent:

Caitlin Sims, Manager of Local Programs
San Gabriel Valley Council of Governments
1333 S. Mayflower Avenue, Ste. 360
Monrovia, CA 91016
csims@sgvcog.org

B. For purposes of this MOA, the City of Azusa designates the following individual as its Project Manager to which any notices required under this MOA shall be sent:

Sergio Gonzalez, City Manager
City of Azusa
213 E. Foothill Boulevard

Azusa, CA 91702
Sergio.Gonzalez@azusaca.gov

C. For purposes of this MOA, the City of Duarte designates the following individual as its Project Manager to which any notices required under this MOA shall be sent:

Brian Villalobos, City Manager
City of Duarte
1600 Huntington Drive
Duarte, CA 91010
bvillalobos@accessduarte.com

D. For purposes of this MOA, the City of Irwindale designates the following individual as its Project Manager to which any notices required under this MOA shall be sent:

Julian A. Miranda, City Manager
City of Irwindale
5050 N. Irwindale Avenue
Irwindale, CA 91706
jmiranda@irwindaleca.gov

E. Any Party may change its Project Manager or contacts upon written notice to the other Parties.

V. TERMINATION:

This MOA may be terminated for cause at any time for a material default by one of the Parties upon written notice to the applicable Project Manager. In the event of termination for cause, termination will be in effect three days after deposit of the written notice in the U.S. Mail, postage pre-paid, unless otherwise stated at a later time in the written notice.

VI. INDEMNITY:

A. Neither the SGVCOG, its member agencies, or their respective officers, employees, consultants or volunteers (the "SGVCOG Indemnitees), shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by the City or its respective officers, agents, employees, or volunteers under or in connection with the performance of this MOA.

B. Neither the Cities or its respective officers, employees, consultants, or volunteers (the "Cities Indemnitees), shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by the SGVCOG Indemnitees under or in connection with the performance of this MOA

VII. OTHER TERMS AND CONDITIONS:

A. In performing this MOA, except as provided in Section II.B.2 above, none of the Parties are a contractor, agent, or employee of the other. Otherwise, no Party shall represent itself as contractors, agents or employees of any other Party and shall have no powers to bind the other Party in contract or otherwise.

B. This MOA, along with the applicable expenditure requirements of Senate Bill 104, constitute the entire understanding between the Parties, with respect to the subject matter herein. The MOA shall not be amended except in writing signed by the Parties.

C. No Party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquakes, fires, acts of a public enemy, pandemic, and government acts beyond the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the others of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this MOA.

D. No Party shall assign this MOA, or any part thereof, without the prior written consent and prior approval of the other Parties, nor any assignment without consent shall be void and unenforceable.

E. This Agreement shall be governed by California law and any applicable federal law.

F. If any provision of this MOA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

G. The terms of this MOA shall inure to the benefit of, and shall be binding upon, each of the Parties and their respective approved successors and assigns.

In witness whereof, the Parties enter into this MOA on the date of last execution by the Parties.

FOR THE CITY OF AZUSA	FOR THE CITY OF DUARTE
By: _____	By: _____
Sergio Gonzalez	Brian Villalobos
City Manager	City Manager
Date: _____	Date: _____

APPROVED AS TO FORM:

_____
Marco Martinez
City Attorney

APPROVED AS TO FORM:

_____
Thai V. Phan
City Attorney

FOR THE CITY OF IRWINDALE

By: _____
Julian A. Miranda
City Manager

Date: _____

APPROVED AS TO FORM:

_____
Adrian R. Guerra
City Attorney

FOR THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS

By: _____
Marisa Creter
Executive Director

Date: _____

APPROVED AS TO FORM:

David DeBerry
General Counsel

SEC. 19.564.

(a) (1) The amounts appropriated pursuant to this section reflect legislative priorities related to housing.
(2) For allocations in this section that include a designated state entity, the entity shall allocate the funds to the recipients identified in the paragraphs following each designation. The state entity shall determine the best method for allocation to ensure the funds are used for the purposes specified in this section. Self-attestation by the receiving entity is an acceptable method of verification of the use of funds, if determined appropriate by the state entity.
(3) Notwithstanding any other law, allocations pursuant to this section are exempt from the personal services contracting requirements of Article 4 (commencing with Section 19130) of Chapter 5 of Part 2 of Division 5 of Title 2 of the Government Code, from Part 2 (commencing with Section 10100) of Division 2 of the Public Contract Code, and the State Contracting Manual, and are not subject to the approval of the Department of General Services, including the requirements of Chapter 6 (commencing with Section 14825) of Part 5.5 of Division 3 of the Title 2 of the Government Code.
(4) If an item number for the appropriate department for a state entity does not exist, and such an item number is required in order to make the specified allocations, the Department of Finance may create an item number for this purpose.
(5) Notwithstanding any other law, a designated state entity administering an allocation pursuant to this section may provide the allocation as an advance lump sum payment, and the allocation may be used to pay for costs incurred prior to the effective date of the act adding this paragraph.
(6) The Department of Finance may authorize the transfer of allocating authority to a different state entity to facilitate the expenditure of the funds for the intended legislative purpose. Any state entity that allocates funds may also, in consultation with the Department of Finance, use an alternative local fiscal agent that is not identified in this section instead of the fiscal agent designated in this section if necessary to achieve the intended legislative purpose. Any change to the allocating state entity or fiscal agent made pursuant to this paragraph shall be reported to the Joint Legislative Budget Committee in writing at least 30 days, or no sooner than whatever lesser time after that notification the chairperson of the joint committee, or the chairperson’s designee, may determine, prior to the change. It is the intent of the Legislature to revise this section during the 2023–24 fiscal year to reflect any changes necessary to achieve the intended legislative purpose.
(7) Unless otherwise specified in this section, funds allocated pursuant to this section shall be available for encumbrance through June 30, 2025, and expenditure until June 30, 2027.
(8) Unless otherwise specified, the funds appropriated in this section shall not be disbursed for any project prior to September 30, 2023. Future legislation may, but is not required to, specify further details concerning the manner of disbursement of these funds.
(9) Funding provided in this section shall not be used for a purpose subject to Section 8 of Article XVI of the California Constitution. If the Department of Finance determines that any allocation would be considered an appropriation for that purpose, the funding shall not be allocated, and the department shall notify the Joint Legislative Budget Committee of that finding.
(10) The amounts specified in subdivisions (b), inclusive, are hereby appropriated from the General Fund as follows:
(b) To be allocated by the Department of Housing and Community Development as follows:
(57) $1,000,000 for the San Gabriel Valley Council of Governments for a homeless services pilot program.

Item #21.A.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Consideration of Appointment of ICF Boardmembers

City Manager's Recommendation:

That the City Council **adopt Resolution No. 2024-50-3527** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO RESIDENT REPRESENTATIVE MEMBERS AND ONE CITY COUNCIL REPRESENTATIVE TO THE IRWINDALE COMMUNITY FOUNDATION FOR TERMS EXPIRING JUNE 30, 2026" and **adopt Resolution No. 2024-51-3528** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO IRWINDALE BUSINESS REPRESENTATIVES TO THE IRWINDALE COMMUNITY FOUNDATION FOR ONE YEAR TERMS ENDING JUNE 30, 2025".

Administrative Action:

Submitted by:

Theresa Olivares, Assistant City Manager

Prepared by:

Laura Nieto, Chief Deputy City Clerk

Reviewed by:

Adrian R. Guerra, City Attorney

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

On October 10, 2018, the City Council adopted Resolution No. 2018-72-3066 establishing a Non-Profit Community Foundation for the purpose of accepting and using funds donated to the City for community purposes.

In early 2024, it was determined that all the seats on the Irwindale Community Foundation Board would be expiring this year. On March 13, 2024, the City Council amended the Articles of Incorporation and Bylaws of the Irwindale Community Foundation to state that the Board of Directors ("Board") shall be five (5) members, who serve staggered terms of two (2) years, except that the length of the terms of each of the five (5) directors appointed in 2024 shall be staggered, as follows:

- The councilperson's term shall end on June 30, 2026;
- The two City residents' terms shall end on June 30, 2026; and
- The two business representatives' terms, who shall not be employees, commissioners, or elected officials of the City of Irwindale, shall end on June 30, 2025.

On May 15, 2024 a citywide mailer was sent to all Irwindale households soliciting applications for the Resident vacancy, in accordance with the requirements of the Maddy Act. (Gov't Code § 54970, *et seq*.) On June 5, 2024, a letter was sent to all Irwindale businesses soliciting applications. Information about both the resident and business vacancies was posted on the City's social media platforms.

The following residents submitted their applications for consideration of appointment to a two-year term expiring June 30, 2026.

- Nathan Romero
- Vanessa Duran

The following Irwindale business representatives submitted applications for consideration of appointment to an initial one-year term expiring June 30, 2025:

- Steven Hillgren, Kearny Real Estate Company
- Dr. Manuel Urteaga, Urteaga Chiropractic Sports Medicine
- Carmen Jazmin Cortes, Heavenly Desires Intimates

All directors of the Board shall be appointed by a majority vote of the City Council, and all vacancies on the Board shall be filled by appointment by a majority vote of the City Council. Directors of the Board may be removed with or without cause by a majority vote of the City Council. It would now be

appropriate for the City Council to appoint a City Council representative, two (2) Irwindale Resident Representatives; and two (2) Irwindale Business Representatives to the Irwindale Community Foundation.

Fiscal Impact:

There is no fiscal impact associated with this action.

Attachments:

1. ICF Bylaws
2. Resolution No. 2024-50-3527 ICF Appointments, Council, Residents
3. Resolution No. 2024-51-3528 ICF Appointments, Business Represenatatives
4. Nathan Romero
5. Vanessa Duran
6. Manuel Urteaga
7. Steven Hillgren
8. Carmen Jazmin Cortes

BYLAWS
OF
IRWINDALE COMMUNITY FOUNDATION,
a California Nonprofit Public Benefit Corporation

BYLAWS
OF
IRWINDALE COMMUNITY FOUNDATION,
a California Nonprofit Public Benefit Corporation

ARTICLE I
NAME

The name of this corporation shall be IRWINDALE COMMUNITY FOUNDATION.

ARTICLE II
PRINCIPLE OFFICE OF THE CORPORATION

The principal office for the transaction of the activities and affairs of this corporation is located at Irwindale City Hall, 5050 Irwindale Avenue, Irwindale, California 91706. The board of directors may change the location of the principal office.

ARTICLE III
PURPOSES AND OBJECTIVES: LIMITATIONS

Section 1. Specific Purpose. The specific and primary purpose of this corporation is to support the City of Irwindale and the residents of the City of Irwindale by providing funding, through grants, donations, and corporate support, for community benefits and services to benefit the community. This corporation is organized and shall be operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code").

Section 2. General Purposes. The general purposes and powers of this corporation are the following:

(a) to receive, hold, and disburse gifts, bequests, devises, and other funds to advance the purpose and objectives of this corporation;

(b) to own and maintain or to lease suitable real and personal property which is deemed necessary for the purpose and objectives of this corporation; and

(c) to enter into, make, perform, and carry out contracts of every kind for any lawful purpose, without limit as to amount.

Section 3. Limitations. This corporation has been formed under the California Nonprofit Public Benefit Corporation Law (California Corporations Code Section 5110 et seq.) for the purposes and objectives described above.

This corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Code or the corresponding provision of any future United States internal revenue law, or (b) by a corporation contributions to which are deductible under Section 170(c)(2) of the Code or the corresponding provision of any future United States internal revenue law.

No substantial part of the activities of this corporation shall consist of the publication or dissemination of materials with the purpose of attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office or for or against any cause or measure being submitted to the people for a vote.

This corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of its purposes and objectives described above.

ARTICLE IV
CONSTRUCTION AND DEFINITIONS

Unless the context requires otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both a legal entity and a natural person.

ARTICLE V
DEDICATION OF ASSETS

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer, or member hereof or to the benefit of any private person. Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all of its debts and liabilities shall be distributed to a nonprofit fund, foundation or corporation designated by the board of directors of this corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Code or the corresponding provision of any future United States internal revenue law.

ARTICLE VI
MEMBERS

Section 1. Directors as Members. This corporation shall have no voting members within the meaning of the California Nonprofit Public Benefit Corporation Law. Any action that would otherwise require approval by a majority of all members or approval by the members shall require only approval of the board of directors, as authorized by Section 5310 of the California Nonprofit Public Benefit Corporation Law.

Section 2. Meetings. There shall be no meetings of members as such. The persons constituting the board of directors may, at any given time and from time to time, act in their capacity as members pursuant to Section I of this Article VI, at meetings of the board of directors held as provided in Section 5 of Article VII of these Bylaws.

ARTICLE VII
DIRECTORS

Section 1. Powers.

(a) General Corporate Powers. Subject to the provisions of the California Nonprofit Public Benefit Corporation Law and any limitations in the Articles of Incorporation and these Bylaws, the business and affairs of this corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the board of directors; provided, however, that in order to preserve the nonprofit, exempt-from-income-tax status of this corporation, neither the board nor any member thereof shall do any act, or authorize or suffer the doing of any act by an officer or employee of this corporation, on behalf of the corporation, which is inconsistent with the Articles or these Bylaws or the nonprofit purpose of this corporation. Any such act or acts shall be null and void.

(b) Specific Powers. Without prejudice to these general powers, and subject to the same limitations, the directors shall have the power to:

(i) Appoint and remove, at the pleasure of the board, all officers, agents, and employees of this corporation; prescribe any powers and duties for them that are consistent with law, with the Articles of Incorporation, and with these Bylaws; and fix their compensation in a manner consistent with the Articles of Incorporation, and with these Bylaws.

(ii) Change the principal office from one location to another within the City of Irwindale, California; and designate any place within Los Angeles County, California, for the holding of any meeting or meetings.

(iii) Adopt, make, and use a corporate seal; and alter the form of the seal.

(iv) Borrow money and incur indebtedness on behalf of this corporation and cause to be executed and delivered for this corporation's purposes and objectives, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.

(c) Limit on Dissolution. The Foundation may not be dissolved without the express authorization of the City Council of the City of Irwindale.

Section 2. Board of Directors. The authorized number of directors of the board shall be five (5). The board of directors shall be composed of the following:

(a) One sitting member of the City of Irwindale City Council;

(b) Two residents of the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale; and

(c) Two representatives of businesses located in the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale.

All directors of the board shall be appointed by a majority vote of the City Council, and all vacancies on the board shall be filled by appointment by a majority vote of the City Council.

Section 3. Term, Removal, and Vacancy.

(a) Term of Office. Directors shall be appointed for a term of two (2) years, except that the length of the terms of each of the five (5) directors appointed in 2024 shall be staggered, as follows:

(i) The councilperson's term shall end on June 30, 2026;

(ii) The two City residents' terms shall end on June 30, 2026; and

(iii) The two business representatives' terms shall end on June 30, 2025.

(b) Number of Terms. Directors may serve any number of terms and such terms may be consecutive.

(c) Resignation. Any director may resign by giving written notice to the chair of the board or to the executive director or the secretary of the board. The resignation shall be effective when the notice is given unless it specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the board may elect a successor to take office as of the date when the resignation becomes effective.

(d) Removal. Directors of the board may be removed with or without cause. A director of the board, other than the councilperson, may only be removed from the board by a majority vote of the board. The councilperson may only be removed from the board by a majority vote of the City Council.

(e) Vacancies. Upon the expiration of their term, directors of the board shall retain their position on the board until their successor is appointed. Notwithstanding the previous sentence, if the councilperson on the board ceases to be a member of the Irwindale City Council for any reason, he or she shall automatically be removed from the board of directors, effective on the date that such person ceases to be a member of the City Council. Moreover, if a City resident board member ceases to be a City resident, or if a business representative ceases to represent a business located in the City of Irwindale, such person shall be automatically removed for the board of directors, effective on the date of the triggering event.

Section 4. Leadership of the Board.

(a) Chair of the Board. The director of the board who is also a City councilmember shall be the chair of the board. The chair of the board shall preside at meetings of the board of directors and exercise and perform such other powers and duties as may be from time to time assigned to him/her by the board of directors or prescribed by the Bylaws.

(b) Vice Chair of the Board. The vice chair of the board shall be elected by the board. The vice chair shall have a term as vice chair of two (2) years, except that the vice chair's initial term as vice chair shall expire on June 30, 2022. A board member may serve any number of terms as vice chair and such terms may be consecutive. In the absence or disability of the chair of the board, the vice chair of the board shall perform all the duties of the chair of the board, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the chair of the board.

Section 5. Directors' Meetings.

(a) Applicability of the Ralph M. Brown Act. All meetings of the board of directors of this corporation shall be subject to the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.). However, if any applicable provisions of these Bylaws are more stringent than those contained in the Brown Act, then the provisions in these Bylaws shall control.

(b) Regular Meetings. The board of directors shall schedule regular meetings of the board of directors at such time and place as determined by the board of directors. Meetings of the board of directors shall be held in the City of Irwindale City Hall, unless otherwise determined by resolution of the board of directors or stated in the notice of meeting.

(c) Special Meetings. Special meetings of the board of directors may be called at any time by the chair of the board or by a majority of the authorized number of directors of the board. Notice of special meetings shall be given in accordance with Section 54956 of the Government Code, as may be amended from time to time. Any waiver of notice of a special meeting shall be filed with the corporate records and made a part of the minutes of the special meeting.

(d) Quorum. A quorum shall be present when a majority of the authorized number of directors are present, except to adjourn. A quorum must be present in order for the board of directors to conduct business. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the board of directors, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (i) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (ii) appointment of committees, and (iii) indemnification of directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

(e) Adjournment. A majority of the directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place.

(f) Notice of Adjournment. Notice of adjournment shall be given in accordance with Section 54955 of the Government Code, as may be amended from time to time.

Section 6. Compensation and Reimbursement. Directors and members of committees shall receive no compensation of any kind for their services as directors or officers. However,

directors and officers may be reimbursed for expenses, as may be determined by resolution of the board to be just and reasonable.

Section 7. Liabilities. No director now or hereafter shall be personally liable for any indebtedness or liability of this corporation, and any and all creditors of this corporation shall look only to the assets of the corporation for payment.

ARTICLE VIII
BOARD COMMITTEES

Section 1. Board Committees. The board of directors may establish one or more board committees, each consisting of no more than two (2) directors, to serve at the pleasure of the board. The board may designate one (1) or more directors as alternate members of any board committee who may replace any absent member at any meeting of the board committee. The board of directors may also appoint any number of persons who are not directors to serve at the pleasure of the board on any board committee, and said persons shall have a vote in the recommendation of the committee of which they are a member. The board of directors may adopt rules for the government of any board committee not inconsistent with the provisions of these Bylaws.

Section 2. Committee Member Selection. The chair of the board shall appoint committee members from the board, subject to confirmation by the board.

Section 3. Restrictions on Board Committees. A board committee shall have the power to make advisory recommendations to the board of directors regarding the subject matter of its charge, but shall have no other power, and shall have no power to bind the board of directors or the corporation in any way or thing whatsoever.

ARTICLE IX
OFFICERS

Section 1. Officers. The officers of this corporation shall be an executive director, a secretary, and a treasurer. Any number of offices may be held by the same person, except that neither the secretary nor the treasurer may serve concurrently as the executive director or chair of the board.

Section 2. Executive Director. The executive director shall be the City Manager of the City of Irwindale. Subject to such supervisory powers, if any, as may be given by the board of directors to the chair of the board, and subject to the control of the board of directors, the executive director shall generally supervise, direct, and control the business and the officers of the corporation. The executive director shall be the chief executive officer of the corporation. The executive director may designate deputies to assist him/her, as needed, and may also designate deputies to assist the secretary and the treasurer, as needed.

Section 3. Secretary. The secretary shall be the Chief Deputy City Clerk of the City of Irwindale. The secretary shall attend to the following:

(a) Book of Minutes. The secretary shall keep or cause to be kept, at the principal office or such other place as the board of directors may direct, a book of minutes of all

meetings and actions of directors, committees of directors, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice given, the names of those present at such meetings, the number of directors present or represented at directors' meetings, and the proceedings of such meetings.

(b) Custody of Articles and Bylaws. The secretary shall keep or cause to be kept, at the principal office of the corporation, a copy of the Articles of Incorporation and Bylaws, as amended.

(c) Notices, Seal, and Other Duties. The secretary shall give, or cause to be given, notice of all meetings of the board of directors, and of committees of the board, required by the Bylaws or by law to be given. The secretary shall keep the seal of the corporation, if any, in safe custody. The secretary shall have other powers and perform such other duties as may be prescribed by the board of directors or the Bylaws.

Section 4. Treasurer. The treasurer shall be the Director of Finance for the City of Irwindale. The treasurer shall attend to the following:

(a) Books of Account. The treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the properties and business transactions of this corporation. The treasurer shall send or cause to be given to the directors such financial statements and reports as are required to be given by law, by these Bylaws, or by the board. The books of account shall be open to inspection by any director at all reasonable times.

(b) Deposit and Disbursement of Money and Valuables. The treasurer shall (i) deposit or cause to be deposited all money and other valuables in the name and to the credit of this corporation with such depositories as may be designated by the board of directors, (ii) disburse the funds of this corporation as may be ordered by the board of directors, (iii) render to the executive director and directors, whenever they request it, an account of all transactions effected by the treasurer and of the financial condition of this corporation, and (iv) have such other powers and perform such other duties as may be prescribed by the board of directors or the Bylaws.

(c) Bond. If required by the board of directors, the treasurer shall give this corporation a bond in the amount and with the surety or sureties specified by the board of directors for faithful performance of the duties of such office and for restoration to this corporation of all its books, papers, vouchers, money, and other property of every kind in the possession or under control of the treasurer on such officer's death, resignation, retirement, or removal from office.

(d) Tax Filings. The treasurer shall prepare and file all necessary tax and financial documents on behalf of this corporation.

Section 5. Resignation or Removal of Officers. Resignation or removal from the position of City Manager, Deputy City Clerk, or Director of Finance shall be deemed resignation or removal from the position of executive director, secretary, or treasurer, respectively.

Section 6. Vacancies in Office. A vacancy in any office because of death, resignation, removal, or any other cause shall be filled in the manner designated by the City of Irwindale.

ARTICLE X
INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS

Section 1. Right of Indemnity. To the fullest extent permitted by law, this corporation shall indemnify any present or former director, officer, employee or other "agent" of the corporation, as that term is defined in Section 5238(a) of the California Corporations Code, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this Section, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

Section 2. Approval of Indemnity. On written request to the board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporations Code, the board shall promptly determine under Section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 5238(b) or Section 5238(c) has been met and, if so, the board shall authorize indemnification. If the board cannot authorize indemnification because the number of directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of directors who are not parties to that proceeding, the indemnification may be authorized by the court in which such proceeding is or was pending, pursuant to Section 5238(e) of the California Corporations Code.

Section 3. Advancement of Expenses. To the fullest extent permitted by law, expenses incurred by a person seeking indemnification under Sections 5238(b) or 5238(c) of the California Corporations Code in defending any proceeding covered by those Sections shall be advanced by the corporation upon the request of such person and upon receipt by the corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the corporation for those expenses.

Section 4. Insurance. The corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's, or agent's status as such.

ARTICLE XI
RECORDS AND REPORTS

Section 1. Maintenance of Corporate Records. The corporation shall keep:

(a) Adequate and correct books and records of account; and

(b) Written minutes of the proceedings of its board, board committees and community committees.

Section 2. Inspection by Directors. Every director shall have the absolute right at any reasonable time to inspect the corporation's books, records, documents of every kind, physical properties, and the records of each of its subsidiaries. The inspection may be made in person or by

the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

Section 3. Annual Report. The corporation shall cause an annual report to be sent to the directors within one hundred twenty (120) days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

(a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year.

(b) The principal changes in assets and liabilities, including trust funds.

(c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes.

(d) The expenses or disbursements of the corporation for both general and restricted purposes.

(e) Any information required by Section 4 below.

The annual report shall be accompanied by any report on it of independent accountants or, if there is no such report, by the certificate of an authorized officer of the corporation that such statements were prepared without audit from the corporation's books and records.

This requirement of an annual report shall not apply if the corporation receives less than Twenty-Five Thousand Dollars ($25,000.00) in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished annually to all directors who requests it in writing.

Section 4. Annual Statement of Certain Transactions and Indemnifications. As part of the annual report to all directors, or as a separate document if no annual report is issued, the corporation shall annually prepare and furnish to each director a statement of any transaction or indemnification of the following kind within one hundred twenty (120) days after the end of the corporation's fiscal year:

(a) Any transaction (i) in which the corporation, its parent, or its subsidiary was a party, (ii) in which an "interested person" had a direct or indirect material financial interest, and (iii) which involved more than Fifty Thousand Dollars ($50,000.00), or was one of a number of transactions with the same interested person involving, in the aggregate, more than Fifty Thousand Dollars ($50,000.00). For this purpose, an "interested person" is either of the following:

(i) Any director or officer of the corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or

(ii) Any holder of more than ten percent (10%) of the voting power of the corporation, its parent, or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the corporation, the nature of their interest in the transaction and, if

practicable, the amount of that interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

(b) Any indemnifications or advances aggregating more than Ten Thousand Dollars ($10,000.00) paid during the fiscal year to any officer or director of the corporation under Article X of these Bylaws.

ARTICLE XII
GENERAL CORPORATE MATTERS

Section 1. Fiscal Year. The fiscal year of this corporation shall commence on July 1 and conclude on June 30.

Section 2. Checks, Drafts and Evidence of Indebtedness. All checks, drafts, or other orders for payment of money, notes, or other evidences of indebtedness, issued in the name of or payable to this corporation, shall be signed or endorsed by both (i) the chair of the board or a vice chair of the board, and (ii) the treasurer of the corporation.

Section 3. Corporate Contracts and Instruments; How Executed. The board of directors, except as otherwise provided in these Bylaws, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of this corporation, and this authority may be general or confined to specific instances; and, unless so authorized or ratified by the board of directors or within the agency power of an officer, no officer, agent or employee shall have any power or authority to bind this corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or for any amount.

Section 4. Policies. The Irwindale Community Foundation shall be governed by the officially adopted policies of the City of Irwindale, except to the extent that such policies conflict with these Bylaws or California Nonprofit Public Benefit Corporation Law. In the event of any conflict, these Bylaws and California Nonprofit Public Benefit Corporation Law shall govern.

Section 5. Parliamentary Procedure. The Irwindale Community Foundation shall conduct meetings in accordance with the parliamentary procedures of the City of Irwindale.

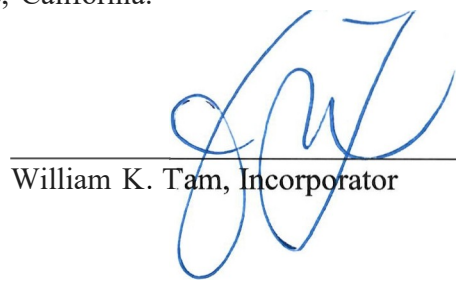
ARTICLE XIII
AMENDMENTS

New Bylaws may be adopted or these Bylaws may be amended or repealed by approval of the board of directors. Notwithstanding the above, Sections 1(c), 2, and 4(a) of Article VII, and Article IX, may not be amended, removed, or otherwise made ineffective without the express approval of the City Council of the City of Irwindale.

CERTIFICATE OF INCORPORATOR

I hereby certify that I am the Incorporator of the Irwindale Community Foundation, a California nonprofit public benefit corporation, and that I adopted the above and foregoing Bylaws as the Bylaws of this corporation pursuant to my authority under California Corporations Code section 5134 on February 13, 2019, and that they have not been amended since that date.

Executed on February 24, 2020, at Irwindale, California.



William K. Tam, Incorporator

RESOLUTION NO. 2024-50-3527

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO RESIDENT REPRESENTATIVE MEMBERS AND ONE CITY COUNCIL REPRESENTATIVE TO THE IRWINDALE COMMUNITY FOUNDATION FOR TERMS EXPIRING JUNE 30, 2026

WHEREAS, on October 10, 2018, the City Council adopted Resolution No. 2018-72-3066 establishing a Non-Profit Community Foundation for the purpose of accepting and using funds donated to the City for community purposes; and

WHEREAS, on February 13, 2019, the City Council approved the Articles of Incorporation and the Bylaws of the Irwindale Community Foundation that states the board of directors ("Board") shall be five (5) members, who serve staggered terms of two (2) years, and shall be composed of the following: one sitting member of the Irwindale City Council; two (2) residents of the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale and two (2) representatives of businesses located in the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale; and

WHEREAS, on March 13, 2024, the City Council amended the Articles of Incorporation and Bylaws of the Irwindale Community Foundation to state the board of directors ("Board") shall be five (5) members, who serve staggered terms of two (2) years, except that the length of the terms of each of the five (5) directors appointed in 2024 shall be staggered, as follows:

- The councilperson's term shall end on June 30, 2026;
- The two City residents' terms shall end on June 30, 2026; and
- The two business representatives' terms, who shall not be employees, commissioners, or elected officials of the City of Irwindale, shall end on June 30, 2025.

WHEREAS, on May 16, 2024 a citywide mailer was sent to all Irwindale households soliciting applications for the Resident vacancies in accordance with the requirements of the Maddy Act (Gov't Code § 54970, *et seq*.); and

WHEREAS, two (2) residents submitted applications for consideration of appointment to the Board by the deadline of June 19, 2024; and

WHEREAS, all directors of the Board shall be appointed by a majority vote of the City Council, and all vacancies on the board shall be filled by appointment by a majority vote of the City Council. Directors of the Board may be removed with or without cause by a majority vote of the City Council; and

WHEREAS, it would now be appropriate for the City Council to make appointments to the Irwindale Community Foundation Board for full terms expiring June 30, 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Pursuant to bylaws of the Irwindale Community Foundation, directors shall be appointed for a term of two years, as follows:

Councilperson's appointment shall end on June 30, 2026:

_____

The term of two Irwindale Residents shall end on June 30, 2026:

_____

_____

Section 2. The Chief Deputy City Clerk shall certify to the adoption of this Resolution and shall transmit a certified copy thereof to the newly appointed members.

PASSED, APPROVED, and ADOPTED this _____ day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } ss.
CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-50-3527 was adopted at a regular meeting of the Irwindale City Council held on the 26th day of June 2024, by the following vote of the Council:

AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: Councilmembers:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

RESOLUTION NO. 2024-51-3528

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING TWO IRWINDALE BUSINESS REPRESENTATIVES TO THE IRWINDALE COMMUNITY FOUNDATION FOR ONE YEAR TERMS EXPIRING JUNE 30, 2025

WHEREAS, on October 10, 2018, the City Council adopted Resolution No. 2018-72-3066 establishing a Non-Profit Community Foundation for the purpose of accepting and using funds donated to the City for community purposes; and

WHEREAS, on February 13, 2019, the City Council approved the Articles of Incorporation and the Bylaws of the Irwindale Community Foundation that states the board of directors ("Board") shall be five (5) members, who serve staggered terms of two (2) years, and shall be composed of the following: one sitting member of the Irwindale City Council; two (2) residents of the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale and two (2) representatives of businesses located in the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale; and

WHEREAS, on March 13, 2024, the City Council amended the Articles of Incorporation and Bylaws of the Irwindale Community Foundation to state the board of directors ("Board") shall be five (5) members, who serve staggered terms of two (2) years, except that the length of the terms of each of the five (5) directors appointed in 2024 shall be staggered, as follows:

- The councilperson's term shall end on June 30, 2026;
- The two City residents' terms shall end on June 30, 2026; and
- The two business representatives' terms, who shall not be employees, commissioners, or elected officials of the City of Irwindale, shall end on June 30, 2025

WHEREAS, on June 5, 2024 a mailer was sent to all Irwindale Businesses and posted onto the City's social media platforms soliciting applications for the Irwindale Business Representative vacancies in accordance with the requirements of the Maddy Act (Gov't Code § 54970, *et seq*.); and

WHEREAS, three (3) individuals representing Irwindale Businesses submitted applications for consideration of appointment to the Board by the deadline of June 19, 2024; and

WHEREAS, all directors of the Board shall be appointed by a majority vote of the City Council, and all vacancies on the board shall be filled by appointment by a majority vote of the City Council. Directors of the Board may be removed with or without cause by a majority vote of the City Council; and

WHEREAS, it would now be appropriate for the City Council to make appointments to the Irwindale Community Foundation Board for initial one-year terms expiring June 30, 2025.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Pursuant to bylaws of the Irwindale Community Foundation, directors shall be appointed for initial one year-terms, as follows:

The term of two Irwindale Business Representatives shall end on June 30, 2025:

_____

_____

Section 2. The Chief Deputy City Clerk shall certify to the adoption of this Resolution and shall transmit a certified copy thereof to the newly appointed members.

PASSED, APPROVED, and ADOPTED this _____ day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } ss.
CITY OF IRWINDALE }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2024-51-3528 was adopted at an regular meeting of the Irwindale City Council held on the 26th day of June 2024, by the following vote of the Council:

AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: Councilmembers:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

IRWINDALE
COMMUNITY FOUNDATION

APPLICATION FOR APPOINTMENT TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

☒ Resident
☐ Representative of a Business

Name of Business: _____

Position: _____

Name: Nathan Romero

Address: [redacted]

Occupation: Sales

Employer: Dreyers Grand Ice Cream

Address: 1705 Donlon St. Oakland Ca.

Home Phone: [redacted] Business Phone: ( ) _____

Years in Irwindale: 38 Registered Voter? N/A

Educational background / degree: Bachelor of Business Administration

Licenses or Special Certificates: N/A

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. Irwindale Community Foundation

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

Paper Attached

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

see attached

Have you applied for any City Board or Commission before? Yes X No ____

If so, which one? Irwindale Community Foundation

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

see attached

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature: _____ Date: 6/13/24

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to:

Irwindale Community Foundation
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 19, 2024 AT 6:00 P.M.

Please contact the Board Secretary at 626-430-2202 if you have any questions.

What are your reasons for wanting to server on the Irwindale Community Foundation?

I recently served on the Irwindale community foundation for half a term, when I replaced Commissioner Michelle Duran, who is now part of the Parks & Recreation Commission. I would like to continue serving my community a full term on the Irwindale community Foundation and continue providing insight, support, guidance, and propose new ideas that will further enrich the Irwindale community. As the Irwindale Community Foundation continues to grow and develop, I would like to be part of that process and reach out to local business and bring awareness to what the Irwindale Community Foundation has accomplished in recent years.

Why do you feel that you would make a good Foundation Member.

As a long-term Irwindale resident, I care about my city and its future growth and its progression. In the past year, while I served on the Irwindale Community Foundation, I gained knowledge, experience, and understanding of how funding programs like Aquatics, Library, Senior Center, and Recreation have a lasting impact on the lives of the Irwindale community.

Have you applied for a City Board or Commission before?

Yes - I have been part of the Irwindale Community Foundation since March 2023, till present day.

Abilities, experiences, and interest which you believe would contribute to your participation in municipal government.

- Bilingual (English & Spanish),
- Bachelor of Business Administration Degree
- Networking
- Community Service
- Volunteer work _ Food Banks
- Irwindale Community Foundation
- Royal Oaks PTO – Board Member

NATANAEL ROMERO

[redacted]
Irwindale, CA 91010
[redacted]

Support Account Director / Team Leader / Insight Manager with Account & Team Operations. Support my team in driving key merchandising requirements and strategies across the country. Utilize key tools to support objectives. Work closely with my team/account team to drive merchandising strategies and execution as part of account business plans, key customer presentations, and other operational activities. Work in conjunction with my team to translate the business needs into reports/analytics functional requirements and interpret the report/analytics needs for the customer, and help my teams create course-correcting game plans.

EXPERIENCE

2020 – PRESENT

DREYER'S GRAND ICE CREAM, CATEGORY MANAGEMENT ANALYST

- Standardized reports to provide insights on the Dreyer's Ice Cream business
- Develop planograms for the ice cream category to increase growth and drive opportunities
- New Items Launch, leading teams to executing yearly store level updates with new items

2010 – 2020

NESTLE, RESET COORDINATOR

- Standardized reports to provide insights on the Dreyer's Ice Cream & DiGiorno Pizza business
- Develop planograms for Ice Cream & Pizza category to increase growth, drive opportunities
- New Items Launch, leading teams to executing yearly store level updates with new items

2005– 2010

DREYER'S GRAND ICE CREAM, RESET COORDINATOR

- Standardized reports to provide insights on the Dreyer's Ice Cream business
- Develop planograms for the ice cream category to increase growth and drive opportunities
- New Items Launch, leading teams to executing yearly store level updates with new items

2003 – 2005

S.A.S. (SELECT A SERVICE) FIELD MERCHANDISING/ SALES REPRESENTATIVE

- Team Lead Reset Merchandise in remodeled grocery stores.
- Project manager overseeing a team of merchandisers setting up product at new stores
- Develop and train new hires onboarding training

EDUCATION

2014-2017

BACHELOR OF BUSINESS ADMINISTRATION, CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

Marketing/ Product and Brand Management

ASSOCIATE OF ARTS, PASADENA CITY COLLEGE

General Studies

SKILLS

- Excellent Communication Skills
- Customer Service
- Sales/ Marketing
- Apollo Space Planning – Schematic Development
- Project Coordination
- Inventory Management
- Bilingual (Spanish/English)
- JDA Space Planning – Schematic Development

ACTIVITIES

VOLUNTEER

LOS ANGELES REGIONAL FOOD BANK

2012 – 2017

VOLUNTEER

SECOND HARVEST FOOD BANK ORANGE COUNTY

2018

VOLUNTEER

PTO – BOARD MEMBER - ROYAL OAK STEAM ACCADAMY

2023 - PRESENT

IRWINDALE
COMMUNITY FOUNDATION

RECEIVED
JUN 19 2024
CITY OF IRWINDALE
4:46pm

APPLICATION FOR APPOINTMENT TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

- [X] Resident
- [ ] Representative of a Business

Name of Business: N/A

Position: N/A

Name: Vanessa Duran

Address: [redacted]

Occupation: Contract Administrator

Employer: Henkels & McCoy West, LLC

Address: 2840 Ficus Street, Pomona, CA 91766

Home Phone: [redacted] Business Phone: ( ) NONE

Years in Irwindale: 17 years Registered Voter? Yes

Educational background / degree: High School Diploma & Some College

Licenses or Special Certificates: None

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. None

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

To be a conduit for change and excellence in our city by actively serving our community.

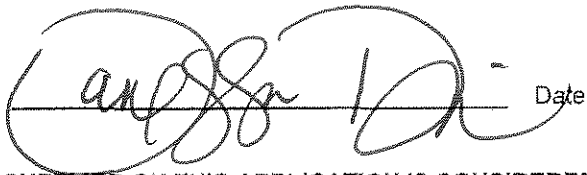
Application for Appointment
To Irwindale Community Foundation

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)
I have strong roots in the city with multiple generations calling Irwindale home. I love to see our community working together to safegard the generational traditions and camaraderie this city was built on. I want to continue to see programs that encourage community connection and family.

Have you applied for any City Board or Commission before? Yes X No ____
If so, which one? The Planning Commision

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:
I have a strong sense of community and I'm not afraid to lend a helping hand where it's needed. I have participated in numerous Community Foundation events in the past and I'm excited to take a more active role in the foundation if welcomed.

PLEASE INCLUDE A RESUME, IF AVAILABLE - Please see attached.

Signature:  Date: 06/19/2024

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to: Irwindale Community Foundation
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 19, 2024 AT 6:00 P.M.

Please contact the Board Secretary at 626-430-2202 if you have any questions.

Vanessa Duran

[redacted], Irwindale, CA 91706 | [redacted]

Summary

Contract administrator with 7 years of contract experience as well as 20 years of construction experience at various levels. Extensive knowledge of construction process and procedures. Offer a strong work ethic with the understanding of timeliness, efficiency, and urgency to assure project success. Seeking a stimulating position where I can utilize my experience to benefit my employer as well as myself.

Skills & Abilities

- Ability to meet deadlines with accuracy.
- Strong organizational skills.
- Able to work well in a high volume and high stress environment.

Experience

CONTRACT ADMINISTRATOR | MASTEC/HENKELS & MCCOY | 03/23 – CURRENT

Draft and issue subcontracts, negotiate subcontractor redlines and revise subcontracts, task orders & change orders received from subcontractors for future and ongoing projects. Manage subcontractor insurance certificates on file. Confer with legal counsel regarding possible exposure of subcontracts, correspond with project managers and their support staff regarding contract scopes and project standards. Manage the receipt of contract documentation from subcontractors.

CONTRACT ADMINISTRATOR | PAVEMENT RECYCLING SYSTEM | 06/22 – 03/23

Review, negotiate and revise subcontracts, task orders & change orders received from contractors for future projects. Confer with management regarding possible exposure of subcontracts, correspond with project managers regarding subcontract scope. Manage the flow and timely submission of Owner Controlled Insurance Programs to owner or relevant reporting agency.

CONTRACT ADMINISTRATOR | BIRDI SYSTEMS, INC. | 03/22 – 06/22

Draft, review, negotiate and revise contracts, task orders & change orders received from both owners and contractors for future captured projects. Confer with legal counsel regarding possible exposure of contracts, correspond with salesmen regarding contract scopes. Manage the flow and timely submission of compliance paperwork from subcontractors to owner or relevant reporting agency. Manage the receipt of payment application documentation from subcontractors. Obtain performance and payment bonds, assuring receipt of subcontract documents, insurance, WRAP as well as special requirements.

SENIOR CONTRACT ADMINISTRATOR | FISHER HOLDINGS, INC. | 08/17 – 02/22

Review, negotiate and revise subcontracts received from contractors for future projects. Confer with legal counsel regarding possible exposure of contracts, correspond with salesmen regarding contract scope and keep contracts calendar for future reference. Obtain performance and payment bonds, assuring receipt of subcontract documents, insurance as well as special requirements.

LABOR COMPLIANCE ADMINISTRATOR | FISHER HOLDINGS, INC. | 07/14 – 08/17

Manage the timely submission of One-time forms, monthly submission of certified payroll and closeout documentation. Attend all pre-construction compliance meetings. Developed business relationships with all Southern California based labor compliance management and reporting agencies. Established new procedures and policies necessary for timely submission.

CONTRACT ADMINISTRATIVE ASSISTANT | CELL-CRETE CORPORATION | 09/09 - 07/14
Receive and input newly captured jobs from salesman into American Contractors accounting system. Managed the flow of contracts from salesman, contract administrator through Corporate Officer for signature and returned to customer. Ordered project specific insurance, filed pre-lien notices, verified city business license is in place, and ensured all contact documents have been submitted for each project.

FILE CLERK/ FILL-IN RECEPTIONEST | CELL-CRETE CORPORATION | 02/09 – 09/09
Filed fully executed contract, pre-lien documents and archived old files. Set-up managed and maintained the archive system for multiple companies. Relieved the receptionist while out to lunch; answering phones, received packages, and assisted the HR in minor tasks.

BID RUNNER/ ESTIMATING ASSISTANT | CS LEGACY | 03/05 – 12/08
Worked closely with estimator at bid openings on last-minute submission of estimator numbers. Scheduling and attendance of bid openings, job walks and pre-construction meetings. Preparation of bid documents inclusive of ordering bid bonds, preliminary bid takeoff, good faith effort preparation execution and documentation.

Education

DIPLOMA | JUNE 2003 | COVINA HIGH SCHOOL

IRWINDALE
COMMUNITY FOUNDATION

APPLICATION FOR APPOINTMENT
TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

- ☐ Resident
- ☑ Representative of a Business

Name of Business: Urteaga Chiropractic Inc.

Position: Owner

Name: Manuel Urteaga

Address: 5312 N. Irwindale Ave. Unit H, Irwindale CA 91706

Occupation: Chiropractor

Employer: Urteaga Chiropractic Inc.

Address: 5312 N. Irwindale Ave. Unit H, Irwindale CA 91706

Home Phone: (626) 626 Business Phone: (626) 626

Years in Irwindale: 1 Registered Voter? Yes

Educational background / degree: DC (2007), BS Kinesiology (2004), MS Sports Medicine (2014)

Licenses or Special Certificates: Chiropractic, Registered Clinical Exercise Physiologist, Certified Medcal Examiner

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. Whittier Community Foundation (President-Current) 2018-Current.
Rio Hondo Foundation Board 2023-Present,

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

I have always found great pleasure is helping my community, both where I live and work. I am always looking for opportunities to help my community thrive.

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

When committed to a cause I devote my time and resources to achieve any and all objectives. I have a proven track record of dedication and effective communication.

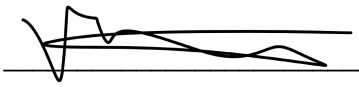
Have you applied for any City Board or Commission before? Yes Y No _____

If so, which one? Whittier Community Foundation

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

I have served on the Whittier foundation board for many years and helped to put on numerous events to help the community. I know I can do the same for Irwindale..

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature:  Date: 6/17/24

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to:
Irwindale Community Foundation
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 19, 2024 AT 6:00 P.M.

Please contact the Board Secretary at 626-430-2202 if you have any questions.

Manuel Urteaga, DC, MS, RCEP-ACSM, CME, CSCS

[redacted]

W: (562) 274-7771

[redacted]

www.urteagachiropractic.com

Education:

- California State University, Long Beach
  - M.S. Kinesiology; Sports Medicine/Injury Studies — March 2014
- Southern California University of Health Sciences
  - Doctor of Chiropractic — December 2007
- California State University, Fullerton
  - B.S. Kinesiology; Exercise Science — June 2004

Work Experience:

- Urteaga Chiropractic & Sports Medicine — January 2008 - Present
  - Sports Medicine and Personal Injury Chiropractor
    - Diagnosis and treatment of musculoskeletal injuries with an emphasis in sports related injuries, as well as sciatica, headaches, low back pain, neck pain, osteo-arthritis, and carpal tunnel syndrome
    - Implementation of appropriate therapeutic exercises
    - Proper management, mitigation and documentation of auto collision patients
    - Thorough understanding of all matters related to auto injury claims
- Southern California University of Health Sciences — September 2011 – Present
  - Assistant Professor
    - Lead Instructor: Exercise Physiology & Principles of Exercise, Clinical Reasoning 1 & 2, Clinical Orthopedic & Neurologic Evaluation, Neuromusculoskeletal Evaluation I, Practice Management: Risk Assessment
    - Supervision Clinician: Cerritos College Base Clinic (2012 – Present)
- Montebello High School — January 1999 – Present
  - Strength & Conditioning Coach/Assistant Volleyball Coach/Football Team Chiropractic Sports Medicine Doctor
    - Strength & conditioning program design and supervision for high school athletes
    - Injury treatment and prevention for boys' and girls' volleyball teams
    - Supervision of athletic medical staff
    - On site treatment of sports related injuries
- Bell Gardens High School — September 2013 – Present
  - Football Team Chiropractic Sports Medicine Doctor
- East Los Angeles College — January 2011 – January 2012
  - Dance Team Doctor
    - Injury treatment and prevention for professional dance team
    - Prescription of rehabilitative and strengthening exercises for dancers

Internship:

- California State University, Long Beach
  - Strength & Conditioning Complex
    - Implementation of strength & conditioning and program design for division I collegiate athletes
    - Exercise testing of athletes
  - Exercise Physiology Laboratory Graduate Assistant
    - Mentor and assist undergraduate students with anthropometric and physiological measurements in a laboratory setting
    - Teach various exercise testing methods including cardiac and pulmonary functions
  - Scientific Foundations of Locomotion
    - Generated new biomechanical assessment protocol with professor
    - Instructed undergraduate students on posture and locomotion mechanics and abnormalities

Certifications:

- Certified Medical Examiner — January 2021 – Current
- Registered Clinical Exercise Physiologist — June 2014 - Current
- Certified Strength & Conditioning Specialist — March 2011 – Current
- California Basic Educational Skills Test (C-BEST) — June 2004
- Basic Life Support & CPR — January 1999 – Current

Professional Association:

- American College of Sports Medicine — January 2012 - Current
- National Strength & Conditioning Association — March 2011 – Current
- Bright Health Physicians — January 2009 – December 2011
- California Chiropractic Association — January 2008 – Current
- American Chiropractic Association — March 2005 – December 2010
- National Federation State High School Association — August 2001 – Current

Community Service:

- Rio Hondo Foundation Board Member — February 2024-Current
- Whittier Community Foundation Board - President — August 2017-Current
- PIH Circle of Excellence — June 2016 - Current
- City of Whittier 5K Committee — January 2014 – Current
- Activate Whittier Board — January 2014 – December 2017
- Aids Lifecycle Ride to End AIDS — June 2005 – June 2007
- Healing Hands for Humanity Mexico Outreach Program — August 2005 – December 2007
- UCLA Latino Alumni Association Scholarship Committee — May 1997 – May 2006

Awards & Achievements:

- Graduate Student Honors, CSULB — March 2014
- 4.0 Club, CSULB — March 2014

IRWINDALE
COMMUNITY FOUNDATION

APPLICATION FOR APPOINTMENT
TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

☐ Resident
☑ Representative of a Business

Name of Business: Kearny Real Estate Company

Position: Vice President

Name: Steven Hillgren

Address: [redacted]

Occupation: Real Estate Development

Employer: Kearny Real Estate Company

Address: 11150 Santa Monica Blvd, Suite 300

Home Phone: (949) 949 Business Phone: (949) 949

Years in Irwindale: 5 Registered Voter? Yes (not in Irwindale)

Educational background / degree: Georgetown University - Business and Theology

Licenses or Special Certificates:

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. Irwindale Chamber of Commerce Board

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

See attached

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

See attached

Have you applied for any City Board or Commission before? Yes _____ No X_____

If so, which one? _____

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

See attached

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature: Steven Hillgren Date: June 18, 2024

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to:
Irwindale Community Foundation
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 19, 2024 AT 6:00 P.M.

Please contact the Board Secretary at 626-430-2202 if you have any questions.

Steven Hillgren – Question/Answers

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

- As a parent who began by raising our children in West Los Angeles, I struggled with how poorly our community services were maintained. Clean parks and a welcoming library were non-existent. Irwindale Park, the pool, the library (especially the new one) are some of the best facilities in Southern California. I've sincerely appreciated how community leaders focus on what is best for the residents; and provide safe, first-class places for people to meet, play, and join in a strong sense of community. I want to serve the Community Foundation so I can help improve what are already very special places in the community.

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

- I've served as an Irwindale Chamber of Commerce board member for the past two years and enjoy collaborating with other business leaders. I'm comfortable sharing ideas and debating in a board setting. My background in finance (7 years in banking – Sunwest Bank and Wells Fargo) and real estate development (6 years - Kearny) can provide valuable analytical, design, and space planning support.

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

- I have been involved in the Irwindale community for the past 5 years working on the remediation of the former Nu-Way landfill (Irwindale Gateway). It has been exciting to see a blighted site transform into something usable that will one day benefit the City. My experience in the business community offers a valuable connection to collaborate, support, and enhance community spaces for the betterment of Irwindale residents. Most importantly (I think), is that my experience as a father, and knowing the importance of providing community to our children, is something that must be safeguarded by our leaders. Being involved in that goal as part of the Foundation is very exciting and appealing to me.

IRWINDALE
COMMUNITY FOUNDATION

APPLICATION FOR APPOINTMENT TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

☐ Resident
☑ Representative of a Business

Name of Business: Heavenly Desires Intimates
Position: Founder and CEO
Name: Carmen Jazmin Cortes
Address: 5200 Rivergrade Rd. Ste. B-2, Irwindale CA
Occupation: Plan, organize operations etc.
Employer: _____
Address: _____
Home Phone: ( ) _____ Business Phone: 626 650-6857
Years in Irwindale: 2+ years Registered Voter? yes
Educational background / degree: N/A
Licenses or Special Certificates: N/A
List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. N/A

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

If we are looking to be a change, serve and service, we first must take full respons-

ibity. My assignment is to do The Lord's work. Be the influence, this time and season we must ALL be willing and obidient. My faith in GOD, my integrity, the favor in and thrugh my life is to be shared.

To Irwindale Community Foundation

Being blessed/honored to be a young Business owner has given me an advant

age many may not have. Contributing my very own life experiences, what and how moments as such have shaped/moldied me into the places and spaces, I am in now. The abilities I've gained throughout these times is NOT bought, it is taught.

I hold much interest and dear to my heart to expand our community. Seeking to be the answer to many problems, such as the less fortunate that has unfortunetly increased the past years. Which leads to health issues, the risk of higher mortality, theft, vandilism and much more. It's an increase in violence to our future generations that we must NOT neglect but use all that has been given to us to be the change.

To Irwindale Community Foundation

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

The season is here and now. The world is NOT my home, Heaven is.

I speak only what The word of GOD speaks. Being blessed to be the age I am in, is a reflection that each and every single one of us HAS a purpose, voice and a plan.

If us as a community were simply shown the importance of taking action. More of us will be testifying.

projects and management. Maintaining a safe and proper work environment for all employees, vendors, funders and customers. Impactful in directing detail orientated resources, keeping a close proximity to original CEO'S and Founders of the company to operate, maximize, possess progress and capitalize in edification to increase in the industry.

EDUCATION

2012 - 2016
Monrovia High School
High School Diploma Business Admin.

2012 - 2016
Monrovia High School
Graduated with honors
Spanish - English

SKILLS

- Knowledge In Technical Project Management Tools
- Advanced Strategic Administration Software
- Leadership In Corporate Sales, Service and Negotiations Account Management
- Social Media Management, Brands, Networking and Marketing
- Spanish Language Proficiency Reading, Writing and Interpretation
- Research Customer Support, Operate Positioning, Hiring Of Team

WORK EXPERIENCE

Assistant Manager
Creative Woman Inc, 2014 -2018
Comprehensive administrative assistance to former Ceo's, Founders and management teams. Agenda follow-up, problem solving and engagement. Review of documents suitability and file control. File maintenance. Communications, buyer and travel partner in restock.

CEO and Original Founder
Heavenly Desires Intimates, 2018 - Currently
Customer Service and Servicing. Switchboard management. Marketing strategist, brand/face of the company and industry. Accomplishing overall direction and leadership. Mentoring check-in and check-out book organization. Risk assessments, corporate social responsibility.

To Irwindale Community Foundation

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature: Carmen L. Date: 06/12/24

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

CARMEN J. CORTES

ADMINISTRATION MANAGER

Integral visionary stratigist in all areas of the work place. Establishing programs, shifting ideas, projects and management. Mantaining a safe and proper work environment for all employees, vendors, funders and customers. Impactful in directing detail orientated resources, keeping a close proximity to original CEO'S and Founders of the company to operate, maximize , possess progress and capitalize in edification to increase in the industry.

EDUCATION

2012 - 2016
Monrovia High School
High School Diploma Business Admin.

2012 - 2016
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CEO and Original Founder
Heavenly Desires Intimates, 2018 - Currently
Customer Service and Servicing. Switchboard management. Marketing strategist, brand/face of the company and industry. Accomplishing overall direction and leadership. Mentoring check-in and check-out book organization. Risk assessments, corporate social responsibilitie.

Item #21.B.

City of
IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Review of Second Comment Letter from the California Department of Housing & Community Development (HCD) Regarding the City's Draft Housing Element and Direction for Response

City Manager's Recommendation:

That the City Council provide direction to staff regarding the May 3, 2024 comment letter from HCD, including (1) Local Preference Policy for Housing Programs; and (2) Allen Drive Site: Milestones for issuing final entitlements and building permits.

Administrative Action:

Prepared/Submitted by:

Marilyn Simpson, Community Development Director

Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

The City is preparing the City's Housing Element (HE) update to comply with State Housing Element Law, and the 2021-2029 SCAG 6th Cycle Regional Housing Needs Allocation (RHNA) for the City.

On June 22, 2022, the City Council/Housing Authority Board provided direction to staff for the inclusion

of specific housing sites to be included in the HE. The final sites were: 5100 Allen Drive, 12881 Ramona Boulevard, 13201 Ramona Boulevard, 15990 Foothill Boulevard, and Irwindale Avenue & Avenida Padilla (Sites). The Council/Board also requested to bring back the item for further discussion on possible zoning designations and densities for each site.

On July 13, 2022, the Council/Board provided direction to staff on the sites including proposed densities, in order to meet the required RHNA numbers and income categories.

In January 2023, the draft Housing Element was submitted to HCD for review, based on the direction provided by the Council/Board on July 13, 2022. The City received comments from HCD on April 19, 2023, that required additional research and response. Additionally, staff and the consultant met with HCD for technical assistance to address their comments. The revised draft Housing Element was submitted to HCD in February 2024.

Staff received a comment letter from HCD, dated May 3, 2024 (Attachment A), that stated while the revised draft HE addressed several statutory requirements, additional revisions were necessary. On May 10, 2024, City staff and Matt Kowta, the consultant from BAE who is preparing the element, had a meeting with HCD reviewers to get clarification on the comments and revision requests. Staff can address most of the comments and provide that information to HCD. The HCD reviewers indicated that we are very close to getting the HE certified by HCD. While preparing for resubmittal to HCD, there are two items that require City Council direction to staff in order to satisfy the HCD reviewers comments. These include:

1. HCD referenced the past State Audit (November 2016) regarding fair housing issues and the City's local preference policy regarding long-term Irwindale residency as an eligibility factor for housing. Specifically, the State Audit identifies that the City should ensure that all residents have an equal chance to participate in the Housing Authority's programs and recommends removing the long-term residency priorities from future housing programs to ensure equal opportunity in the City's housing programs. The City's response to the State Audit recommends that the Housing Authority Board consider one category for residency priority when the Housing Authority considers the Guidelines, Policies, and Procedures for the next housing project.

Based on discussion with the HCD reviewers, a 3-year residency requirement is recommended to be applied to give local preference for housing programs.

Currently, only the Las Casitas Senior Apartments have a local preference residency program. The Housing Authority utilizes the definition of a "Continuous Resident" in the current Las Casitas Guidelines, Policies, and Procedures, and the previous Mayans Housing Purchase Program. The Las Casitas Guidelines are currently active and used for application processing, and the City/Housing Authority does not currently have an active housing project open. The definition of a "Continuous Resident" under the Las Casitas Guidelines and the Mayans Housing Purchase Program identifies two subcategories for "Continuous Resident": "Category A" applicant who continuously resides in Irwindale for the last 5 years prior to the application deadline; and "Category B" applicant who continuously resides in Irwindale for at least 3 years prior to the application deadline. Based on the

recommendations of the State Audit, staff is recommending the City Council identify one term for local preference.

2. City commitment to development of the Allen Drive Site with specific milestones for entitlement and development is consistent with the RHNA objectives identified for Allen Drive. A suggested milestone and timing schedule would include:

- Completion of Rezonings: December 2024/January 2025
- Approval of Final Entitlements: December 2026
- Issuance of Building Permits: June 2027

Tonight, Staff is seeking direction from the Council/Board regarding specific milestones for development of the Allen Drive site and eligibility criteria related to the length of Irwindale residency. This information is necessary for Staff and the consultant to complete the time-sensitive revised draft of the HE. The Irwindale Housing Authority will implement necessary modifications to current Housing Program Guidelines, Policies and Procedures to ensure that all residents have equal opportunity to participate in the Housing Program.

Fiscal Impact:

There is no fiscal impact associated with reviewing the letter or policy discussions about HCD's comment number one. As for comment number two, the Allen Drive site, discussions relating to entitlement and development will be presented to the Council/Board at a later time.

Attachments:

1. HCD letter, dated May 3, 2024
2. Map of Allen Drive

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT
2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov

May 3, 2024

Marilyn Simpson, Director
Community Development Department
City of Irwindale
16102 Arrow Highway
Irwindale, CA 91706

Dear Marilyn Simpson:

RE: City of Irwindale's 6th Cycle (2021-2029) Revised Draft Housing Element

Thank you for submitting the City of Irwindale's (City) revised draft housing element that was received for review on March 4, 2024. Pursuant to Government Code section 65585, the California Department of Housing and Community Development (HCD) is reporting the results of its review. In addition, HCD considered comments from Anthony Naranjo, pursuant to Government Code section 65585, subdivision (c).

The revised draft element addresses many statutory requirements; however, revisions will be necessary to substantially comply with State Housing Element Law (Gov. Code, § 65580 et. seq.), as follows:

1. *Affirmatively further[ing] fair housing in accordance with Chapter 15 (commencing with Section 8899.50) of Division 1 of Title 2…shall include an assessment of fair housing in the jurisdiction (Gov. Code, § 65583, subd. (c)(10)(A))*

   Promote and affirmatively further fair housing opportunities and promote housing throughout the community or communities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics... (Gov. Code, § 65583, subd. (c)(5).)

   Enforcement and Outreach Capacity: The element (p. 144) now explains that a past audit found fair housing issues with a local preference policy and states the City/Housing Authority will no longer include this policy in housing programs. However, the element should clarify whether programs have been revised to remove or modify the local preference policy and if not, add or modify programs to address this fair housing issue.

Local Data and Knowledge and Other Relevant Factors: As noted in the prior review, local data and knowledge is particularly important given the City consists of only two block groups where census tract boundaries might not coincide with residential areas. As a result, the analysis of fair housing should particularly utilize local data and knowledge and other relevant factors to better understand any local patterns or differences or lack of differences from neighborhood to neighborhood. Local data and knowledge and other relevant factors should be used across all of the fair housing analysis components (e.g., segregation and integration, disparities in access to opportunity and disproportionate housing needs). Examples of local data and knowledge include information from City officials (e.g., planners, code enforcement, civil engineers, local legislators), past surveys and assessments, infrastructure investments to inform capital improvement plans, data used for applications for funding, service providers, developers, school representatives, regional planners, service districts and other sources. Examples of other relevant factors include land use, zoning, development patterns, state, and federal investment, physical or social barriers and access to schools (e.g., safe routes to school), community amenities, facilities, and programs. HCD will send an analysis guide to assist the City with this analysis.

Contributing Factors to Fair Housing Issues: Based on the outcome of a complete analysis, the element should reassess and prioritize contributing factors to fair housing issues and prioritize those factors and then formulate appropriate policies and programs.

Programs: As noted above, the element requires a complete affirmatively furthering fair housing (AFFH) analysis. Depending upon the results of that analysis, the City may need to revise or add programs. Goals and actions must specifically respond to the analysis and to the identified and prioritized contributing factors to fair housing issues and must be significant and meaningful enough to overcome identified patterns and trends. Actions must have specific commitment, milestones, geographic targeting and metrics or numerical targets and, as appropriate, address housing mobility enhancement (housing choices and affordability across geographies), new housing choices and affordability in higher opportunity or income areas (throughout the City), place-based strategies for community preservation and revitalization, and displacement protection.

In addition, the element should emphasize place-based strategies toward community revitalization. Examples include expanding access to stores and healthy foods, improving safe routes to school and active transportation, increasing recreational opportunities, parks, and community facilities, pursuing economic development strategies, prioritizing the capital improvement program.

2. *An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites. (Gov. Code, § 65583, subd. (a)(3).)*

   Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities... (Gov. Code, § 65583, subd. (c)(1).)

   Availability of Infrastructure: As noted in the prior review, the element should clearly describe whether the City is a water or sewer provider and if so, whether a written procedure is available to grant priority service to developments with units affordable to lower-income households. If not, the element should add or modify programs, as appropriate.

   Nonvacant Sites: While the analysis is sufficient for Sites 2 (12881 Ramona Boulevard) and 3 (13201 Ramona Boulevard), the element should still address the potential for redevelopment on Site 5 (Irwindale/Padilla). For example, the element could discuss the degree of underutilization, expressed interest in residential development from property owners or developers or absence of leases or other conditions that prevent redevelopment. Additionally, the site consists of a cluster of parcels, intersected by two rights-of-way. The element should discuss how the City anticipates redevelopment and potential lot consolidation to occur on the site.

   Electronic Sites Inventory: Pursuant to Government Code section 65583.3, subdivision (b), the City must utilize standards, forms, and definitions adopted by HCD when preparing the sites inventory and submit an electronic version of the sites inventory. While the City has submitted an electronic version of the sites inventory, if changes occur, any future re-adopted versions of the element must also submit the electronic version of the sites inventory.

   Programs: As noted above, the element does not include a complete site analysis, therefore, the adequacy of sites and zoning were not established. Based on the results of a complete sites inventory and analysis, the City may need to add or revise programs to address a shortfall of sites or zoning available to encourage a variety of housing types.

   In addition, Program 13 (Allen Drive Site) should commit to: (1) numeric objectives and affordability consistent with assumptions in the element, (2) milestones for issuing final entitlements and building permits and (3) alternative actions (e.g., rezoning) by a specified date if the site will not be developed in the planning period.

3. *The Housing Element shall contain programs which assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate-income households. (Gov. Code, § 65583, subd. (c)(2).)*

   Program 15 (Outreach and Assistance with Development): The Program should specifically commit to proactively and annually reach out to developers of housing affordable to lower-income households, including extremely low-income and special needs households.

4. *Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. The program shall remove constraints to, and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities. (Gov. Code, § 65583, subd. (c)(3).)*

   Program 6 (Zoning Code Amendments): While the Program commits to allow group homes similar to other residential uses, it should also commit to allow group homes (regardless of size and licensing) in all zones allowing residential uses.

The element will meet the statutory requirements of State Housing Element Law once it has been revised, adopted, submitted, and reviewed by HCD to comply with the above requirements pursuant to Government Code section 65585.

As a reminder, the City's 6th cycle housing element was due October 15, 2021. As of today, the City has not completed the housing element process for the 6th cycle. The City's 5th cycle housing element no longer satisfies statutory requirements. HCD encourages the City to revise the element as described above, adopt, and submit to HCD to regain housing element compliance.

Pursuant to Assembly Bill 1398 (Chapter 358, Statutes of 2021), a jurisdiction that did not adopt a compliant housing element within one year from the statutory deadline cannot be found in compliance until rezones to make prior identified sites available or accommodate a shortfall of sites are completed pursuant to Government Code sections 65583, subdivision (c)(1)(A) and 65583.2, subdivision (c). As this year has passed and Program 8 (Rezone Targeted Housing Sites) has not been completed, the housing element is out of compliance and will remain out of compliance until the rezonings have been completed.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate. Please be aware, any revisions to the element must be posted on the local government's website and to email a link to all individuals and organizations that have previously requested notices relating to the local government's housing element at least seven days before submitting to HCD.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant, the Affordable Housing and Sustainable Communities program, and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City will meet housing element requirements for these and other funding sources.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the City to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at: https://www.opr.ca.gov/planning/general-plan/guidelines.html.

HCD appreciates the hard work and diligence the City provided in the housing element update and review. We are committed to assisting the City in addressing all statutory requirements of State Housing Element Law. If you have any questions or need additional technical assistance, please contact Brandon Yung, of our staff, at brandon.yung@ca.hcd.gov.

Sincerely,

Paul McDougall
Senior Program Manager

Allen Drive Site

Source: ESRI, [illegible]
Map Dated: June 18, 2024

Item #22.A.

City of IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Adoption of the Fiscal Year 2024-25 Budget

City Manager's Recommendation:

It is recommended that the City Council conduct the duly noticed public hearing and **adopt Ordinance No. 779** entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2024-2025," reading by title only and waiving further reading thereof.

Administrative Action:

Submitted/Prepared by:

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager

Background and Analysis:

On June 12, 2024, the City Council held a duly noticed Public Hearing to conduct the First Reading of Ordinance No. 779 for adoption of the FY 2024-2025 Budget.

The City Council was provided with a verbal report on the FY 2024-2025 Revenue and Expenditure Budgets proposed for adoption. This report included a summary of the Budget Workshop session held on May 29, 2024, during which the City Council reviewed and approved several new budget requests related to personnel, operating and capital project budgets.

Upon the conclusion of the verbal report, the City Council opened the Public Hearing to allow for comments regarding the FY 2024-2025 Budget from both the public and councilmembers.

FY 2024-2025 Budget Summaries

Ordinance No. 779 includes Exhibit A which lists the final revenue and expenditure budgets for

all funds of the City and its agencies to be adopted for FY 2024-2025. These totals include all changes discussed and approved by the City Council during the Budget Workshop session.

The tables below list the final FY 2024-2025 Budget Summaries for the City's two primary funds, the General Fund and Mining Impact Fund:

General Fund	Revenues	Expenditures	Surplus (Deficit)
On-Going Budget	$25,853,931	$(27,480,746)	$(1,626,815)
Capital/One-Time Items	$2,518,405	$0	$2,518,405
Capital Projects Transfers	$0	$(800,000)	$(800,000)
TOTAL GENERAL FUND	**$28,372,336**	**$28,280,746**	**$91,590**

Mining Impact Fund	Revenues	Expenditures	Surplus (Deficit)
On-Going Budget	$4,275,000	$(5,901,453)	$(1,626,453)
Capital/One-Time Items	$0	$(180,594)	$(180,594)
Capital Projects Transfers	$0	$(472,771)	$472,771)
TOTAL MINING IMPACT FUND	**$4,275,000**	**$(6,554,818)**	**$(2,279,818)**

Irwindale Municipal Code (IMC) Section 901 requires the City Council to hold a public hearing on the adoption of the budget. Notice of this public hearing, which is set for June 26, 2024, at 6:30 pm, to conduct a second reading and adopt the FY 2024-2025 budget was published in the local newspaper as well as a copy being posted at Irwindale: City Hall, Library, Post Office, and Social Media platforms on June 13th, 2024; as appropriate to give complete and adequate notice thereof, to residents of the City.

Fiscal Impact:

Adoption of Ordinance No. 779 will approve the FY 2024–2025 Budgets listed in Exhibit A for all City funds, the Housing Authority and Reclamation Authority. Note, the Boards of the Housing Authority and Reclamation Authority have separately adopted the FY 2024–2025 budgets by resolutions at their respective meetings on June 12, 2024.

The Budget Summary for the General Fund shows a surplus projected of $891,590 for its Operating Budget and One-Time Items. However, the Capital Projects Transfers of $800,000 will reduce the overall surplus to $91,590.

The General Fund Reserve balance is currently projected to be $49.0 million at the end of FY 2023-2024. Adoption of the proposed FY 2024-2025 Budget will increase the fund balance by a $91,590 surplus, resulting in a projected General Fund Reserve balance of $49.0 million as

of June 30, 2025.

Attachments:

1. Ordinance No 779
2. City Council Budget - 2nd Public Hearing

ORDINANCE NO. 779

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, a copy of the Proposed Budget for FY 2024-25 has been posted electronically with the City Council Agenda for public review and in the Office of the Deputy City Clerk; and

WHEREAS, the City Council conducted a duly noticed public hearing to consider the proposed budget on June 12, 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and incorporated herein by this reference.

SECTION 2. The budget for the City of Irwindale for Fiscal Year 2024-25, was prepared and submitted by the City Manager, and as modified by the City Council, is hereby approved and adopted. The operating and capital budget amounts are hereby authorized for the fiscal year within departments by fund, as listed on Exhibit A.

SECTION 3. From the effective date of said budget, the total amount as stated therein for each departmental activity account shall be appropriated subject to expenditure pursuant to all applicable ordinances of the City and statutes of the State. The operating budget may be reallocated by the City Manager or Director of Finance providing there is no change in the total appropriations within any funds as authorized by the City Council.

SECTION 4. At the close of the fiscal year, unexpended appropriations in the operating budget will be unencumbered as necessary to underwrite the expense of outstanding purchase commitments. Unexpended appropriations for any authorized, but uncompleted expenditures and/or projects may be carried forward to the next succeeding budget upon approval by the City Manager or Director of Finance.

SECTION 5. Total appropriations within the funds will be increased only by amendment of the budget by resolution approved by the City Council.

SECTION 6. The City Manager may reduce expenditure appropriations within funds as a method of fiscal control, and the Director of Finance may adjust revenue estimates to reflect economic change during the fiscal period.

SECTION 7. The Director of Finance is hereby authorized to transfer monies in accordance with the interfund transfers listed in said budget, and to transfer monies to cover operational expenditures of the City through transfers of funds in such amounts, and at such times during the fiscal year as may be determined necessary to the competent

operation and control of City business, or to provide adequate cash flow, except that no such transfer shall be made in contravention of State law or City ordinances.

SECTION 8. Adjustments made by the City Council during the budget hearing and documented in the minutes for this action will be incorporated with the final printed budget document. The City Manager or Director of Finance is hereby authorized to approve any corrections in the budget document that are clerical in nature. Additionally, the City Council may amend the budget at any time by adoption of appropriate budget resolutions.

SECTION 9. The Chief Deputy City Clerk shall certify the passage of this Ordinance and shall cause the same to be posted in accordance with law.

PASSED, APPROVED, AND ADOPTED this 26th day of June 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, CMC
Chief Deputy City Clerk

State of California }
County of Los Angeles } ss.
City of Irwindale }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, California, do hereby certify that the foregoing Ordinance No. 779 was duly introduced at a regular City Council meeting held on the 12th day of June 2024, and adopted at a regular meeting of the City Council held on the 26th day of June 2024, by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

_____
Laura M. Nieto, CMC
Chief Deputy City Clerk

AFFIDAVIT OF POSTING

I, Laura Nieto, Chief Deputy City Clerk, certify that I caused a copy of Ordinance No. 779, adopted by the City Council of the City of Irwindale at its regular meeting held June 26, 2024, to be posted at the City Hall, Library, and Post Office in June 26, 2024.

Dated: June 26, 2024

_____
Laura M. Nieto, CMC
Deputy City Clerk

Exhibit A

City of Irwindale
FY 2024-2025
Budget Summary

Fund No	Fund		FY 2024-25 Revenues	FY 2024-25 Expenditures	Surplus (Deficit) FY 2024-25
General Fund					
01	General Fund	On-Going Budget	$ 25,853,931	$ (27,480,746)	$ (1,626,815)
		Capital/One-Time Items	$ 2,518,405	$ -	$ 2,518,405
		Capital Projects Transfers	$ -	$ (800,000)	$ (800,000)
		TOTAL GENERAL FUND	$ 28,372,336	$ (28,280,746)	$ 91,590
Irwindale Housing Authority Fund					
11	Irwindale Housing Authority		$ 400	$ (7,330)	$ (6,930)
12	IHA-Low/Mod Housing Asset Fund		$ 25,000	$ (543,330)	$ (518,330)
		TOTAL HOUSING AUTHORITY FUNDS	$ 25,400	$ (550,660)	$ (525,260)
Mining Impact Fund					
13	Mining Impact	On-Going Budget	$ 4,275,000	$ (5,901,453)	$ (1,626,453)
		Capital/One-Time Items	$ -	$ (180,594)	$ (180,594)
		Capital Project Transfers	$ -	$ (472,771)	$ (472,771)
		TOTAL MINING IMPACT FUND	$ 4,275,000	$ (6,554,818)	$ (2,279,818)
Reclamation Authority					
14	Reclamation Fund		$ 68,970	$ (48,970)	$ 20,000
19	Olive Pit Royalty Fund		$ 2,022,320	$ (2,000,000)	$ 22,320
		TOTAL RECLAMATION AUTHORITY FUNDS	$ 2,091,290	$ (2,048,970)	$ 42,320
Grants & Special Revenue Funds					
15	AB939 Recycling Fund		$ 363,480	$ (367,260)	$ (3,780)
21	State Gas Tax Fund		$ 84,842	$ (84,842)	$ -
22	Air Quality Improvement Fund		$ 750	$ (750)	$ -
25	Proposition A Fund		$ 41,762	$ (41,762)	$ -
26	Proposition C Fund		$ 34,599	$ (34,599)	$ -
27	Measure R Fund		$ 25,949	$ (25,949)	$ -
28	TDA Article 3 Fund		$ 5,000	$ (5,000)	$ -
29	Measure M Fund		$ 29,409	$ (29,409)	$ -
30	Measure W Fund		$ 400,000	$ (400,000)	$ -
32	Community Development Block Grant Fund		$ 8,243	$ (8,243)	$ -
		TOTAL GRANT & SPECIAL REVENUE FUNDS	$ 994,034	$ (997,814)	$ (3,780)
Assessment Districts					
44	Street Light Assmt District-IBC Fund		$ 16,420	$ (16,420)	$ -
45	Sewer Maintenance Assmt District-IBC Fund		$ 123,080	$ (48,080)	$ 75,000
		TOTAL ASSESSMENT DISTRICT FUNDS	$ 139,500	$ (64,500)	$ 75,000
Capital Projects Fund					
47	Development Impact Fund		$ 1,055,607	$ -	$ 1,055,607
48	Capital Projects Fund		$ 1,598,000	$ (1,573,000)	$ 25,000
		TOTAL CAPITAL PROJECT FUNDS	$ 2,653,607	$ (1,573,000)	$ 1,080,607
TOTAL BUDGET - ALL FUNDS:			**$ 38,551,167**	**$ (40,070,508)**	**$ (1,519,340)**

City Council

Public Hearing - Budget Adoption

Fiscal Year
2024-2025

Exhibit A

City of Irwindale
FY 2024-2025
Budget Summary

Fund No	Fund		FY 2024-25 Revenues	FY 2024-25 Expenditures	Surplus (Deficit) FY 2024-25
General Fund					
01	General Fund	On-Going Budget	$ 25,853,931	$ (27,480,746)	$ (1,626,815)
		Capital/One-Time Items	$ 2,518,405	$ -	$ 2,518,405
		Capital Projects Transfers	$ -	$ (800,000)	$ (800,000)
		TOTAL GENERAL FUND	$ 28,372,336	$ (28,280,746)	$ 91,590
Housing Authority Funds					
11	Irwindale Housing Authority		$ 400	$ (7,330)	$ (6,930)
12	Low & Moderate Income Housing Asset Fund		$ 25,000	$ (543,330)	$ (518,330)
		TOTAL HOUSING AUTHORITY FUNDS	$ 25,400	$ (550,660)	$ (525,260)
Mining Impact Fund					
13	Mining Impact Fund	On-Going Budget	$ 4,275,000	$ (5,901,453)	$ (1,626,453)
		Capital/One-Time Items	$ -	$ (180,594)	$ (180,594)
		Capital Project Transfers	$ -	$ (472,771)	$ (472,771)
		TOTAL MINING IMPACT FUND	$ 4,275,000	$ (6,554,818)	$ (2,279,818)
Reclamation Authority Funds					
14	Reclamation		$ 68,970	$ (48,970)	$ 20,000
19	Olive Pit Royalty		$ 2,022,320	$ (2,000,000)	$ 22,320
		TOTAL RECLAMATION AUTHORITY FUNDS	$ 2,091,290	$ (2,048,970)	$ 42,320
Special Revenue & Grant(s) Funds					
15	AB939 Recycling		$ 363,480	$ (367,260)	$ (3,780)
21	State Gas Tax		$ 84,842	$ (84,842)	$ -
22	Air Quality Management District		$ 750	$ (750)	$ -
25	Proposition A		$ 41,762	$ (41,762)	$ -
26	Proposition C		$ 34,599	$ (34,599)	$ -
27	Measure R		$ 25,949	$ (25,949)	$ -
28	TDA Article 3		$ 5,000	$ (5,000)	$ -
29	Measure M		$ 29,409	$ (29,409)	$ -
30	Measure W		$ 400,000	$ (400,000)	$ -
32	Community Development Block Grant		$ 8,243	$ (8,243)	$ -
		TOTAL SPECIAL REVENUE & GRANT(S) FUNDS	$ 994,034	$ (997,814)	$ (3,780)
Assessment Districts Funds					
44	IBC Street Lighting & Maintenance District		$ 16,420	$ (16,420)	$ -
45	IBC Sewer Maintenance District		$ 123,080	$ (48,080)	$ 75,000
		TOTAL ASSESSMENT DISTRICTS FUNDS	$ 139,500	$ (64,500)	$ 75,000
Capital Projects Funds					
47	Development Impact Fees		$ 1,055,607	$ -	$ 1,055,607
48	Capital Improvement Projects		$ 1,598,000	$ (1,573,000)	$ 25,000
		TOTAL CAPITAL PROJECTS FUNDS	$ 2,653,607	$ (1,573,000)	$ 1,080,607
TOTAL BUDGET - ALL FUNDS:			**$ 38,551,167**	**$ (40,070,508)**	**$ (1,519,340)**

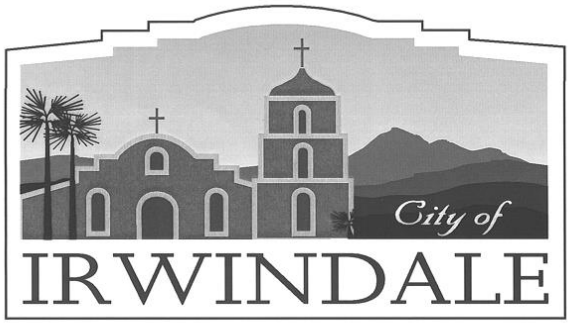

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Exhibit B

City of Irwindale
Summary of Estimated Fund Balances FY 2024-2025

Fund No	Fund	(A) Estimated Available Fund Balance 7/01/2024	Estimated Operating Budget Surplus (Deficit)	Estimated Capital: One-time Items / Projects Transfers	(A) Estimated Available Fund Balance 6/30/2025	
General Fund						
01	General Fund	$ 48,953,240	$ (1,626,815)	$ 1,718,405	**$ 49,044,830**	
	Includes the following assignments:					
	Capital Asset Replacement	$ 9,097,244	$ -	$ -	**$ 9,097,244**	
	Capital Improvement Program	11,093,232	(1,626,815)	1,718,405	**11,184,822**	
	Continuing Appropriations	708,237	-	-	**708,237**	
	Compensated Absences	1,286,486	-	-	**1,286,486**	
	Unfunded Actuarial Liability	21,768,041	-	-	**21,768,041**	
	Economic Contingency (Emergency Reserve)	5,000,000	-	-	**5,000,000**	**(B)**
	Unassigned	-			**-**	
		$ 48,953,240	$ (1,626,815)	$ 1,718,405	**$ 49,044,830**	
Housing Authority Funds						
11	Irwindale Housing Authority	$ 51,557	(6,930)	-	**$ 44,627**	
12	Low & Moderate Income Housing Asset Fund	$ 6,868,701	(518,330)	-	**$ 6,350,371**	
Mining Impact Fund						
13	Mining Impact Fund	$ 11,308,050	(1,626,453)	(653,365)	**$ 9,028,232**	
Reclamation Authority Funds						
14	Reclamation	$ 10,262,637	20,000	-	**$ 10,282,637**	
19	Olive Pit Royalty	992,927	22,320	-	**$ 1,015,247**	
Special Revenue & Grant(s) Funds						
15	AB939 Recycling	$ 1,058,113	(3,780)	-	**$ 1,054,333**	
21	State Gas Tax	$ 197,064	-	-	**$ 197,064**	
22	Air Quality Management District	$ 1,658	-	-	**$ 1,658**	
25	Proposition A	$ 71,810	-	-	**$ 71,810**	
26	Proposition C	$ 8,717	-	-	**$ 8,717**	
27	Measure R	$ 51,208	-	-	**$ 51,208**	
28	TDA Article 3	$ -	-	-	**$ -**	
29	Measure M	$ 7,712	-	-	**$ 7,712**	
30	Measure W	$ 1,124,062	-	-	**$ 1,124,062**	
32	Community Development Block Grant	$ 1,246	-	-	**$ 1,246**	
Capital Projects Funds						
47	Development Impact Fees	$ 7,425,173	-	1,055,607.00	**$ 8,480,780**	
48	Capital Improvement Projects	$ 241,019	-	25,000.00	**$ 266,019**	

(A) *Excludes amounts for Nonspendable reserved balances, such as Land Held for Resale, Prepaids, etc.*

(B) *Per the Fund Balance Reserve Policy adopted by City Council on 6/22/2012, the General Fund Economic Contingency Reserve shall be maintained at a minimum of $5,000,000.*

Exhibit B

City of Irwindale
Summary of Estimated Fund Balances FY 2023-2024

Fund No	Fund	(A) Audited Available Fund Balance 7/01/2023	Estimated Operating Budget Surplus Per Mid-Year Report	Estimated Capital/One-time Items Per Mid-Year Report	(A) Estimated Available Fund Balance 6/30/2024	
General Fund						
01	General Fund	$ 48,875,640	$ (2,097,561)	$ 2,175,161	**$ 48,953,240**	
	Includes the following assignments:					
	Capital Asset Replacement	$ 9,097,244	$ -	$ -	**$ 9,097,244**	
	Capital Improvement Program	11,015,632	(2,097,561)	2,175,161	**11,093,232**	
	Continuing Appropriations	708,237	-	-	**708,237**	
	Compensated Absences	1,286,486	-	-	**1,286,486**	
	Unfunded Actuarial Liability	21,768,041	-	-	**21,768,041**	
	Economic Contingency (Emergency Reserve)	5,000,000	-	-	**5,000,000**	**(B)**
	Unassigned	-	-	-	**-**	
		$ 48,875,640	$ (2,097,561)	$ 2,175,161	**$ 48,953,240**	
Housing Authority Funds						
11	Irwindale Housing Authority	$ 58,487	(6,930)	-	**$ 51,557**	
12	Low & Moderate Income Housing Asset Fund	$ 7,379,231	(510,530)	-	**$ 6,868,701**	
Mining Impact Fund						
13	Mining Impact Fund	$ 14,035,775	(2,289,725)	(438,000)	**$ 11,308,050**	
Reclamation Authority Funds						
14	Reclamation	$ 10,242,637	20,000	-	**$ 10,262,637**	
19	Olive Pit Royalty	$ 972,837	20,090	-	**$ 992,927**	
Special Revenue & Grant(s) Funds						
15	AB939 Recycling	$ 1,138,763	(80,650)	-	**$ 1,058,113**	
21	State Gas Tax	$ 197,064	-	-	**$ 197,064**	
22	Air Quality Management District	$ 1,658	-	-	**$ 1,658**	
25	Proposition A	$ 71,810	-	-	**$ 71,810**	
26	Proposition C	$ 8,717	-	-	**$ 8,717**	
27	Measure R	$ 51,208	-	-	**$ 51,208**	
28	TDA Article 3	$ -	-	-	**$ -**	
29	Measure M	$ 7,712	-	-	**$ 7,712**	
30	Measure W	$ 1,124,062	-	-	**$ 1,124,062**	
32	Community Development Block Grant	$ 1,246	-	-	**$ 1,246**	
Capital Projects Funds						
47	Development Impact Fees	$ 4,271,217	-	3,153,956	**$ 7,425,173**	
48	Capital Improvement Projects	$ 216,019	3,737,928	(3,712,928)	**$ 241,019**	

(A) *Excludes amounts for Nonspendable reserved balances, such as Land Held for Resale, Prepaids, etc.*

(B) *Per the Fund Balance Reserve Policy adopted by City Council on 6/22/2012, the General Fund Economic Contingency Reserve shall be maintained at a minimum of $5,000,000.*

CITY OF IRWINDALE
FY 2024-2025
REVENUE PROJECTIONS

Account Number	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
FUND 01	**GENERAL FUND**				
01-00-000-31100-0000	Secured - Current	506,165	137,521	241,673	**245,309**
01-00-000-31110-0000	Unsecured - Current	6,043	(610)	7,175	**7,358**
01-00-000-31112-0000	HOX	1,030	984	1,000	**1,000**
01-00-000-31114-0000	City Prior Year	-	(853)	-	**-**
01-00-000-31116-0000	Secured Supplemental-All Years	(2)	(0)	-	**-**
01-00-000-31118-0000	Redemptions - All	43,770	12,018	-	**-**
01-00-000-31120-0000	Other Prop Taxes/Pass Thru	133,653	321,660	255,023	**255,000**
01-00-000-31122-0000	Sec Master/Suppl Refunds	(16,048)	48,834	-	**-**
01-00-000-31124-0000	Prior Years Taxpayer Refunds	(5,699)	(13,231)	-	**-**
01-00-000-31127-0000	Qualified Public Utility Rev	161,128	155,364	-	**-**
01-00-000-31130-0000	Successor Agency Residual Rev	2,107,852	2,447,879	1,837,050	**1,007,000**
01-00-000-31140-0000	LACO Vehicle License Fee	156,856	187,551	198,579	**213,308**
	PROPERTY TAXES	**3,094,748**	**3,297,117**	**2,540,500**	**1,728,975**
01-00-000-31200-0000	Sales Tax	4,861,078	5,249,703	4,985,000	**5,165,997**
01-00-000-31210-0000	Sales Tax - Measure I	3,458,490	3,240,731	3,268,000	**3,593,000**
01-00-000-31220-0000	Sales Tax Sharing Agreement	-	-	-	**400,000**
	SALES TAXES	**8,319,568**	**8,490,434**	**8,253,000**	**9,158,997**
01-00-000-31300-0000	Utility User Tax	3,531,654	3,988,477	3,400,000	**3,400,000**
	UTILITY USER TAX	**3,531,654**	**3,988,477**	**3,400,000**	**3,400,000**
01-00-000-31400-0000	Excavation Tax	2,182,228	1,865,013	2,099,000	**2,099,000**
01-00-000-31410-0000	Processing Tax	1,381,362	1,394,361	1,385,000	**1,450,000**
01-00-000-31420-0000	Recycling Tax	48,195	57,508	51,000	**76,000**
	EXCAVATION TAXES	**3,611,785**	**3,316,882**	**3,535,000**	**3,625,000**
01-00-000-31500-0000	Business License Tax Revenue	1,591,880	1,685,416	1,500,000	**1,550,000**
01-00-000-31510-0000	Franchise Tax	1,459,690	1,641,809	1,450,000	**1,450,000**
01-00-000-31520-0000	Property Transfer Tax	198,073	196,493	100,000	**100,000**
01-00-000-31540-0000	Admission Tax	73,328	60,543	50,000	**50,000**
	LOCAL TAXES	**3,322,971**	**3,584,262**	**3,100,000**	**3,150,000**
	TOTAL TAXES	**21,880,726**	**22,677,172**	**20,828,500**	**21,062,972**
01-00-000-32100-0000	Building Permits	761,477	1,468,376	2,663,000	**2,085,614**
01-00-000-32200-0000	Occupancy Permits	164,014	143,069	7,000	**50,000**
01-00-000-32300-0000	Plumbing Permits	15,222	11,777	15,000	**15,000**
01-00-000-32400-0000	Electrical Permits	77,391	93,079	50,000	**75,000**
01-00-000-32520-0000	Other Permits	18,171	17,545	5,000	**5,000**
01-00-000-32540-0000	Grading Permits	194,783	321,193	100,000	**100,000**
01-00-000-32550-0000	Mechanical Permits	33,804	15,918	15,000	**10,000**
01-00-000-32560-0000	Transportation Permits	9,782	10,518	5,000	**10,000**
	LICENSES & PERMITS	**1,274,644**	**2,081,475**	**2,860,000**	**2,350,614**
01-00-000-33120-0000	Revenue & Grants - Federal/State	29,945	24,609	25,000	**25,000**
01-00-000-33130-0000	COVID Funding - Federal/State	64,000	262,190	-	**-**
01-00-000-33210-0000	Motor Vehicle In lieu	1,665	1,538	750	**750**
01-00-000-33220-0000	PSAF (AB172)	16,131	16,616	12,000	**12,000**
01-00-000-33501-0000	SB1186 State Fee	7,764	5,637	5,000	**5,000**
	INTERGOVERNMENTAL	**119,505**	**310,591**	**42,750**	**42,750**

CITY OF IRWINDALE
FY 2024-2025
REVENUE PROJECTIONS

Account Number	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
CHARGES FOR SERVICES:					
01-00-000-34100-0000	Police Services	164,460	139,608	22,000	**22,000**
01-00-000-34105-0000	Police Services-TRAP Program	192,617	210,746	212,000	**-**
01-00-000-34110-0000	Vehicle Release	22,550	21,545	16,000	**16,000**
01-00-000-34130-0000	Witness Fees	1,650	1,925	-	**-**
01-00-000-34140-0000	False Alarms	-	425	-	**-**
	PUBLIC SAFETY	**381,277**	**374,249**	**250,000**	**38,000**
01-00-000-34200-0000	Planning Fees	65,574	60,388	50,000	**50,000**
01-00-000-34250-0000	Plan Check Fees	3,938,692	1,820,167	1,381,200	**432,791**
01-00-000-34300-0000	Engineering & Inspection Fees	27,541	53,414	30,000	**50,000**
01-00-000-34350-0000	Newspaper/Public Noticing Fees	3,452	3,103	1,000	**1,000**
01-00-000-34370-0000	Public Works Services	6,736	-	-	**-**
	COMMUNITY DEVELOPMENT	**4,041,995**	**1,937,072**	**1,462,200**	**533,791**
01-00-000-34400-0000	Use Of Facilities	16,990	31,483	15,800	**16,000**
01-00-000-34401-0000	Facility Use-Certificate of Insurance	4,923	1,491	-	**-**
01-00-000-34410-0000	Gym Equipment & Membership Fees	8,488	9,105	1,000	**1,000**
01-00-000-34420-0000	League Fees	1,504	2,000	200	**200**
01-00-000-34430-0000	Other Park & Recreation Fees	780	780	-	**-**
01-00-000-34440-0000	Pool	25,204	30,826	10,000	**10,000**
01-00-000-34441-0000	Shark Shack	-	532	-	**2,000**
01-00-000-34450-0000	Special Activities	716	20	-	**-**
01-00-000-34452-0000	Special Events	940	180	-	**-**
01-00-000-34454-0000	Teen Activities	102	3,528	-	**-**
01-00-000-34456-0000	Adult Activities	2,751	-	-	**-**
01-00-000-34460-0000	Tiny Tots	920	680	-	**-**
01-00-000-34470-0000	Recreation Donations	44,851	48,145	43,000	**45,000**
	PARKS & RECREATION	**108,169**	**128,769**	**70,000**	**74,200**
01-00-000-34500-0000	Senior Breakfasts, Luncheons	914	9,996	-	**-**
01-00-000-34510-0000	Senior Haircuts & Beauty	1,363	2,113	-	**-**
01-00-000-34520-0000	Senior Special Events	1,573	2,160	-	**-**
01-00-000-34530-0000	Senior Trips	669	636	-	**-**
01-00-000-34540-0000	Senior Special Activities	530	1,447	-	**-**
01-00-000-34545-0000	Senior Classes	2,586	4,130	-	**-**
01-00-000-34570-0000	Senior Center Donations	3,000	3,362	-	**-**
	SENIOR CITIZEN CENTER	**10,635**	**23,843**	**-**	**-**
01-00-000-34600-0000	Library Fees	2,577	4,328	-	**-**
01-00-000-34670-0000	Library Donations	3,000	3,000	-	**-**
	LIBRARY	**5,577**	**7,328**	**-**	**-**
	TOTAL USER FEES	**4,547,653**	**2,471,261**	**1,782,200**	**645,991**
01-00-000-35100-0000	Interest	199,101	1,012,668	20,000	**20,000**
01-00-000-35115-0000	Interest from Leases	-	26,862	-	**-**
01-00-000-35110-0000	Interest from loan	-	243,559	-	**-**
01-00-000-35120-0000	Interest-Debt Service	-	(1,458,462)	-	**-**
01-00-000-35200-0000	Rents	529,888	862,307	800,000	**900,000**
	USE OF MONEY & PROPERTY	**728,989**	**686,934**	**820,000**	**920,000**
01-00-000-36100-0000	Motor Vehicle Code Fines-County	67,167	76,659	75,000	**75,000**
01-00-000-36200-0000	Motor Vehicle Code Fines-City	11,775	10,565	15,000	**11,000**
01-00-000-36250-0000	Administrative Citation Fines	7,204	3,600	-	**-**
01-00-000-36300-0000	Business License Penalties	77,666	62,639	40,000	**45,000**
	FINES & PENALTIES	**163,812**	**153,464**	**130,000**	**131,000**

CITY OF IRWINDALE
FY 2024-2025
REVENUE PROJECTIONS

Account Number	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
01-00-000-37100-0000	Other & Miscellaneous Income	210,578	207,437	25,000	**350,000**
01-00-000-37100-4216	Other & Miscellaneous Income (Morada Street)	-	-	-	**-**
01-00-000-37200-0000	Other Income-Admin & Overhead	34,863	29,583	29,610	**29,610**
01-00-000-37212-0000	Admin Reimbursement-Housing	139,684	205,091	244,700	**252,340**
01-00-000-37219-0000	Admin Reimb-Olive Pit/Prop A	54,861	59,929	87,030	**70,010**
01-00-000-37230-0000	Admin Reimb-Measure W Funds	34,020	86,693	15,000	**15,000**
01-00-000-37250-0000	Admin Reimbursement-Successor Agency	-	232,083	250,000	**250,000**
01-00-000-37315-0000	Passport Fees	-	3,125	-	**-**
01-00-000-37320-0000	Sale Of Records	2,487	3,626	2,500	**2,500**
01-00-000-37330-0000	Sale Of Maps, Publications & Copies	7	35	35	**35**
01-00-000-37340-0000	Sale Of Vehicles	14,195	5,312	-	**-**
01-00-000-37400-0000	Damage Recovery	10,048	2,059	-	**-**
01-00-000-37400-0000	Insurance Excess Pool Dist	49,223	-	-	**-**
01-00-000-37410-0000	Settlement Recovery	-	412,232	-	**-**
01-00-000-37450-0000	Developer Payments	347,586	354,985	347,500	**362,544**
01-00-000-37470-0000	Donations	1,000	1,000	-	**-**
01-00-000-37471-0000	Donations-Irw Comm Foundation	88,250	123,220	203,465	**-**
01-00-000-37515-0000	Credit/Debit Card Fees	20,013	24,443	10,000	**10,000**
01-00-000-39119-0000	Transfers In - OPRF	1,425,780	1,674,023	1,862,170	**1,876,970**
	MISCELLANEOUS	**2,432,595**	**3,424,875**	**3,077,010**	**3,219,009**
	TOTAL GENERAL FUND REVENUE	**31,147,924**	**31,805,771**	**29,540,460**	**28,372,336**
FUND 11	**IRWINDALE HOUSING AUTHORITY**				
11-00-000-35100-0000	Interest	1,700	6,554	400	**400**
	Total Irwindale Housing Authority	1,700	6,554	400	**400**
FUND 12	**LOW & MODERATE INCOME HOUSING ASSET FUND**				
12-00-000-35100-0000	Interest	30,257	161,270	25,000	**25,000**
12-00-000-35130-0000	Investmt Unrealized(Loss/Gain)	-	8,711	-	**-**
12-00-000-35300-0000	Loan Repayments	52,284	200	-	**-**
12-00-000-37350-0000	Gain on Sale of Property	1,275	-	-	**-**
	Total Low & Moderate Income Housing Asset Fund	83,816	170,180	25,000	**25,000**
FUND 13	**MINING IMPACT FUND**				
13-00-000-31400-0000	Excavation Tax	2,643,757	2,279,897	2,566,000	**2,565,000**
13-00-000-31410-0000	Processing Tax	1,688,808	1,699,097	1,688,000	**1,685,000**
13-00-000-35100-0000	Interest	74,519	292,363	25,000	**25,000**
13-00-000-37100-0000	Other & Miscellaneous Income	1,000,000	366	-	**-**
	Total Mining Impact Fund	5,407,084	4,271,723	4,279,000	**4,275,000**
FUND 14	**RECLAMATION FUND**				
14-00-000-35100-0000	Interest	45,614	178,320	20,000	**20,000**
14-00-000-39100-0000	Transfers In	9,139	8,522	48,970	**48,970**
	Total Reclamation Fund	54,753	186,842	68,970	**68,970**

CITY OF IRWINDALE
FY 2024-2025
REVENUE PROJECTIONS

Account Number	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
FUND 15	**AB939 RECYCLING FUND**				
15-00-000-33510-0000	AB939 Recycling Fees	312,587	331,338	269,280	**362,480**
15-00-000-35100-0000	Interest	4,362	18,553	1,000	**1,000**
	Total AB939 Recycling Fund	316,949	349,891	270,280	**363,480**
FUND 19	**OLIVE PIT ROYALTY FUND**				
19-00-000-35100-0000	Interest	5,624	27,998	500	**500**
19-00-000-37460-0000	Royalty Payment	1,819,662	1,723,984	2,000,000	**2,000,000**
19-00-000-37500-0000	Cost Reimbursements	19,592	21,275	19,590	**21,820**
	Total Olive Pit Royalty Fund	1,844,878	1,773,258	2,020,090	**2,022,320**
FUND 21	**GAS TAX FUND**				
21-00-000-33310-0000	Gas Tax - 2107	9,596	11,644	11,831	**12,735**
21-00-000-33320-0000	Gas Tax - 2107.5	1,000	1,000	1,000	**1,000**
21-00-000-33330-0000	Gas Tax - 2106	9,379	9,705	10,385	**10,045**
21-00-000-33340-0000	Gas Tax - 2105	8,022	8,544	9,850	**9,319**
21-00-000-33350-0000	Gas Tax - 2103	11,420	12,233	14,874	**13,329**
21-00-000-33360-0000	Gas Tax - Road Mtnce & Rehab	29,339	33,499	37,105	**38,414**
21-00-000-35100-0000	Interest	1,022	3,947	-	**-**
	Total Gas Tax Fund	69,778	80,572	85,045	**84,842**
FUND 22	**AIR QUALITY MANAGEMENT DISTRICT FUND**				
22-00-000-33520-0000	AB2766 Air Quality	1,089	1,944	750	**750**
22-00-000-35100-0000	Interest	22	98	-	**-**
	Total Air Quality Management District Fund	1,111	2,042	750	**750**
FUND 25	**PROPOSITION A FUND**				
25-00-000-33610-0000	Prop A - Local Return	36,213	37,876	43,063	**41,712**
25-00-000-35100-0000	Interest	131	1,136	50	**50**
	Total Proposition A Fund	36,344	39,012	43,113	**41,762**
FUND 26	**PROPOSITION C FUND**				
26-00-000-33620-0000	Prop C - Local Return	30,038	31,417	35,719	**34,599**
26-00-000-35100-0000	Interest	27	372	-	**-**
	Total Proposition C Fund	30,065	31,789	35,719	**34,599**
FUND 27	**MEASURE R FUND**				
27-00-000-33630-0000	Measure R - Local Return	22,525	23,556	26,789	**25,949**
27-00-000-35100-0000	Interest	102	1,054	-	**-**
	Total Measure R Fund	22,627	24,610	26,789	**25,949**
FUND 28	**TDA ARTICLE 3 FUND**				
28-00-000-33640-0000	TDA Article 3	10,000	5,000	5,000	**5,000**
	Total TDA Article 3 Fund	10,000	5,000	5,000	**5,000**
FUND 29	**MEASURE M FUND**				
29-00-000-33650-0000	Measure M - Local Return	25,489	26,647	30,361	**29,409**
29-00-000-35100-0000	Interest	22	312	-	**-**
	Total Measure M Fund	25,511	26,959	30,361	**29,409**
FUND 30	**MEASURE W FUND**				
30-00-000-33655-0000	Measure W - Safe Clean Water	445,790	431,670	420,000	**400,000**
30-00-000-35100-0000	Interest	2,974	19,207	-	**-**
	Total Measure W Fund	448,764	450,876	420,000	**400,000**

CITY OF IRWINDALE
FY 2024-2025
REVENUE PROJECTIONS

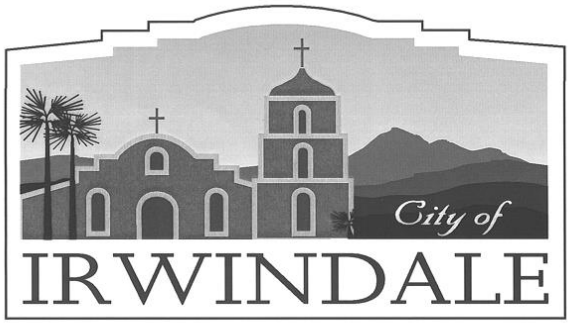
Account Number	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
FUND 32	**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**				
32-00-000-33125-0000	CDBG/Revenue & Grants - Federal	9,190	8,500	8,450	**8,243**
	Total Community Development Block Grant Fund	9,190	8,500	8,450	**8,243**
FUND 44	**IBC STREET LIGHTING & MAINTENANCE DISTRICT FUND**				
44-00-000-31160-0000	Assessments Coll On Behalf Of Bondholders	9,669	18,989	16,100	**16,420**
44-00-000-35100-0000	Interest	177	706	-	**-**
	Total IBC Street Lighting & Maintenenace District Fund	9,846	19,696	16,100	**16,420**
FUND 45	**IBC SEWER MAINTENANCE DISTRICT FUND**				
45-00-000-31160-0000	Assessments Coll On Behalf Of Bondholders	107,680	200,707	120,670	**123,080**
45-00-000-35100-0000	Interest	513	4,001	-	**-**
	Total IBC Sewer Maintenenace District Fund	108,193	204,707	120,670	**123,080**
FUND 47	**DEVELOPMENT IMPACT FEES FUND**				
47-00-000-34710-0000	Admin Facilities	31,285	366,245	547,341	**103,635**
47-00-000-34720-0000	Police Facilities	41,436	485,086	725,098	**137,298**
47-00-000-34730-0000	Parks & Rec Facilities	74,704	874,560	1,307,336	**247,548**
47-00-000-34740-0000	Library Facilities	4,522	52,938	79,176	**14,994**
47-00-000-34750-0000	Transportation Facilities	145,676	1,750,199	2,616,236	**495,390**
47-00-000-34760-0000	Storm Drain Facilities	16,151	198,788	297,303	**56,301**
47-00-000-34770-0000	Sewer Facilities	152	1,621	2,345	**441**
47-00-000-35100-0000	Interest	1,820	68,907	40,000	**-**
	Total Development Impact Fees Fund	315,746	3,798,345	5,614,835	**1,055,607**
FUND 48	**CAPITAL PROJECTS FUND**				
48-00-000-33120-0000	Revenue & Grants	45,111	3,800	184,000	**-**
48-00-000-35100-0000	Interest	24,398	90,439	25,000	**25,000**
48-00-000-37500-0000	Project Contribution/Cost Reimbursement	28,328	-	-	**-**
48-00-000-39100-0000	Transfers In - Other Funds	142,000	160,058	179,314	**176,199**
48-00-000-39101-0000	Transfers In - General Fund	592,225	141,444	1,869,039	**800,000**
48-00-000-39113-0000	Transfers In - Mining Impact Fund	481,085	407,962	438,000	**423,801**
48-00-000-39130-0000	Transfers In - Measure W	178,846	19,122	193,000	**173,000**
48-00-000-39135-0000	Transfer In-State Grant	-	121,958	-	**-**
48-00-000-39147-0000	Transfers In - Development Impact Fee	146,680	3,530	849,575	**-**
	Total Capital Projects Fund	1,638,673	948,312	3,737,928	**1,598,000**

City of Irwindale
General Fund Operating Budget
Summary by Department

Fund Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Est. Actual	FY 2024-25 Budget
City Council	$ 385,364	$ 346,401	$ 405,945	$ 494,740
City Attorney	$ 561,149	$ 673,727	$ 355,000	$ 355,000
Administration:				
City Manager	$ 98,182	$ 138,495	$ 151,110	$ 150,970
Human Resources	$ 391,842	$ 388,837	$ 441,980	$ 452,270
Risk Management	$ 3,474,589	$ 2,908,556	$ 3,006,320	$ 2,772,076
City Clerk	$ 277,783	$ 256,284	$ 284,275	$ 314,110
Administrative Services	$ 843,828	$ 942,789	$ 1,006,660	$ 1,062,585
Information Technology	$ 332,338	$ 613,945	$ 484,357	$ 410,765
Housing	$ 139,523	$ 205,091	$ 244,700	$ 259,000
Economic Development	$ 87,819	$ 98,362	$ 133,940	$ 140,040
Public Information Office	$ 56,973	$ 56,042	$ 58,980	$ 81,690
Finance	$ 1,453,431	$ 865,585	$ 1,129,685	$ 1,061,519
Police	$ 8,258,107	$ 8,258,147	$ 9,457,459	$ 9,514,761
Public Services:				
Recreation	$ 1,112,776	$ 1,222,212	$ 1,425,760	$ 1,620,160
Aquatics	$ 280,281	$ 408,546	$ 441,840	$ 520,505
Senior Center	$ 776,254	$ 878,950	$ 1,062,072	$ 1,091,811
Public Services Maintenance	$ 2,757,731	$ 2,332,000	$ 2,455,465	$ 2,650,724
Library	$ 455,307	$ 535,641	$ 708,490	$ 749,390
Community Development	$ 475,152	$ 521,245	$ 489,364	$ 512,430
Public Works Engineering	$ 1,777,863	$ 1,729,188	$ 1,941,490	$ 1,922,485
Total General Fund Operations:	**$ 23,996,292**	**$ 23,380,044**	**$ 25,684,892**	**$ 26,137,031**
Capital Project Transfers	$ 9,672,991	$ 146,694	$ 1,869,039	$ 800,000
Total General Fund Budget:	**$ 33,669,283**	**$ 23,526,738**	**$ 27,553,931**	**$ 26,937,031**

City of Irwindale
Non-General Fund Expenditure Summary

Fund No	Fund Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Est Actual	FY 2024-25 Budget
					Budget
Housing Authority Funds					
11	Irwindale Housing Authority	$ 5,326	$ 5,174	$ 7,330	$ 7,330
12	Low & Moderate Income Housing Asset Fund	$ 4,573,199	$ 365,588	$ 535,530	$ 543,330
		$ 4,578,525	$ 370,762	$ 542,860	$ 550,660
Mining Impact Fund					
13	Mining Impact - Operating Budget	$ 3,893,309	$ 4,999,703	$ 6,568,725	$ 5,901,453
	Mining Impact - Capital Purchases/One-Time	$ -	$ -	$ -	$ 180,594
	Mining Impact - Capital Project Transfers/Transfer Outs	$ 490,224	$ 416,484	$ 438,000	$ 472,771
		$ 4,383,533	$ 5,416,187	$ 7,006,725	$ 6,554,818
Reclamation Authority Funds					
14	Reclamation	$ 9,139	$ 8,522	$ 48,970	$ 48,970
19	Olive Pit Royalty	$ 1,473,809	$ 1,745,259	$ 2,000,000	$ 2,000,000
		$ 1,482,948	$ 1,753,781	$ 2,048,970	$ 2,048,970
Special Revenue & Grant(s) Funds					
15	AB939 Recycling	$ 262,880	$ 212,960	$ 350,930	$ 367,260
21	State Gas Tax	$ 72,984	$ 80,018	$ 85,045	$ 84,842
22	Air Quality Management District	$ -	$ 6,000	$ 750	$ 750
25	Proposition A	$ 29,837	$ 11,358	$ 43,113	$ 41,762
26	Proposition C	$ 24,000	$ 29,160	$ 35,719	$ 34,599
27	Measure R	$ 18,000	$ 21,870	$ 26,789	$ 25,949
28	TDA Article 3	$ 10,000	$ 5,000	$ 5,000	$ 5,000
29	Measure M	$ 20,000	$ 24,780	$ 30,361	$ 29,409
30	Measure W	$ 34,020	$ 174,638	$ 420,000	$ 400,000
32	Community Development Block Grant	$ 7,944	$ 8,500	$ 8,450	$ 8,243
		$ 479,665	$ 574,284	$ 1,006,157	$ 997,814
Assessment Districts Funds					
44	IBC Street Lighting & Maintenance District	$ 12,927	$ 14,272	$ 16,100	$ 16,420
45	IBC Sewer Maintenance District	$ 37,367	$ 46,293	$ 45,670	$ 48,080
		$ 50,294	$ 60,566	$ 61,770	$ 64,500
Capital Projects Funds					
47	Development Impact Fees	$ 146,680	$ 3,530	$ 849,575	$ -
48	Capital Improvement Projects	$ 14,147,684	$ 857,873	$ 3,712,928	$ 1,573,000
		$ 14,294,364	$ 861,403	$ 4,562,503	$ 1,573,000
	Total - Non-General Fund:	**$ 25,269,329**	**$ 9,036,982**	**$ 15,228,985**	**$ 11,789,762**



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CITY OF IRWINDALE
PERSONNEL LISTING

	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25
ADMINISTRATION				
City Manager	1.0	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0	1.0
Assistant to the City Manager	1.0	1.0	1.0	1.0
Human Resources/Risk Manager	1.0	1.0	1.0	1.0
Benefits Administrator	1.0	1.0	1.0	1.0
Chief Deputy City Clerk	1.0	1.0	1.0	1.0
Management Analyst	2.0	2.0	2.0	2.0
Office Specialist	1.0	1.0	1.0	1.0
IT Manager	1.0	1.0	1.0	1.0
IT Technician	0.0	0.0	1.0	1.0 (2)
IT Intern	0.5	0.5	0.0	0.0 (2)
Housing Coordinator	1.0	1.0	1.0	1.0
Total Administration	11.5	11.5	12.0	12.0
FINANCE				
Finance Director/City Treasurer	1.0	1.0	1.0	1.0
Finance Manager	1.0	1.0	1.0	1.0
Senior Finance Analyst	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0
Finance Analyst	1.0	1.0	1.0	1.0
Finance Technician	1.0	1.0	1.0	1.0
Total Finance	6.0	6.0	6.0	6.0
POLICE				
Chief of Police	1.0	1.0	1.0	1.0
Captain	1.0	1.0	1.0	1.0
Lieutenant	1.0	1.0	1.0	1.0
Communications & Records Supervisor	0.0	0.0	0.0	1.0 (5)
Police Services Specialist	1.0	1.0	1.0	1.0
Police Records Clerk/Dispatcher	1.0	1.0	1.0	1.0
Police Administrative Clerk	0.0	0.0	0.0	1.0 (5)
Sergeant	6.0	6.0	6.0	6.0
Officer	20.0	20.0	21.0	21.0 (3)
Dispatcher/Clerk	6.0	6.0	6.0	6.0
Reserve Police Officer	1.5	1.5	1.5	1.5
Community Services Officer (PT)	1.5	1.5	1.5	1.5
Total Police	40.0	40.0	41.0	43.0

CITY OF IRWINDALE
PERSONNEL LISTING

	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25
RECREATION				
Recreation Manager	1.0	1.0	1.0	1.0
Recreation Supervisor	2.0	2.0	2.0	2.0
Inclusion Specialist	0.0	0.0	1.0	1.0 (3)
Senior Recreation Leader	3.0	3.0	3.0	3.0
Recreation Aide (PT)	9.0	9.0	9.0	9.0 (1)
Total Recreation	15.0	15.0	16.0	16.0
AQUATICS				
Aquatics Pool Supervisor	1.0	1.0	1.0	1.0
Assistant Pool Manager (PT)	1.5	1.5	1.5	1.5
Senior Lifeguard (PT)	2.0	2.0	2.0	2.0
Lifeguard (PT)	6.0	6.0	7.0	7.0 (1)
Aquatics Cashier (PT)	2.0	2.0	2.5	2.5
Total Aquatics	12.5	12.5	14.0	14.0
SENIOR CENTER				
Senior Center Manager	1.0	1.0	1.0	1.0
Senior Center Specialist	1.0	1.0	1.0	1.0
Sr. Center Leader/Bus Driver	1.0	1.0	1.0	1.0
Senior Center Assistant	1.0	1.0	1.0	1.0
Senior Center Leader (PPT)	1.0	1.0	1.0	1.5 (5)
Sr. Center Aide (PT)	1.0	1.0	1.0	1.0
Total Senior Center	6.0	6.0	6.0	6.5
PUBLIC SERVICES MAINTENANCE				
Public Services Director	1.0	1.0	1.0	1.0
Project Manager - Construction Compliance	1.0	1.0	1.0	1.0
Public Works Maintenance Supervisor	1.0	1.0	1.0	1.0
Management Analyst	0.0	0.0	0.0	1.0 (5)
Office Specialist	1.0	1.0	1.0	1.0
Bus Driver	1.0	1.0	1.0	1.0
Senior Bus Driver	1.0	1.0	1.0	1.0
Maintenance Lead Worker	1.0	1.0	1.0	2.0 (5)
Maintenance Worker II	6.0	6.0	6.0	6.0
Maintenance Aide	4.0	4.0	4.0	4.0
Janitor	1.0	1.0	1.0	1.0
Total Public Services	18.0	18.0	18.0	20.0

CITY OF IRWINDALE
PERSONNEL LISTING

	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25
LIBRARY				
City Librarian	1.0	1.0	1.0	1.0
Library Technician	1.0	1.0	1.0	1.0
Library Aide (PPT)	0.5	0.5	0.5	0.5
Senior Library Page (PT)	1.0	1.0	1.0	1.0 (1)
Library Page (PT)	4.0	4.0	4.0	4.0 (1)
Tutor (PT)	4.0	4.0	4.0	4.0 (1)
Total Library	11.5	11.5	11.5	11.5
COMMUNITY DEVELOPMENT				
Community Development Director	1.0	1.0	1.0	1.0
Senior Planner	1.0	1.0	1.0	1.0
Associate Planner	1.0	1.0	1.0	1.0
Assistant Planner	0.0	0.0	0.0	1.0 (5)
Administrative Secretary	1.0	1.0	1.0	1.0
Office Specialist	1.0	1.0	1.0	1.0
Sr Code Enforcement Officer	1.0	1.0	1.0	1.0
Code Enforcement Officer	1.0	1.0	1.0	1.0
Planning Technician	1.0	1.0	1.0	1.0
Intern (PT)	0.5	0.5	0.5	0.5
Total Community Development - Planning/C	8.5	8.5	8.5	9.5
PUBLIC WORKS - ENGINEERING				
Director of Engineering/Building Official	1.0	1.0	1.0	1.0
Assistant City Engineer	1.0	1.0	1.0	0.0 (5)
Construction Compliance Manager	1.0	1.0	1.0	1.0
Associate Engineer	1.0	1.0	1.0	1.0
Assistant Engineer	0.0	0.0	0.0	1.0 (5)
Engineering Technician	3.0	3.0	3.0	3.0
Executive Assistant	1.0	1.0	0.0	0.0 (4)
Administrative Secretary	0.0	0.0	1.0	1.0 (4)
Intern (PT)	0.5	0.5	0.5	0.5
Total Public Works Engineering	8.5	8.5	8.5	8.5
TOTAL - CITY	**137.5**	**137.5**	**141.5**	**147.0**
SUMMARY TOTALS:				
Full-Time	101.5	101.5	104.0	109.0
Permanent Part-Time	1.5	1.5	1.5	2.0
Part-Time	34.5	34.5	36.0	36.0
TOTAL - CITY	**137.5**	**137.5**	**141.5**	**147.0**

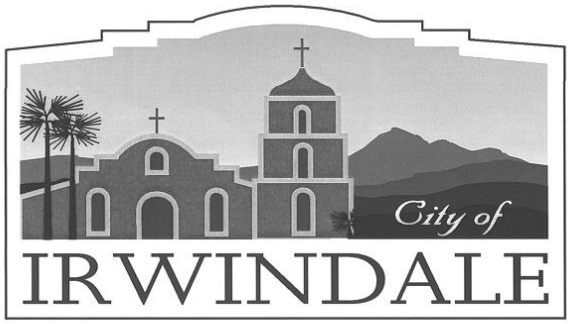
(1) Part Time positions are budgeted based on part-time hours; actual number of PT employees may vary, so long as total wages stay within the part time budget. (1 FTE is 0.5 PT/PPT)

(2) During the FY 2022-23 there were new positions approved & positions unfrozen (CC mtg 6/28/23, Item 9)

(3) During the FY 2023-24 there weren new positions approved & positions frozen (CC mtg 8/23/23, Item 7)

(4) During the FY 2023-24 new position approved & one position frozen (CC mtg 9/27/23, Item 5)

(5) During the FY 2024-25 new position approved & one position frozen (CC mtg 6/12/24, Item 22B)



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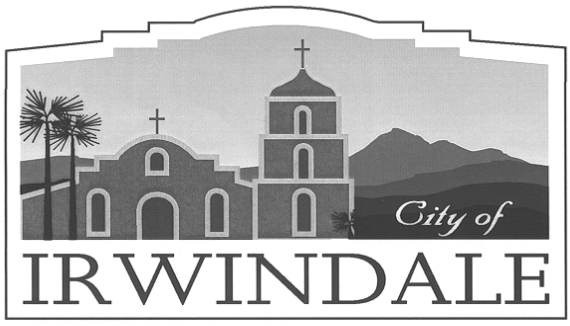
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council & Commissioners 01-11 *Division: All Divisions*

Account Description	FY 2021-22 Actual	FY 2022-23 Actuals	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	69,776	67,653	91,510	91,510
Fringe Benefits	255,163	224,625	234,000	293,240
Total Salaries & Benefits:	**324,940**	**292,279**	**325,510**	**384,750**
Operating Expenditures	60,424	54,123	80,435	91,190
Capital Outlay	-	-	-	18,800
Total:	**385,364**	**346,401**	**405,945**	**494,740**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: City Council*

Account: 01-11-110

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	45,226	45,010	63,010	63,010
	Fringe Benefits	107,960	108,847	112,060	133,490
	Total Salaries & Benefits:	**153,186**	**153,857**	**175,070**	**196,500**
42110	Training	28,412	24,221	37,875	37,875
42115	Meeting Expenses - Local	126	360	1,200	1,200
42130	Memberships & Subscriptions	11,624	12,479	12,510	12,510
42200	Operating Supplies	1,476	1,204	4,400	4,400
42230	Uniforms Expense & Safety Equipment	64	64	580	580
	Total Operating Expenditures:	**41,701**	**38,328**	**56,565**	**56,565**
44100	Office Equipment Furniture & Fixtures				**18,800**
	Total Capital Outlay:	**-**	**-**	**-**	**18,800**
	Total:	**194,887**	**192,185**	**231,635**	**271,865**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: City Council*

Account: 01-11-110

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	37,875	
	LLC, CCCA, ICA, ICSC, and other organizations:		
	Mayor ($11,300= $8,475 75% GF, $2,825 25% MIF)		8,475
	Councilmembers ($39,200= $29,400 75% GF, $9,800 25% MIF)		29,400
		Total:	37,875
42115	**Meeting Expenses - Local**	1,200	
	Host 4 meetings w/NSGRWG		1,200
		Total:	1,200
42130	**Memberships & Subscriptions**	12,510	
	NALEO dues ($100 pp x 5 members)		500
	National League of Cities Membership		600
	California Contract Cities Association Membership (CCCA)		3,800
	Independent Cities Association Membership (ICA)		700
	Southern California Association of Governments Membership (SCAG)		260
	SGV Council of Government		6,650
	Joint Powers Authority Dues (Next payment due May 2026)		-
		Total:	12,510
42200	**Operating Supplies**	4,400	
	Frames		300
	Tile plates		400
	Business cards		500
	Proclamations/covers		550
	Name badges/name plates/photo plates		150
	General City Function Supplies		2,500
		Total:	4,400
42230	**Uniforms Expense & Safety Equipment**	580	
	City logo clothing		580
		Total:	580
	Total Operating Expenditures:	**56,565**	**56,565**
44100	**Office Equipment Furniture & Fixtures**	-	
	Replace seven (7) chairs at Council Chamber dais		7,600
	Replace fourteen (14) chairs at outer Council Chambers table		11,200
		Total:	18,800
	Total Capital Outlay:	**-**	**18,800**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Planning Commission*

Account: 01-11-112

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	9,600	7,618	12,000	12,000
	Fringe Benefits	85,652	63,897	59,410	73,930
	Total Salaries & Benefits:	**95,252**	**71,515**	**71,410**	**85,930**
42110	Training	10,295	9,174	13,720	15,000
42200	Operating Supplies	26	-	250	250
42230	Uniforms Expense & Safety Equipment	571	211	500	500
	Total Operating Expenditures:	**10,892**	**9,384**	**14,470**	**15,750**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**106,145**	**80,900**	**85,880**	**101,680**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Planning Commission*

Account: 01-11-112

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	13,720	
	Pln Comm - California Contract Cities Assoc. Municipal Seminar ($2,000/Comm) (75% GF / 25% MIF)		7,500
	Pln Comm-League of California Cities, Planning Comm Academy ($2,000/Comm) (75% GF / 25% MIF)		7,500
		Total:	15,000
42200	**Operating Supplies**	250	
	Badges, Nameplates & additional funds		250
		Total:	250
42230	**Uniforms Expense & Safety Equipment**	500	
	Planning Commission Uniforms		500
		Total:	500
	Total Operating Expenditures:	**14,470**	**15,750**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Parks & Recreation Commission*

Account: 01-11-113

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	9,450	9,625	10,500	10,500
	Fringe Benefits	61,472	51,803	62,440	85,730
	Total Salaries & Benefits:	**70,922**	**61,428**	**72,940**	**96,230**
42110	Training	7,385	5,989	8,300	8,300
42200	Operating Supplies	63	26	100	100
42230	Uniforms Expense & Safety Equipment	192	184	500	500
	Total Operating Expenditures:	**7,639**	**6,200**	**8,900**	**8,900**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**78,561**	**67,628**	**81,840**	**105,130**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Parks & Recreation Commission*

Account: 01-11-113

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	8,300	
	California Contract Cities Assoc. Municipal Seminar ($1,660/Comm)		8,300
		Total:	8,300
42200	**Operating Supplies**	100	
	Badges and name plates for Commissioners		100
		Total:	100
42230	**Uniforms Expense & Safety Equipment**	500	
	Parks & Recreation Commission Uniforms		500
		Total:	500
	Total Operating Expenditures:	**8,900**	**8,900**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Senior Commission*

Account: 01-11-114

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	5,500	5,400	6,000	6,000
	Fringe Benefits	80	78	90	90
	Total Salaries & Benefits:	**5,580**	**5,478**	**6,090**	**6,090**
42110	Training	-	-	-	9,375
42200	Operating Supplies	-	-	-	100
42230	Uniforms Expense & Safety Equipment	191	211	500	500
	Total Operating Expenditures:	**191**	**211**	**500**	**9,975**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**5,771**	**5,689**	**6,590**	**16,065**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: City Council *Division: Senior Commission*

Account: 01-11-114

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	-	
	Senior Comm-CPRS		9,375
	($2,500/Comm) (75% GF & 25% MIF)		
		Total:	9,375
42200	**Operating Supplies**	-	
	Badges and name plates for Commissioners		100
		Total:	100
42230	**Uniforms Expense & Safety Equipment**	500	
	Senior Citizen Commission Uniforms		500
		Total:	500
	Total Operating Expenditures:	**500**	**9,975**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Manager*

Account: 01-13-130

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	22,884	23,235	26,070	26,760
	Fringe Benefits	47,188	14,363	10,690	9,810
	Total Salaries & Benefits:	**70,072**	**37,598**	**36,760**	**36,570**
42110-0000	Training - CM	1,694	3,403	3,700	3,700
42110-1010	Training - Asst CM	5,444	874	5,900	5,900
42115	Meeting Expenses - Local	55	732	720	720
42130	Memberships & Subscriptions	4,778	4,116	6,450	6,500
42200	Operating Supplies	2,802	3,346	2,180	2,180
42220	Fuel	2,036	287	1,000	1,000
42221	Vehicle Maintenance & Repairs	1,055	2,633	4,000	4,000
42300	Contract Services	10,245	85,506	90,400	90,400
	Total Operating Expenditures:	**28,110**	**100,897**	**114,350**	**114,400**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**98,182**	**138,495**	**151,110**	**150,970**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Manager*

Account: 01-13-130

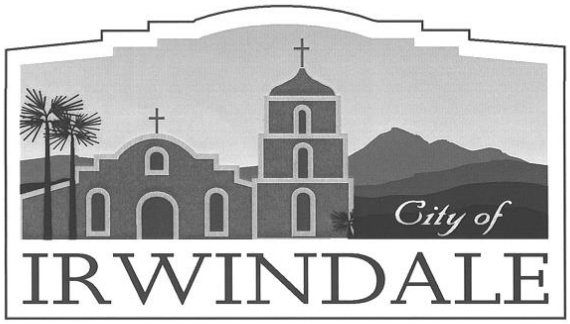
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget		FY 2024-25 Budget
42110-0000	**Training - CM**	3,700		
	LCC Annual Conference & Expo (Southern CA)			2,200
	LCC CM Conference (Southern CA)			1,500
		Total:		3,700
42110-1010	**Training - Asst CM**	5,900		
	MMACS Workshops, Legislative Meetings, & Other Professional Meetings			900
	LCC Annual Conference & Expo (Southern CA)			3,000
	LCC CM Conference (Southern CA)			2,000
		Total:	411	5,900
42115	**Meeting Expenses - Local**	720		
	Misc. Local Meetings (CM)		1,025	360
	Misc. Local Meetings (ACM)			360
		Total:		720
42130	**Membership & Subscriptions**	6,450		
	SGVCMA CM Membership			150
	LCC (LA County Div.)			1,000
	LCC Association Membership			1,200
	MMASC Membership (ACM & Mgmnt. Analyst)			250
	SGVT Weekly Subscription (CM & ACM)			1,500
	ICMA Dues (CM & ACM)			2,400
		Total:		6,500
42200	**Operating Supplies**	2,180		
	Business cards (CM & ACM)			180
	Presentations/Recognitions			500
	Misc. ads/project supplies/artwork/photo frames			500
	Printer/computer supplies			1,000
		Total:		2,180
42220	**Fuel**	1,000		
	Chrysler 300			1,000
		Total:		1,000
42221	**Vehicle Maintenance & Repairs**	4,000		
	Chrysler 300			4,000
		Total:		4,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Manager*

Account: 01-13-130

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contract Services**	90,400	
	As-needed Contract Services		25,000
	Joe A. Gonsalves & Son (Lobbyist) 40% GF ($11,400) & 60% MIF ($17,100)		11,400
	California Consulting (Grant Writing & Management)		54,000
		Total:	90,400
	Total Operating Expenditures:	**114,350**	**114,400**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Clerk*

Account: 01-16-160

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	174,770	146,538	160,320	164,890
	Overtime	1,041	625	-	-
	Fringe Benefits	80,569	74,444	98,310	105,720
	Total Salaries & Benefits:	**256,380**	**221,606**	**258,630**	**270,610**
42110	Training	577	1,162	1,500	1,500
42116	Mileage Reimbursement	61	123	200	200
42130	Memberships & Subscriptions	865	1,446	2,290	1,550
42131	Public Notices	-	-	200	200
42200	Operating Supplies	733	91	350	350
42210	Office Equipment Mtnce & Supplies	4,179	-	5,100	5,100
42240-1200	Program Supplies-Elections	233	5,776	-	12,975
42300	Contractual Services	14,754	16,081	16,005	21,625
42300-1260	Contractual Services - ARPA	-	10,000	-	-
	Total Operating Expenditures:	**21,402**	**34,678**	**25,645**	**43,500**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**277,783**	**256,284**	**284,275**	**314,110**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Clerk*

Account: 01-16-160

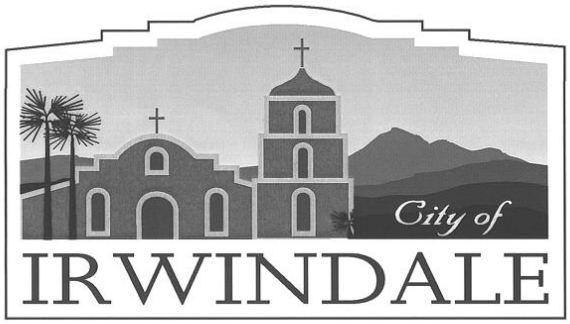
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	1,500	
	Miscellaneous training events		1,500
		Total:	1,500
42116	**Mileage Reimbursement**	200	
	Mileage		200
		Total:	200
42130	**Memberships & Subscriptions**	2,290	
	City Clerks Association of California (CDCC & Mgmt. Analyst)		500
	International Institute of Municipal Clerks (CDCC & Mgmt. Analyst)		300
	National Notary Association - CDCC		750
		Total:	1,550
42131	**Public Notices**	200	
	(Dependent on appeals to City Council, if any)		200
		Total:	200
42200	**Operating Supplies**	350	
	Miscellaneous supplies		350
		Total:	350
42210	**Office Equipment Mtnce & Supplies**	5,100	
	Complete Paperless Solutions - Laserfiche Support (75% GF, 25% MIF)		4,800
	Miscellaneous		300
		Total:	5,100
42240-1200	**Program Supplies-Elections**	-	
	Registrar (Next General Municipal Election 11/2024, FY 24/25)		10,975
	Election Related Supplies		500
	Legal Ads		1,500
		Total:	12,975

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: City Clerk*

Account: 01-16-160

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	16,005	
	Civic Plus/MuniCode Includes:		4,100
	Full Service Supplementation Subscription, Annual Print Suppl. Service		
	Renewal for Online code hosting & Ordinance codification		
	Agenda Management Solution ($8,500=75% GF $6,375 & 25% MIF $2,125)		6,375
	Social Media Archiving		6,200
	TAB Fusion RMS label making software for records management		4,950
	(75% GF-$4,950, 25% MIF-$1,650 ongoing)		
		Total:	21,625
	Total Operating Expenditures:	**25,645**	**43,500**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Administrative Services*

Account: 01-18-180

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	210,689	215,382	215,750	222,100
	Overtime	1,711	880	-	-
	Fringe Benefits	99,385	115,924	134,190	143,710
	Total Salaries & Benefits:	**311,785**	**332,187**	**349,940**	**365,810**
42130	Memberships & Subsciptions	120	120	150	150
42131	Public Notices	627	2,215	2,000	3,000
42140	Chamber of Commerce Assistance	30,000	30,000	30,000	45,000
42142	Contributions/Donations	300	-	-	-
42200	Operating Supplies	25,351	38,538	36,140	36,140
42210	Office Equipment Mtnce & Supplies	20,045	19,411	23,940	27,940
42212	Postage	21,391	27,545	26,800	30,000
42213	Telephone	95,100	91,812	123,550	132,050
42214	Water	115,725	132,348	147,000	157,100
42215	Gas	19,277	35,325	30,000	31,500
42216	Elecricity - General	183,955	213,383	200,640	215,070
42241	Special Events	15,713	11,309	30,000	12,000
42241-4014	Special Events-Service Award Ceremony	4,439	5,180	6,500	6,500
42250	Building Repairs	-	3,416	-	-
42300	Contractual Services	-	-	-	325
	Total Operating Expenditures:	**532,043**	**610,602**	**656,720**	**696,775**
	Total:	**843,828**	**942,789**	**1,006,660**	**1,062,585**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administrative Services *Division: Administrative Services*

Account: 01-18-180

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberships & Subscriptions**	150	
	Costco Annual Membership		150
		Total:	150
42131	**Public Notices**	2,000	
	Public hearing notices as needed (*ex.* CDBG, DIF, User Fee, RFP, linkage)		3,000
		Total:	3,000
42140	**Chamber of Commerce Assistance**	30,000	
	Chamber of Commerce		45,000
		Total	45,000
42200	**Operating Supplies**	36,140	
	Office Supplies		6,000
	Lewis Engraving		300
	ProPrinting - Envelopes & Letterhead		1,000
	Pacific - Copier Paper (CH only)		5,540
	Vestis First Aid & Safety		1,000
	Water Service		8,000
	Canva Design Software, Newsletter Printing, Newsletter Mailing		13,200
	FlippingBook - Digital flip book for City Newsletter & Veterans Program		1,100
		Total:	36,140
42210	**Office Equipment Mtnce & Supplies**	23,940	
	Ricoh Copy Fees (RICOH01)		11,500
	Ricoh Copier Leases (RICOH02)		7,500
	HPC - Maintenance for Copiers & Printers (Administration)		1,000
	Balcon Holding (Bay Alarms) Security & Fire Alarm (Rec, Lib, SCC, PW) Monitoring, Maint & Testing		5,100
	E.G. Brennan & Co. Corp - Fellows Shredder		250
	Pitney Bowes Supplies		1,600
	Pitney Bowes Annual Service Agreement		990
		Total:	27,940
42212	**Postage**	26,800	
	Postage (City-wide)		28,800
	Federal Express Mailings		1,200
		Total:	30,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administrative Services *Division: Administrative Services*

Account: 01-18-180

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42213	**Telephone**	123,550	
	Peerless - Telephone carrier / Long Distance (75% GF, 25% MIF)		28,800
	MCI - PD, long distance (75% GF, 25% MIF)		380
	Frontier - Internet -2nd Street (75% GF, 25% MIF)		2,250
	Frontier - Telephones & Rec Alarm (75% GF, 25% MIF)		8,280
	Spectrum/Charter - Internet for LVTS		3,000
	AT&T Firstnet		19,800
	AT&T Virtual Private Network (PD Air Cards)		27,300
	Verizon - City wide Cell Phones (except for PW Services)(75% GF & 25% MIF)		29,940
	Verizon - PW Services (40% GF & 60% MIF)		3,800
	Verizon - All City issued Cell Phones & cases (Every 2 years -Next purchase FY 24/25) - 75% GF & 25% MIF		8,500
		Total:	132,050
42214	**Water**	147,000	
	Valley County Water		157,100
	Valley View Mutual Water Co		
	Golden State Water Co		
	Azusa Light & Water		
	CA American Water		
	(75% in General Fund / 25% in Mining Impact Fund)		
		Total:	157,100
42215	**Gas**	30,000	
	Gas (75% GF & 25% MIF)		31,500
		Total:	31,500
42216	**Electricity - General**	200,640	
	Electricity (75% GF & 25% MIF)		215,070
		Total:	215,070
42241	**Special Events**	30,000	
	Veterans' Ceremony		4,000
	(Offset by Community Benefit Contribution of $1,000 from United Rock)		
	Young Citizen of the Year Event		4,000
	Team building events throughout the year		4,000
		Total:	12,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administrative Services *Division: Administrative Services*

Account: 01-18-180

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42241-4014	**Special Events-Service Award Ceremony**	6,500	
	Service Award Ceremony		6,500
		Total:	6,500
42300	**Contractual Services**	-	
	Paver Program for Memorial Garden - Engraver set-up fee		325
		Total:	325
	Total Operating Expenditures:	**656,720**	**696,775**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Information Technology (IT)*

Account: 01-20-200

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	167,425	140,456	164,330	157,770
	Overtime	5,425	3,121	-	-
	Fringe Benefits	63,530	52,229	78,350	79,920
	Total Salaries & Benefits:	**236,380**	**195,806**	**242,680**	**237,690**
42116	Mileage Reimbursement	-	10	100	100
42130	Memberships & Subscriptions	3,560	7,665	9,000	9,330
42200	Operating Supplies	-	-	-	200
42205	Computer Parts & Equipment	27,336	29,679	120,925	57,485
42205-1260	Computer Parts & Equipment - ARPA	-	3,583	-	-
42210	Office Equipment Mtnce & Supplies	55,060	53,009	67,277	54,085
42300	Contractual Services	4,995	8,835	44,375	51,875
42300-1260	Contractual Services - ARPA	-	7,933	-	-
	Total Operating Expenditures:	**90,951**	**110,714**	**241,677**	**173,075**
44500	Large Tools & Equipment	5,007	307,426	-	-
	Total Capital Outlay:	**5,007**	**307,426**	**-**	**-**
					-
	Total:	**332,338**	**613,945**	**484,357**	**410,765**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Information Technology (IT)*

Account: 01-20-200

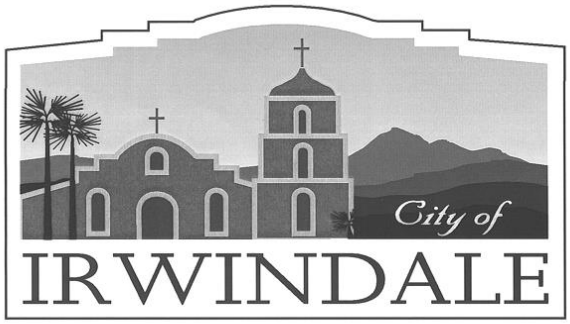
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42116	**Mileage Reimbursement**	100	
	Mileage		100
		Total:	100
42130	**Memberships & Subscriptions**	9,000	
	Municipal Information Systems Assoc of CA (MISAC)		260
	Dropbox Plus annual plan (2TB)		120
	Zoom meetings (3) & Webinar (1)		1,200
	Ninja Remote Monitoring & Management (RMM)		4,500
	Zoho Mobile Device Management Software		3,250
		Total:	9,330
42200	**Operating Supplies**	-	
	Employee ID Card supplies & cleaning kit (20% GF & 80% MIF)		200
		Total:	200
42205	**Computer Supplies & Equipment**	120,925	
	Computer/Server Parts & Equipment (unanticipated)		6,000
	Computer Ongoing Replacement Schedule		18,400
	Annual Wireless Access Point Replacement (75% GF & 25% MIF)		2,925
	Battery Backup Units for Desktop PCs		1,600
	Battery Backup Replacements - Phase 1 & Battery Replacement to PD		7,880
	server room rack (Phase 2 will start in FY 25/26)		
	Multi-factor authentication implementation		5,000
	KVM console replacement for CH, PD, Sr. Center server racks		6,080
	Annual laptop replacement schedule (Six (6) annually at $2,000 each)		9,600
		Total:	57,485

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Information Technology (IT)*

Account: 01-20-200

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42210	**Office Equipment, Mtnce & Supplies**	67,277	
	CivicPlus CivicEngage Website Hosting and Support Fee		12,900
	CivicPlus CivicReady Mass Notification System		3,500
	XO Communications		500
	Fortigate 200E - City Hall/Library (1 yr svc agmnt - 12/16/2024)		2,200
	Fortinet FortiAnalyzer VM (1 yr svc agmnt - 7/1/2024)		1,350
	City Hall & PD SSL (3 yr svc agmnt - 4/9/2025: $950)		950
	Barracuda Email Protection Gateway (1 yr svc agmnt - 9/2/2024)		4,850
	Barracuda 690 Backup Device & cloud Storage (1 yr svc agmnt - 9/2/2024)		8,900
	City/PD Host (2) and Storage Server (1 yr svc agmnt November 2024)		9,860
	Sophos (anti-virus) (3 yr svc agmnt - 9/15/2026)		
	ESRI ArcGis Pro Basic (4) Concurrent Licenses (1 yr svc agmnt 7/31/2024)		2,600
	DeepFreeze - Library/Senior Center (1 yr svc agmnt - 9/16/2024)		475
	Unanticipated Equipment Maintenance		2,500
	Supplies & telephone equipment		3,500
		Total:	54,085
42300	**Contractual Services**	44,375	
	Emergency/Backup Support		10,000
	Telephone Support		5,500
	Microsoft Office 365 G1 & G3 License Subscription (75% GF & 25% MIF)		28,500
	Barracuda Cloud to Cloud backup (75% GF & 25% MIF)		4,875
	Recabling of copper feeder to PD		3,000
		Total:	51,875
	Total Operating Expenditures:	**241,677**	**173,075**



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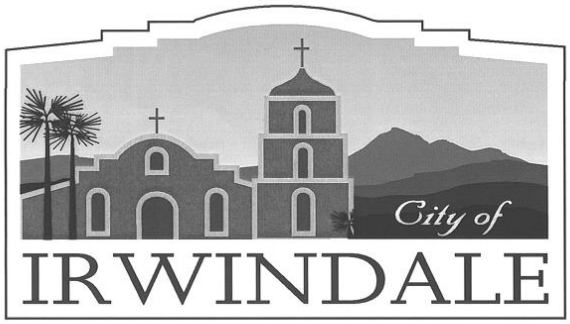
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Housing*

Account: 01-23-230

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	106,861	163,157	182,970	195,590
	Overtime	153	62	-	-
	Fringe Benefits	32,508	41,872	61,730	63,410
	Total Salaries & Benefits:	**139,523**	**205,091**	**244,700**	**259,000**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**139,523**	**205,091**	**244,700**	**259,000**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Economic Development*

Account: 01-26-260

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	37,091	34,230	33,820	36,540
	Fringe Benefits	17,975	17,958	22,280	24,770
	Total Salaries & Benefits:	**55,066**	**52,188**	**56,100**	**61,310**
42110	Training	8,474	6,639	5,000	5,000
42115	Meeting Expenses-Local	191	500	500	500
42116	Mileage	125	233	300	300
42130	Memberships & Subscriptions	5,575	13,325	10,540	11,430
42131	Public Notice	-	1,561	2,000	2,000
42200	Operating Supplies	4,960	4,528	5,000	5,000
42241	Special Events	873	4,289	14,000	14,000
42300	Contractual Services	12,555	15,099	26,500	26,500
42441	Environmental Site Assessment	-	-	8,000	8,000
42443	Escrow & Appraisal Fees	-	-	6,000	6,000
	Total Operating Expenditures:	**32,754**	**46,174**	**77,840**	**78,730**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**87,819**	**98,362**	**133,940**	**140,040**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Economic Development*

Account: 01-26-260

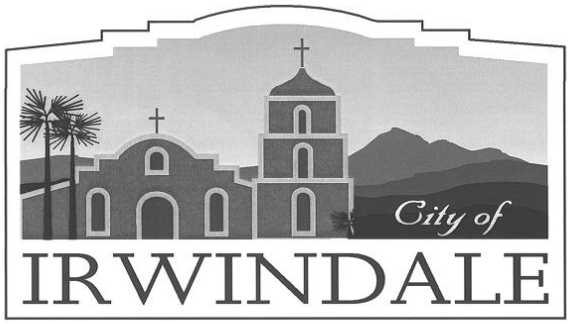
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	5,000	
	ICSC (1 Staff member)		2,000
	CALED Annual Training Conference (1 Staff member)		1,500
	Miscellaneous Workshop		1,500
	Total:		5,000
42115	**Meeting Expenses-Local**	500	
	Meeting Expenses		500
	Total:		500
42116	**Mileage Reimbursement**	300	
	Meetings and Seminars		300
	Total:		300
42130	**Memberships & Subscriptions**	10,540	
	Los Angeles County Economic Development Corp. (LAEDC);		2,525
	San Gabriel Valley Economic Partnership (SGVEP)		3,000
	CALED Membership		500
	CoStar Database		5,280
	MMASC Membership		125
	Total:		11,430
42131	**Public Notices**	2,000	
	Public notices		2,000
	Total:		2,000
42200	**Operating Supplies**	5,000	
	Operating Supplies for Economic Development		1,000
	Marketing/Promotional Expenses		3,000
	Printing		1,000
	Total:		5,000
42241	**Special Events**	14,000	
	Restaurant Promotions; Economic Vitality; Business Education Programs		14,000
	Total:		14,000
42300	**Contractual Services**	26,500	
	Economic Development Consulting Services		7,500
	HDL ECONSolutions (Socio conomic data / analytics)		11,500
	Video Production		7,500
	Total:		26,500

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Economic Development*

Account: 01-26-260

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42441	**Environmental Site Assessment**	8,000	
	Environmental Site Assessment / Asbestos Survey / LBP Survey		8,000
		Total:	8,000
42443	**Escrow & Appraisal Fees**	6,000	
	Escrow & Appraisal		6,000
		Total:	6,000
	Total Operating Expenditures:	**77,840**	**78,730**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Public Information Office*

Account: 01-27-270

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	35,047	32,298	33,820	36,540
	Fringe Benefits	20,019	19,889	22,280	24,770
	Total Salaries & Benefits:	**55,066**	**52,187**	**56,100**	**61,310**
42110	Training	640	1,781	1,000	3,000
42130	Memberships & Subscriptions	275	875	880	880
42200	Operating Supplies	992	1,199	1,000	1,000
42241	Special Events	-	-	-	15,500
	Total Operating Expenditures:	**1,907**	**3,855**	**2,880**	**20,380**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**56,973**	**56,042**	**58,980**	**81,690**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Administration *Division: Public Information Office*

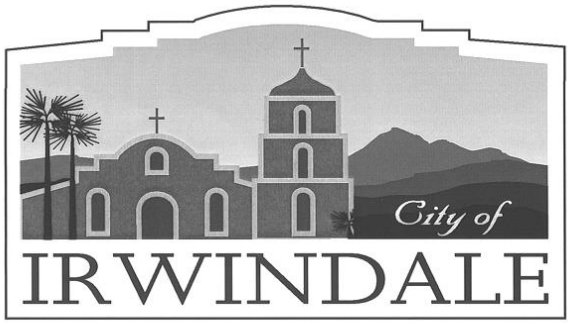
Account: 01-27-270

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	1,000	
	Various local workshops & trainings		1,000
	League of CA Cities Annual Conference & Expo		2,000
	Total:		3,000
42130	**Memberships & Subscriptions**	880	
	CAPIO membership		280
	Adobe Cloud		600
	Total:		880
42200	**Operating Supplies**	1,000	
	Operating Supplies for Public Information		1,000
	Total:		1,000
42241	**Special Events**	-	
	State of the City Event		15,500
	Total:		15,500
	Total Operating Expenditures:	**2,880**	**20,380**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development 01-51 *Division: All Divisions*

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	227,098	214,907	253,810	294,370
Overtime	4,829	4,599	3,500	3,500
Fringe Benefits	84,520	74,762	95,540	121,200
Total Salaries & Benefits:	**316,446**	**294,267**	**352,850**	**419,070**
Total Operating Expenditures:	**158,706**	**186,830**	**136,514**	**93,360**
Total Capital Outlay:	**-**	**40,147**	**-**	**-**
Total:	**475,152**	**521,245**	**489,364**	**512,430**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Planning & Administration*

Account: 01-51-510

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	132,097	131,474	149,770	185,380
	Overtime	4,426	3,499	2,400	2,400
	Fringe Benefits	49,409	45,323	53,390	75,680
	Total Salaries & Benefits:	**185,932**	**180,296**	**205,560**	**263,460**
42110	Training	2,125	3,057	2,200	3,800
42116	Mileage Reimbursement	33	-	300	300
42130	Memberships & Subscriptions	2,944	3,987	4,134	4,290
42131	Public Notices	6,142	1,692	10,000	11,600
42200	Operating Supplies	5,334	5,897	3,800	4,100
42210	Office Equipment Mtnce & Supplies	1,955	1,750	4,000	6,600
42212	Postage	214	232	400	400
42220	Fuel	374	503	1,000	1,000
42230	Uniform Expenses & Safety Equipment	-	86	400	400
42251	Small Tools & Minor Equipment	349	-	450	500
42300	Contractual Services	122,305	139,824	75,000	20,000
42347	Refunds	-	12,916	-	-
	Total Operating Expenditures:	**141,774**	**169,944**	**101,684**	**52,990**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**327,706**	**350,240**	**307,244**	**316,450**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Planning & Administration*

Account: 01-51-510

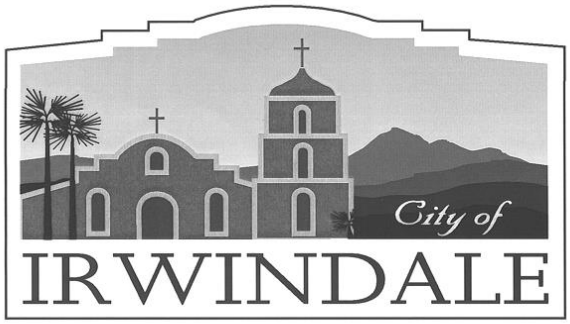
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	2,200	
	APA Workshops & Training		3,000
	Nuts & Bolts		800
		Total:	3,800
42116	**Mileage Reimbursement**	300	
	Mileage		300
		Total:	300
42130	**Memberships & Subscriptions**	4,134	
	Provides for professional memberships in relevant organizations:		1,650
	one (3) APA membership; professional subscriptions; ACEC publications;		
	LAFCO membership		1,000
	American Planning Association (APA), CP, SP & PT		740
	National Notary Association		900
		Total:	4,290
42131	**Public Notices**	10,000	
	Provides for mandated public hearing notices (notice fees deposits are paid in		4,900
	advance by applicants; any balance due after City is invoiced is collected from		
	applicant); (Revenue posted to 01-00-000-34350-0000)		
	Code Enforcement Public Notices		1,200
	Public Notices		5,500
		Total:	11,600
42200	**Operating Supplies**	3,800	
	Provides for necessary supplies to operate the Planning function		4,100
		Total:	4,100
42210	**Office Equipment Mtnce & Supplies**	4,000	
	Ricoh Copy Fees (RICOH01)		3,350
	Ricoh Copier Leases (RICOH02)		2,250
	SGVCOG VMT Online Screening Access Annual Fee		400
	ESRI ArcGIS Annual Maintenance Fee		600
		Total:	6,600

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Planning & Administration*

Account: 01-51-510

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42212	**Postage**	400	
	Provides for postage and Express Service costs		400
	Total:		400
42220	**Fuel**	1,000	
	Provides for fuel costs of Community Development vehicle		1,000
	Total:		1,000
42230	**Uniform Expenses & Safety Equipment**	400	
	Provides for field uniforms (Per MOU Sec 10.04 Uniform Allowance)		400
	Total:		400
42251	**Small Tools & Minor Equipment**	450	
	Provides portion of purchases of small equipment for Department use		500
	(i.e. cameras, meeting equipment, other miscellaneous)		
	Total:		500
42300	**Contractual Services**	75,000	
	Contract Planning Services		20,000
	Total:		20,000
	Total Operating Expenditures:	**101,684**	**52,990**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Business Licenses*

Account: 01-51-511

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	21,378	19,138	37,650	40,640
	Overtime	135	403	-	-
	Fringe Benefits	7,714	4,752	14,000	15,570
	Total Salaries & Benefits:	**29,228**	**24,294**	**51,650**	**56,210**
42110	Training	40	349	2,180	2,480
42130	Memberships & Subscriptions	150	150	900	1,100
42200	Operating Supplies	687	1,585	2,000	2,450
42300	Contractual Services	10,323	10,771	19,200	20,100
	Total Operating Expenditures:	**11,200**	**12,855**	**24,280**	**26,130**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**40,428**	**37,149**	**75,930**	**82,340**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Business Licenses*

Account: 01-51-511

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	2,180	
	CMRTA Quarterly Meetings ($40/Quarter)/Classes & Certifications		280
	CMRTA Conference		2,200
		Total:	2,480
42130	**Memberships & Subscriptions**	900	
	CMRTA Membership - for Business License Clerk		400
	Comodo - BL security certificate (Paid every 2 years-next payment 6/2024)		700
		Total:	1,100
42200	**Operating Supplies**	2,000	
	Business License Forms - Printing		850
	Business License Decals (J&D Printing)		600
	Business License Misc Office Supplies		1,000
		Total:	2,450
42300	**Contractual Services**	19,200	
	HDL Web Module Software User Fee		11,500
	HDL Business License On-line Web Application		2,500
	HDL Business License User Maintenance Fee		2,000
	HDL Software - Business License Permit Tracking		4,100
		Total:	20,100
	Total Operating Expenditures:	**24,280**	**26,130**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Code Enforcement*

Account: 01-51-512

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	73,622	64,294	66,390	68,350
	Overtime	267	697	1,100	1,100
	Fringe Benefits	27,397	24,687	28,150	29,950
	Total Salaries & Benefits:	**101,287**	**89,677**	**95,640**	**99,400**
42110	Training	81	6	900	2,240
42116	Mileage Reimbursement	206	33	150	150
42130	Memberships & Subscriptions	390	400	600	700
42200	Operating Supplies	462	579	450	600
42210	Office Equipment Mtnce & Supplies	1,955	1,167	2,000	3,400
42220	Fuel	1,169	618	3,000	3,000
42221	Vehicle Maintenance & Repairs	321	463	2,000	2,500
42230	Uniform Expenses & Safety Equipment	700	765	1,300	1,400
42251	Small Tools & Minor Equipment	447	-	150	250
	Total Operating Expenditures:	**5,732**	**4,031**	**10,550**	**14,240**
44400	Vehicles	**-**	**40,147**	**-**	**-**
	Total Capital Outlay:	**-**	**40,147**	**-**	**-**
	Total:	**107,018**	**133,856**	**106,190**	**113,640**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Community Development *Division: Code Enforcement*

Account: 01-51-512

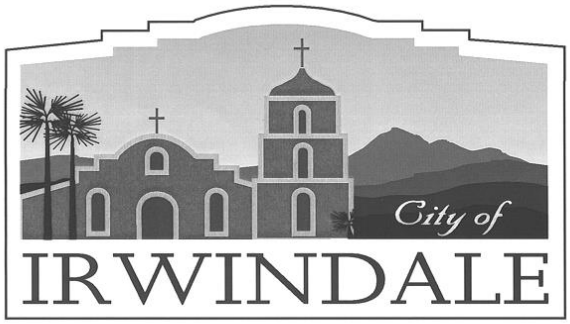
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	900	
	California Code Enforcement Officer (CCEO)		1,000
	CACEO conference (2 Code Enforcement Officers)		1,240
		Total:	2,240
42116	**Mileage Reimbursement**	150	
	Mileage Reimbursement		150
		Total:	150
42130	**Memberships & Subscriptions**	600	
	Provides for Professional memberships and certifications in CACEO		700
		Total:	700
42200	**Operating Supplies**	450	
	Provides for necessary supplies to operate the Code Enforcement		600
	function.		
		Total:	600
42210	**Office Equipment Mtnce & Supplies**	2,000	
	Ricoh Copy Fees (RICOH01)		1,900
	Ricoh Copier Leases (RICOH02)		1,500
		Total:	3,400
42220	**Fuel**	3,000	
	Provides for fuel costs for Code Enforcement vehicle		3,000
		Total:	3,000
42221	**Vehicle Maintenance & Repairs**	2,000	
	Provides for maintenance of Code Enforcement vehicle		2,500
		Total:	2,500
42230	**Uniform Expenses & Safety Equipment**	1,300	
	Provides for field uniforms		600
	Safety shoes/boots (4/year) - 2 ea per officer		800
		Total:	1,400
42251	**Small Tools & Minor Equipment**	150	
	Provides portion for purchases of small equipment for Department use		250
	(i.e. cameras, meeting equipment, other miscellaneous)		
		Total:	250
	Total Operating Expenditures:	**10,550**	**14,240**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: All Divisions*

01-14

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	357,501	399,480	423,830	446,720
Overtime	4,268	2,668	5,900	5,900
Fringe Benefits	272,940	217,809	346,051	254,720
Total Salaries & Benefits:	**634,710**	**619,956**	**775,781**	**707,340**
Operating Expenditures	**257,122**	**245,629**	**353,904**	**354,179**
Capital Outlay	**-**	**-**	**-**	**-**
Total:	**891,831**	**865,585**	**1,129,685**	**1,061,519**
Transfers Out	561,600	-	-	-
Total Expenditures:	**1,453,431**	**865,585**	**1,129,685**	**1,061,519**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: Finance Operations*

Account: 01-14-140

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	357,501	399,480	423,830	446,720
	Overtime	4,268	2,668	5,900	5,900
	Fringe Benefits	272,940	217,809	346,051	254,720
	Total Salaries & Benefits:	**634,710**	**619,956**	**775,781**	**707,340**
42110	Training	561	1,398	13,350	13,350
42130	Memberships & Subscriptions	1,038	1,433	1,990	2,065
42131	Public Notices	754	391	800	800
42132	Bank & Finance Fees	31,941	45,143	40,610	40,610
42200	Operating Supplies	10,382	10,562	10,000	10,000
42210	Office Equipment Mtnce & Supplies	778	2,270	1,000	1,000
42212	Postage	10	24	200	200
42300	Contractual Services	110,558	69,374	118,000	124,000
42311	Audit Fees	38,963	52,713	88,154	82,354
	Total Operating Expenditures:	**194,983**	**183,307**	**274,104**	**274,379**
44100	Office Equipment, Furniture & Fixtures	-	-	-	-
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**829,693**	**803,264**	**1,049,885**	**981,719**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: Finance Operations*

Account: 01-14-140

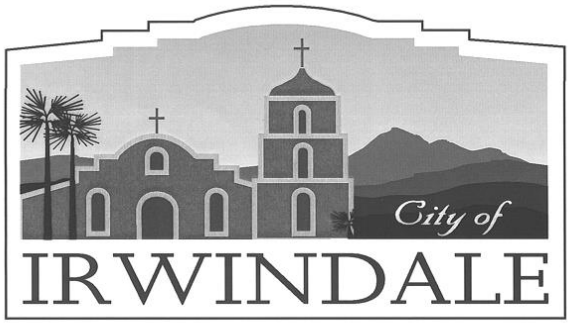
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	13,350	
	CSMFO Bimonthly Chapter Meetings (4 staff attend)		300
	Government Tax & Employee Benefits		2,500
	League of California Cities-Municipal Finance Institute (FD)		2,500
	CSMFO Conference - Southern California (FD)(FM)		5,800
	Annual GASB Update		1,000
	Miscellaneous Staff Training & Mileage		1,250
		Total:	13,350
42130	**Memberships & Subscriptions**	1,990	
	MMASC Membership (FM, FA, Accountant)		375
	CSMFO Dues		800
	GFOA Dues		800
	Finance newsletters & publications		90
		Total:	2,065
42131	**Public Notices**	800	
	Legal Notice Publications		800
		Total:	800
42132	**Bank & Finance Fees**	40,610	
	Bank Charges		3,000
	Elavon Merchant Services Fees		33,950
	Sectran Security Inc. (Armed Guard Services)		1,560
	Authorize.Net Account Fees		900
	CSMFO & GFOA Budget/ACFR Award Programs		1,200
		Total:	40,610
42200	**Operating Supplies**	10,000	
	Office & Printing Supplies		6,300
	1099's / W-2's / Envelopes		600
	Printing of Budget Books and Annual Comprehensive Financial Report		2,200
	Laser Check Stock		900
		Total:	10,000
42210	**Office Equipment Mtnce & Supplies**	1,000	
	Misc. Finance Equipment Maintenance & Repairs		1,000
		Total:	1,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: Finance Operations*

Account: 01-14-140

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42212	**Postage**	200	
	Express Mailings as needed		200
		Total:	200
42300	**Contractual Services**	118,000	
	Accela/Springbrook Software Program Maintenance - Annual		37,450
	HdL - ACFR Statistical Services		1,300
	HdL - Sales Tax Analysis Services ($1,500 per quarter)		6,000
	HdL - Measurer I Analysis Services ($300 per quarter)		1,200
	HdL - Property Tax Analysis Services ($1,575 per quarter)		6,300
	GASB 68 & 75 Reporting Requirements-PERS/PARS/OPEB		7,000
	State Controllers Report Filings		3,500
	OPEB Actuarial Valuation-Total Comp Services		9,500
	OPEB Actuarial Roll-Forward Valuation		2,000
	PARS Actuarial Valuation-Milliman		10,750
	Misc. Accounting/Financial Consulting Services		10,000
	Accela - Federally mandated to report ACA, W2's and 1099 electronically		3,000
	Employee Self Service Portal - Annual maintenance fee		8,000
	Development Impact Fee Reporting		9,600
	GASB 68 CalPERS Admin Fee		2,700
	Complete Paperless Solutions (CPS) Subsciption		1,800
	Springbrook Laserfiche Subsciption		3,900
		Total:	124,000
42311	**Audit Fees**	88,154	
	Annual Financial Audit (75% GF & 25% MIF)		38,330
	Single Audit (when needed)		5,350
	GASB 68 Test Work		12,173
	GASB 75 Test Work		4,057
	GASB 99 (In Addition to Continuation of GASB 87 & 96)		22,444
		Total:	82,354
	Total Operating Expenditures:	**274,104**	**274,379**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: Gov't Contracts / Debt Service*

Account: 01-14-142

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42312	Trustee Services & Fees	-	-	1,200	1,200
42314	State Contracts & Fees	54,426	54,695	54,000	54,000
42315	LA County Auditor/Controller Admin Fees	3,176	3,087	20,000	20,000
42318	Pumping Rights Assessment	4,512	4,512	4,600	4,600
42432	Parcel Levy	24	28	-	-
	Total Operating Expenditures:	**62,138**	**62,321**	**79,800**	**79,800**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
49100	Transfers Out-2013 Lease Revenue Bonds	561,600	-	-	-
	Total Transfers Out:	**561,600**	**-**	**-**	**-**
	Total:	**623,738**	**62,321**	**79,800**	**79,800**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Finance *Division: Gov't Contracts / Debt Service*

Account: 01-14-142

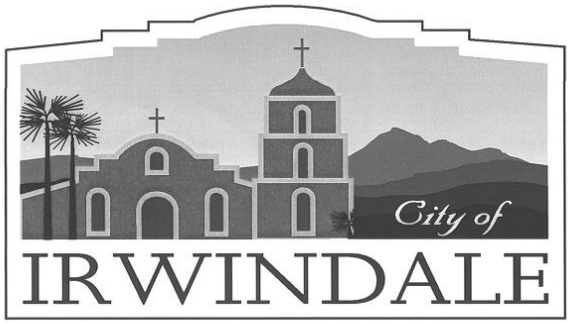
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42312	**Trustee Services & Fees**	1,200	
	Continuing Disclosure Services - Willdan		1,200
		Total:	1,200
42314	**State Contracts & Fees**	54,000	
	State Quarterly Admin Fee (approx $13,500/qtr)		54,000
		Total:	54,000
42315	**LA County Auditor/Controller Admin Fees**	20,000	
	LA County Admin Fee - Property Tax		20,000
		Total:	20,000
42318	**Pumping Rights Assessment**	4,600	
	San Gabriel Basin Water - Assmt Prescriptive Pumping Rights		4,600
		Total:	4,600
	Total Operating Expenditures:	79,800	**79,800**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: All Divisions*

01-15

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	283,532	248,356	299,990	308,930
Overtime	-	-	-	-
Fringe Benefits	118,257	100,843	146,750	155,650
Total Salaries & Benefits:	**401,788**	**349,199**	**446,740**	**464,580**
Operating Expenditures	**3,464,643**	**2,948,193**	**3,001,560**	**2,759,766**
Capital Outlay	**-**	**-**	**-**	**-**
Total:	**3,866,431**	**3,297,392**	**3,448,300**	**3,224,346**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Human Resources Administration*

Account: 01-15-150

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	194,849	156,071	176,660	181,860
	Overtime	-	-	-	-
	Fringe Benefits	80,358	66,323	93,110	98,740
	Total Salaries & Benefits:	**275,207**	**222,394**	**269,770**	**280,600**
42110	Training	1,307	325	5,310	5,310
42112	Employee Training & Development	820	1,026	3,780	3,780
42115	Meeting Expenses-Local	1,208	1,203	600	600
42116	Mileage Reimbursement	-	80	300	300
42121	Services Awards/Employee Recognition	9,000	8,350	6,000	5,400
42122-0000	Tuition Reimbursement - ICEA	10,837	2,758	20,000	20,000
42122-1035	Tuition Reimbursement - IPOA	-	15,000	15,000	15,000
42122-1036	Tuition Reimbursement - UCMgmt	5,841	-	15,000	15,000
42122-1037	Tuition Reimbursement - IMEA	19,721	12,816	20,000	20,000
42130	Memberships & Subscriptions	6,570	10,949	6,930	8,200
42200	Operating Supplies	2,781	1,351	1,300	1,300
42300	Contractual Services	30,461	69,646	26,130	23,330
	Total Operating Expenditures:	**88,546**	**123,504**	**120,350**	**118,220**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**363,754**	**345,898**	**390,120**	**398,820**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Human Resources Administration*

Account: 01-15-150

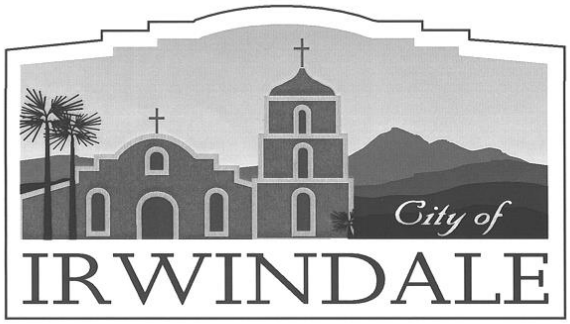
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	5,310	
	CALPELRA Conference (75% GF & 25% MIF)		1,920
	CalPERS Education Forum (75% GF & 25% MIF)		870
	LCW Annual Public Sector Employment Law Conference (75% GF & 25%MIF)		1,000
	SCPMA-HR Conference (75% GF & 25% MIF)		170
	Parma or CJPIA Risk Management Annual Conference (75%GF & 25% MIF)		450
	So Cal Public Labor Relations Council Conference (75%GF & 25% MIF)		150
	Miscellaneous Training (75% GF & 25% MIF)		750
	Total:		5,310
42112	**Employee Training & Development**	3,780	
	Liebert Cassidy Whitmore Consortium Workshop		1,680
	Academy Sessions (Management, Parks & Recreation, Leadership, etc.)		2,100
	Total:		3,780
42115	**Meeting Expenses-Local**	600	
	Oral Board Lunch and Refreshments		600
	Total:		600
42116	**Mileage Reimbursement**	300	
	Mileage		300
	Total:		300
42121	**Services Awards/Employee Recognition**	6,000	
	Employees are eligible for monetary awards in recognition of their		
	years of service to the City.		4,200
	Honoring Public Service Retirement (FT $400 & PT $200)		1,200
	Total:		5,400
42122-0000	**Tuition Reimbursement-ICEA**	20,000	
	Reimbursement of tuition fees paid for continuing education for		20,000
	ICEA employees; HR to verify eligibility and requirements are met		
	Total:		20,000
42122-1035	**Tuition Reimbursement-IPOA**	15,000	
	Reimbursement of tuition fees paid for continuing education for		15,000
	IPOA employees; HR to verify eligibility and requirements are met		
	Total:		15,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Human Resources Administration*

Account: 01-15-150

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42122-1036	**Tuition Reimbursement-Unclassified Management**	15,000	
	Reimbursement of tuition fees paid for continuing education for Unclassified		15,000
	Management employees; HR to verify eligibility and requirements are met		
		Total:	15,000
42122-1037	**Tuition Reimbursement-IMEA**	20,000	
	Reimbursement of tuition fees paid for Continuing education for IMEA		20,000
	IMEA employees; HR to verify eligibility and requirements are met		
		Total:	20,000
42130	**Memberships & Subscriptions**	6,930	
	CALPELRA Annual Dues		700
	IPMA-HR Annual Dues		150
	SCPMA-HR Annual Dues		100
	SCPLRC Annual Dues		100
	PARMA Annual Dues		150
	Recruitment Advertising		1,500
	NeoGov (Goverrtmentjobs.com)		5,500
		Total:	8,200
42200	**Operating Supplies**	1,300	
	Incidental office supplies needed specifically for HR related projects		1,300
		Total:	1,300
42300	**Contractual Services**	26,130	
	Liebert Cassidy Whitmore Consortium Fees		4,000
	Hollman Group - EAP		2,100
	Pre-Employment Medical Exams		2,770
	State of California - Fingerprinting		590
	Background Investigations		1,500
	Polygraph		900
	Pre-Employment Psychological Testing		1,800
	CPS Recruitment Testing Services		2,000
	DOT Drug Testing		670
	Hepatitis A Vaccinations		6,000
	Bilingual Testing		300
	Audiometric Testing		700
		Total:	23,330
	Total Operating Expenditures:	**120,350**	**118,220**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Summer Youth*

Account: 01-15-151

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	21,174	33,346	42,210	43,550
	Fringe Benefits	6,524	7,355	4,990	5,240
	Total Salaries & Benefits:	**27,698**	**40,701**	**47,200**	**48,790**
42200	Operating Supplies	-	270	900	900
42230	Uniforms	-	346	1,000	1,000
42300	Contract Services	390	1,621	2,760	2,760
	Total Operating Expenditures:	**390**	**2,237**	**4,660**	**4,660**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**28,088**	**42,938**	**51,860**	**53,450**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Summer Youth*

Account: 01-15-151

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	900	
	Office Supplies		400
	Refreshments for Summer Youth training sessions		500
		Total:	900
42230	**Uniforms Expense**	1,000	
	Delong Unlimited - Shirts for Summer Youth		1,000
		Total:	1,000
42300	**Contract Services**	2,760	
	Pre-employment Medical Exams		1,630
	Training/Workshop		200
	State of California (fingerprinting)		930
		Total:	2,760
	Total Operating Expenditures:	**4,660**	**4,660**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Risk Management / Retiree Benefits*

Account: 01-15-152

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	67,509	58,938	81,120	83,520
	Fringe Benefits	31,374	27,166	48,650	51,670
	Total Salaries & Benefits:	**98,883**	**86,104**	**129,770**	**135,190**
42320	Benefits Administrative Fees	34,796	29,963	32,450	31,700
42321	State Unemployment Insurance	19,692	8,624	15,000	15,000
42322	Workers' Comp Insurance	708,304	650,959	632,950	680,980
42323	Liability Claims	51,600	237,616	50,000	50,000
42324	General Liability Insurance	763,030	734,604	825,150	939,206
42325	Retiree Medical Benefits	790,028	898,714	845,000	920,000
42325-1210	Retiree Medical Benefits/OPEB ARC	-	261,972	476,000	-
42328	Damage Recovery Costs	8,257	-	-	-
43312	CalPERS Trust - CEPPT	1,000,000	-	-	-
	Total Operating Expenditures:	**3,375,706**	**2,822,452**	**2,876,550**	**2,636,886**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out	**-**	**-**	**-**	**-**
		3,474,589	**2,908,556**	**3,006,320**	**2,772,076**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Human Resources *Division: Risk Mgmt / Retiree Benefits*

Account: 01-15-152

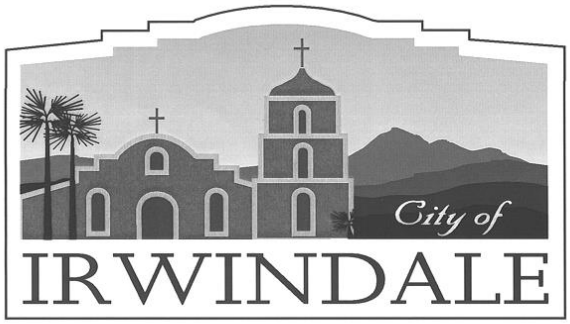
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42320	**Benefits Administrative Fees**	32,450	
	PARS Admin Costs		21,000
	CalPERS Medical Insurance Admin Costs		4,700
	CalPERS Employer Premium for Survivor Benefit		6,000
		Total:	31,700
42321	**State Unemployment Insurance**	15,000	
	State Unemployment Insurance		15,000
		Total:	15,000
42322	**Workers' Comp Insurance**	632,950	
	CJPIA Workers' Comp Insurance		661,881
	CJPIA Workers' Comp Insurance-Retrospective Adjustment		19,099
		Total:	680,980
42323	**Liability Claims**	50,000	
	General Liability Reserve		50,000
		Total:	50,000
42324	**Liability Insurance**	825,150	
	All-Risk Property Insurance		294,648
	CJPIA General Liability Insurance		566,650
	CJPIA General Liability Insurance-Retrospective Adjustment		50,000
	Third Party Administrator		19,800
	Pollution Liability Insurance		6,516
	CJPIA Crime Insurance		1,592
		Total:	939,206
42325	**Retiree Medical Benefits/OPEB**	845,000	
	Medical Insurance for Retirees (80% GF & 20% MIF)		920,000
		Total:	920,000
	Total Operating Expenditures:	**2,400,550**	**2,636,886**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Legal *Division: Legal Services*

Account: 01-12-120

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget Revised	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42310-0000	Legal Services - General	209,274	230,836	69,600	69,600
42310-2000	Legal Services - Case Litigations	138,629	319,819	165,000	165,000
42310-2010	Legal Services - Finance	11,277	103	6,400	6,400
42310-2020	Legal Services - Human Resources-General	36,979	19,194	25,280	25,280
42310-2021	Legal Services - Human Resources-Other	-	10,498	-	-
42310-2022	Legal Services - Labor Negotiations	38,172	11,953	-	-
42310-2030	Legal Services - Public Safety General	4,633	12,315	7,200	7,200
42310-2040	Legal Services - Planning	82,191	49,739	31,120	31,120
42310-2050	Legal Services - Code Enforcement	26,425	542	42,000	42,000
42310-2060	Legal Services - Public Works	13,154	12,728	8,400	8,400
42310-2070	Legal Services - Speedway	417	6,001	-	-
	Total Operating Expenditures:	**561,149**	**673,727**	**355,000**	**355,000**
	Total:	**561,149**	**673,727**	**355,000**	**355,000**



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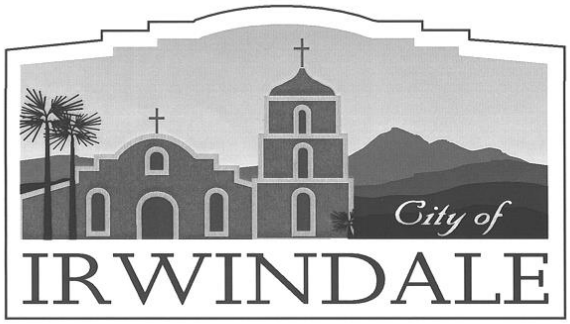
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: All Divisions*
01-44

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	289,300	349,693	484,740	505,220
Overtime	-	-	-	-
Fringe Benefits	79,248	103,101	125,350	139,670
Total Salaries & Benefits:	**368,548**	**452,795**	**610,090**	**644,890**
Operating Expenditures	**77,671**	**82,847**	**98,400**	**104,500**
Capital Outlay	**9,088**	**-**	**-**	**-**
Total:	**455,307**	**535,641**	**708,490**	**749,390**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Library Operations*

Account: 01-44-440

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	289,300	312,088	431,150	447,280
	Overtime	-	-	-	-
	Fringe Benefits	79,248	102,556	124,570	138,530
		368,548	**414,644**	**555,720**	**585,810**
42110	Training	2,106	2,550	3,000	3,900
42116	Mileage Reimbursement	-	35	300	300
42130	Memberships & Subscriptions	2,433	2,546	2,800	2,800
42200	Operating Supplies	7,366	6,918	7,500	8,000
42200-1151	Operating Supplies - ICF	-	2,618	-	-
42200-1040	Operating Supplies-Preservation	-	-	500	500
42210	Office Equipment Mtnce & Supplies	3,085	2,249	4,000	4,500
42211	Internet/Network	14,554	14,491	16,500	16,500
42211-1151	Internet/Network - ICF	-	2,760	-	-
42240-1710	Program Supplies-Summer Reading Program	4,221	4,871	5,000	5,500
42240-1740	Program Supplies-Evening Program	2,616	3,757	5,000	5,500
42240-1750	Program Supplies-Computer Software	4,909	5,237	5,200	5,300
42244-1041	Books & Reference Materials-Books	12,501	15,027	20,000	20,000
42244-1042	Books & Reference Materials-Electronic	6,288	6,377	7,300	10,400
42244-1043	Books & Reference Materials-Serials	3,870	3,916	4,500	4,500
42244-1044	Books & Reference Materials-Media	9,270	4,444	6,000	6,000
42244-1151	Books & Reference Materials-ICF	-	1,278	-	-
42251	Small Tools & Minor Equipment	726	35	1,500	1,500
42300	Contractual Services	-	-	3,800	3,800
42327	Certificate of Insurance-Special Events	1,190	1,217	1,500	1,500
	Total Operating Expenditures:	**75,135**	**80,326**	**94,400**	**100,500**
44300-1151	Computer System	388	-	-	-
	Total Capital Outlay:	**388**	**-**	**-**	**-**
	Total:	**444,071**	**494,971**	**650,120**	**686,310**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Library Operations*

Account: 01-44-440

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	3,000	
	CLA conference - attendance required, administrative meetings		1,200
	CA Sate Library Directors' forum - attendance required		400
	Staff professional development training and webinars		300
	CENIC Annual Conference		1,200
	Ryan Dowd Homeless training for staff		800
		Total:	3,900
42116	**Mileage Reimbursement**	300	
	Mileage		300
		Total:	300
42130	**Memberships & Subscription**	2,800	
	CLA		500
	SCLC		1,700
	CALIFA		300
	ALA		300
		Total:	2,800
42200	**Operating Supplies**	7,500	
	Office supplies, book processing supply		8,000
		Total:	8,000
42200-1040	**Operating Supplies-Preservation**	500	
	Preservation supply		500
		Total:	500
42210	**Office Equipment Mtnce & Supplies**	4,000	
	Book cart replacements, signage, display, equipment replacement and maintenance		4,500
		Total:	4,500

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Library Operations*

Account: 01-44-440

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42211	**Internet/Network**	16,500	
	CALIFA - CalREN advanced network services for Internet		16,500
	(Annual reimbursement of 95% from Califa Group per CC 5/25/15,		
	item 1F, Revenue 01-33120)		
		Total:	16,500
42240-1710	**Program Supplies-Summer Reading Program**	5,000	
	Supplies, performers, programs, incentives		5,500
	(Offset by Community Benefit Contribution of $3,000 from United Rock)		
		Total:	5,500
42240-1740	**Program Supplies-Other Programs**	5,000	
	Supplies, performers, guest speakers		5,500
		Total:	5,500
42240-1750	**Program Supplies-Computer Software**	5,200	
	ILS catalog (verso)		3,050
	Envisionware		500
	Adobe		250
	Movie license		400
	Other software licenses		1,100
		Total:	5,300
42244-1041	**Books & Reference Materials-Books**	20,000	
	General fiction		6,730
	General non-fiction		6,630
	Children's books		6,640
		Total:	20,000
42244-1042	**Books & Reference Materials-Electronic**	7,300	
	SoCal digital library/overdrive e-books		1,500
	hoopla, eBooks for nooks		2,500
	Rossetta Stone subscription/ebsco		1,900
	Tutor.com		2,000
	Kanopy on-demand video platform		2,500
		Total:	10,400

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Library Operations*

Account: 01-44-440

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42244-1043	**Books & Reference Materials-Serial**	4,500	
	Serial subscription and Periodicals		4,500
		Total:	4,500
42244-1044	**Books & Reference Materials-Media**	6,000	
	Media materials (DVD, audiobooks)		6,000
		Total:	6,000
42251	**Small Tools & Minor Equipment**	1,500	
	Media cleaners, filters, restoration tools, general small tools		1,500
		Total:	1,500
42300	**Contractual Services**	3,800	
	Professional services (restoration, digitization, bookbinding)		3,800
		Total:	3,800
42327	**Certificate of Insurance-Special Events**	1,500	
	Special Event Insurance		1,500
		Total:	1,500
	Total Operating Expenditures:	**94,400**	**100,500**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Tutorial*

Account: 01-44-441

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	23,213	37,605	53,590	57,940
	Fringe Benefits	337	545	780	1,140
	Total Salaries & Benefits:	**23,550**	**38,150**	**54,370**	**59,080**
42200	Operating Supplies	536	521	1,000	1,000
42300	Contractual Services	2,000	2,000	3,000	3,000
	Total Operating Expenditures:	**2,536**	**2,521**	**4,000**	**4,000**
44300-1151	Computer Systems-ICF	8,700	-	-	-
	Total Capital Outlay:	**8,700**	**-**	**-**	**-**
	Total:	**34,785**	**40,671**	**58,370**	**63,080**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Library *Division: Tutorial*

Account: 01-44-441

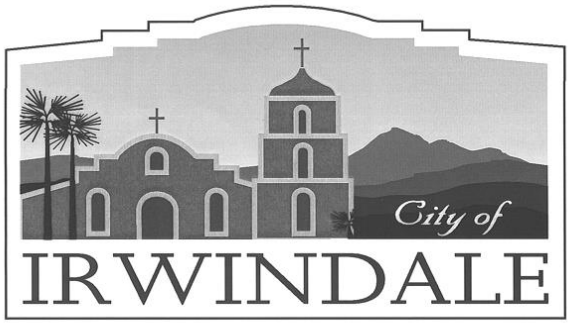
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies-Tutorial**	1,000	
	Office supplies, books, teaching supply		1,000
		Total:	1,000
42300	**Contractual Services**	3,000	
	At Risk of Retention or RSP/IEP program students (offsite tutoring service)		3,000
		Total:	3,000
	Total Operating Expenditures:	**4,000**	**4,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: All Divisions*

01-35

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	4,561,350	4,454,989	5,079,780	5,312,890
Overtime	827,557	1,056,830	567,600	700,000
Fringe Benefits	2,549,741	2,232,014	3,063,780	3,018,000
Total Salaries & Benefits:	**7,938,648**	**7,743,833**	**8,711,160**	**9,030,890**
Total Operating Expenditures:	**319,459**	**513,719**	**422,780**	**483,871**
Total Capital Outlay:	**-**	**595**	**323,519**	**-**
Total:	**8,258,107**	**8,258,147**	**9,457,459**	**9,514,761**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Police Administration*

Account: 01-35-350

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	371,484	448,428	478,680	499,450
	Overtime	13	109	-	-
	Fringe Benefits	137,162	140,502	271,640	272,890
	Total Salaries & Benefits:	**508,659**	**589,040**	**750,320**	**772,340**
42130	Memberships & Subscriptions	6,681	6,412	9,150	60,341
42200	Operating Supplies	1,771	3,598	3,700	3,700
42300	Contractual Services	17,233	38,550	48,240	50,640
	Total Operating Expenditures:	**25,686**	**48,560**	**61,090**	**114,681**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**534,345**	**637,599**	**811,410**	**887,021**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Police Administration*

Account: 01-35-350

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberships & Subscriptions**	9,150	
	Clears Meetings, membership		300
	Admin. luncheons, misc. organization memberships to include CPOA		2,300
	Police Officer membership in CPOA / Detective Bureau Meetings		2,100
	Penal code and vehicle code books, Fed ex & Public Notices		1,000
	Policy manual updates, TMS yearly update, network package & Mtnce		1,900
	AT&T Fiber Optic Data Line Annual Service		7,645
	Spectrum Fiber Optic Data Line Annual Service		7,680
	Motorola GIS Managed Services Renewal		10,261
	Flock Safety Cameras Annual Fee - License plate reading cameras		7,000
	Lefta subscription		1,520
	Performa subscription		6,000
	CopWare subscription		965
	Veritone software		2,800
	InTime subscription		7,320
	Cable Services -10 PD & 2 City Hall locations		1,550
		Total:	60,341
42200	**Operating Supplies**	3,700	
	Printing needs for various forms and/or citations		1,700
	Printer ink for 550 color printer (4 replacement cartridges at $275 ea)		2,000
		Total:	3,700
42300	**Contractual Services**	48,240	
	National Union Fire Insurance for Police Officers (Was previously paid out of Human Resources account it is now a PD item)		1,500
	Net Motion software annual implementation		4,290
	Dictaphone logging recorder annual maintenance		3,000
	Parking Administrative review fees ($50 ea. X 20 on average per year)		1,000
	Radio Maintenance		4,300
	Radio/Emergency equipment repairs		4,300
	Emergency equipment repair on units		2,000
	Crossing Guard Services (CC mtg 1/22/2020, Item 1F)		27,850
	Nichols Consulting (cost recovery consultant)		2,400
		Total:	50,640
	Total Operating Expenditures:	**61,090**	**114,681**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Records*

Account: 01-35-351

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	465,344	489,730	642,280	812,410
	Overtime	104,099	74,740	60,000	60,000
	Fringe Benefits	227,511	261,867	395,020	524,110
	Total Salaries & Benefits:	**796,954**	**826,337**	**1,097,300**	**1,396,520**
42200	Operating Supplies	7,001	5,413	5,050	7,550
42210	Office Equipment Mtnce & Supplies	3,707	17,615	31,300	31,300
42211	Internet/Network	7,269	780	11,000	11,000
42230	Uniform Expenses & Safety Equipment	889	2,858	300	300
	Total Operating Expenditures:	**18,865**	**26,667**	**47,650**	**50,150**
44500	Large Tools & Equipment	-	-	323,519	
	Total Capital Outlay:	**-**	**-**	**323,519**	**-**
	Total:	**815,819**	**853,003**	**1,468,469**	**1,446,670**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Records*

Account: 01-35-351

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	5,050	
	Office Solutions for paper, printer ink, copy machine toner, chair mats,		7,550
	miscellaneous office equipment, forms printing		
	Total:		7,550
42210	**Office Equipment Mtnce & Supplies**	31,300	
	Maintenance of Spillman CAD/RMS Systems (Purchased FY 17-18)		25,200
	Ricoh Copy Fees (RICOH01)		2,350
	Ricoh Copier Leases (RICOH02)		3,750
	Total:		31,300
42211	**Internet/Network**	11,000	
	Internet for 911 Phone Line		11,000
	Total:		11,000
42230	**Uniform Expenses & Safety Equipment**	300	
	Miscellaneous uniform purchases for new hire, and/or		300
	damaged uniform replacement		
	Total:		300
	Total Operating Expenditures:	**47,650**	**50,150**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Investigations*

Account: 01-35-352

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	440,607	579,816	524,990	694,690
	Overtime	141,666	88,908	97,500	97,500
	Fringe Benefits	243,600	200,124	328,090	406,130
	Total Salaries & Benefits:	**825,873**	**868,848**	**950,580**	**1,198,320**
42200	Operating Supplies	1,168	2,948	3,000	5,500
	Total Operating Expenditures:	**1,168**	**2,948**	**3,000**	**5,500**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**827,041**	**871,796**	**953,580**	**1,203,820**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Investigations*

Account: 01-35-352

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	3,000	
	Aardvark for tactical supplies		1,500
	Office Solutions		1,000
	Miscellaneous investigative supplies		3,000
		Total:	5,500
	Total Operating Expenditures:	**3,000**	**5,500**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Patrol*

Account: 01-35-353

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	3,168,620	2,809,425	3,302,740	3,306,340
	Overtime	516,200	810,829	387,150	542,500
	Fringe Benefits	1,828,740	1,550,346	1,987,670	1,814,870
	Total Salaries & Benefits:	**5,513,560**	**5,170,600**	**5,677,560**	**5,663,710**
42110	Training	8,330	3,891	8,330	8,330
42111	Training - POST	22,830	20,873	22,830	22,830
42200	Operating Supplies	32,530	29,910	32,530	35,030
42210	Office Equipment Mtnce & Supplies	-	6,186	-	-
42220	Fuel	95,000	112,028	95,000	95,000
42221	Vehicle Maintenance & Repairs	66,000	93,523	66,000	66,000
42230	Uniform Expenses & Safety Equipment	2,900	8,093	2,900	2,900
42251	Small Tools & Minor Equipment	2,030	21,716	7,030	7,030
42332	Jail Service	20,200	31,445	20,200	20,200
42333	Helicopter Services	12,000	11,917	12,000	12,000
	Total Operating Expenditures:	**261,820**	**339,582**	**266,820**	**269,320**
44300	Computer System	**-**	595	-	-
	Total Capital Outlay:	**-**	**595**	**-**	**-**
	Total:	**5,775,380**	**5,510,777**	**5,944,380**	**5,933,030**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Patrol*

Account: 01-35-353

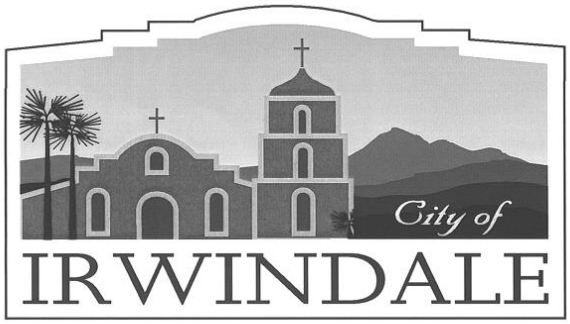
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	8,330	
	Funding to be utilized to meet P.O.S.T. 24 hour bi-annual training		8,330
	requirement that began on 01/01/2009 and is reoccurring.		
	40 hour training requirement in MOU between City and IPOA		
		Total:	8,330
42111	**Training-POST**	22,830	
	Funding to be utilized to meet P.O.S.T. 24 hour bi-annual training		22,830
	requirement that began on 01/01/2009 and is reoccurring.		
	40 hour training requirement in MOU between City and IPOA		
		Total:	22,830
42200	**Operating Supplies**	32,530	
	Ammunition		7,000
	Range supplies		7,530
	Supplies for patrol operations (flares, radio/flashlight batteries, misc. equip)		18,500
	Calibrations for units, radar, intoximeter, and soundmeter		2,000
		Total:	35,030
42220	**Fuel**	95,000	
	Fuel for patrol vehicles		95,000
		Total:	95,000
42221	**Vehicle Maintenance & Repairs**	66,000	
	Repairs related to police department fleet, car washes		61,000
	Motor Cycle repairs		5,000
		Total:	66,000
42230	**Uniform Expenses & Safety Equipment**	2,900	
	Repair and/or replacement of worn out safety equipment to include		2,900
	Sam Browne, flashlights, radios, weapons, tasers		
		Total:	2,900
42251	**Small Tools & Minor Equipment**	7,030	
	Minor Tools & Minor Equipment		1,500
	Bulletproof Vest Program		5,530
		Total:	7,030

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Patrol*

Account: 01-35-353

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42332	**Jail Service**	20,200	
	West Covina Jail, Baldwin Park Jail and LACO jail bookings, blood draws for DUI, applicant prints		20,200
		Total:	20,200
42333	**Helicopter Services**	12,000	
	FAST - Foothill Air Support Team		12,000
		Total:	12,000
	Total Operating Expenditures:	**266,820**	**269,320**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Special Events*

Account: 01-35-357

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	-	-	-	-
	Overtime	43,200	64,861	-	-
	Fringe Benefits	-	161	-	-
	Total Salaries & Benefits:	**43,200**	**65,022**	**-**	**-**
42300	Contractual Services	3,970	16,763	3,970	3,970
	Total Operating Expenditures:	**3,970**	**16,763**	**3,970**	**3,970**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**47,170**	**81,784**	**3,970**	**3,970**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police Dept *Division: Special Events*

Account: 01-35-357

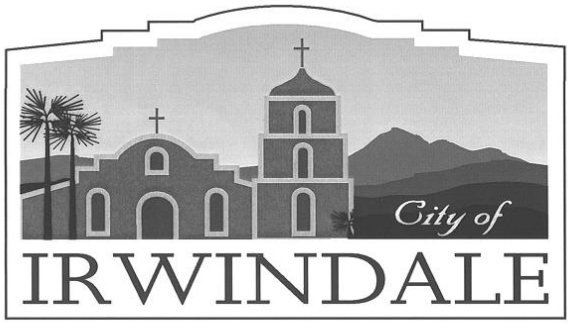
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	3,970	
	For contractual agencies to assist with event coverage as needed.		3,970
		Total:	3,970
	Total Operating Expenditures:	**3,970**	**3,970**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: TRAP*

Account: 01-35-360

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	115,295	127,591	131,090	-
	Overtime	22,380	17,382	22,950	-
	Fringe Benefits	112,728	79,014	81,360	-
	Total Salaries & Benefits:	**250,403**	**223,986**	**235,400**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**250,403**	**223,986**	**235,400**	**-**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Emergency Management*

Account: 01-35-365

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42110	Training	-	-	2,500	2,500
42130	Memberships & Subscriptions	1,672	2,798	2,450	2,450
42200	Operating Supplies	3,022	8,004	30,050	30,050
42211	Internet/Network/Cable	1,094	1,181	2,000	2,000
42300	Contractual Services	2,161	608	3,250	3,250
	Total Operating Expenditures:	**7,949**	**12,590**	**40,250**	**40,250**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**7,949**	**12,590**	**40,250**	**40,250**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: Emergency Management*

Account: 01-35-365

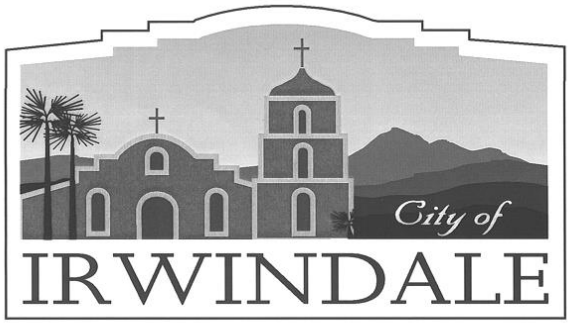
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	2,500	
	LA County, State or Federal sponsored training as it related to natural		2,500
	or man made disasters, terrorism, NIMS requirement		
	Total:		2,500
42130	**Memberships & Subscriptions**	2,450	
	Attendance at related DMAC meetings and workshops, & other local		900
	state/federal meetings & workshops, annual County/State exercise		
	Cable Services -10 PD & 2 City Hall locations (CC mtg 1/14/15 Item 1E)		1,550
	(50% in PD Admin & 50% in Emergency Mgt)		
	Total:		2,450
42200	**Operating Supplies**	30,050	
	Supplies needed to continue the development of our emergency		30,050
	inventory.		
	Total:		30,050
42211	**Internet/Network**	2,000	
	Cable & Internet City-wide for emergecy use		2,000
	Total:		2,000
42300	**Contractual Services**	3,250	
	Annual maintenance fee on Go-Kits emergency phones		750
	Satellite Phone Service		1,500
	GETS Service		1,000
	Total:		3,250
	Total Operating Expenditures:	**40,250**	**40,250**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Police *Division: COVID-19 Emergency*

Account: 01-35-366

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	-	-	-	-
	Overtime	68,290	-	-	-
	Fringe Benefits	264	-	-	-
	Total Salaries & Benefits:	**68,555**	**-**	**-**	**-**
42200	Operating Supplies	7,094	4,544	-	-
42240	Program-Senior Meal Delivery	1,246	-	-	-
42252	General Maintenance Supplies	3,276	-	-	-
42300	Contractual Services	76,095	62,067	-	-
	Total Operating Expenditures:	**87,711**	**66,611**	**-**	**-**
44100	Office Equip,Furniture,Fixture	33,286	-	-	-
44300	Computer System	4,007	-	-	-
	Total Capital Outlay:	**37,293**	**-**	**-**	**-**
	Total:	**193,559**	**66,611**	**-**	**-**



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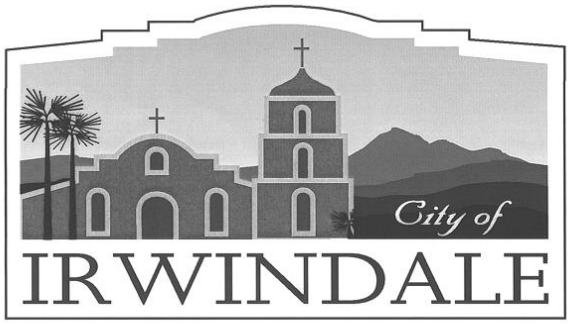
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: All Divisions*
01-52

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	486,181	389,659	551,500	506,570
Overtime	2,323	3,874	-	-
Fringe Benefits	199,118	220,465	224,490	248,840
Total Salaries & Benefits:	**687,623**	**613,999**	**775,990**	**755,410**
Operating Expenditures	**1,090,240**	**1,115,190**	**1,165,500**	**1,167,075**
Capital Outlay & Transfers	**9,672,991**	**146,694**	**1,869,039**	**800,000**
Total:	**11,450,854**	**1,875,882**	**3,810,529**	**2,722,485**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Building & Safety*

Account: 01-52-520

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	228,074	163,887	212,370	212,950
41200	Overtime	993	1,080	-	-
	Fringe Benefits	87,613	80,497	82,430	95,770
	Total Salaries & Benefits:	**316,680**	**245,464**	**294,800**	**308,720**
42110	Training	1,466	2,000	2,000	2,600
42115	Meeting Expenses-Local	-	68	200	200
42130	Memberships & Subscriptions	215	1,473	1,450	1,450
42131	Public Notices (every 3 yrs-2025/2026)	-	-	-	-
42200	Operating Supplies	2,732	1,124	2,500	2,500
42210	Office Equipment Mtnce & Supplies	1,252	1,230	2,500	2,500
42300	Contractual Services	19,615	4,877	23,800	23,800
42340	Plan Check Inspections	581,256	581,110	440,000	440,000
42341	Building Inspections	384,278	316,564	200,000	200,000
42342	Industrial Waste Services	(42,149)	-	30,000	30,000
42343	Geotechnical Plan Check Services	-	-	50,000	50,000
	Total Operating Expenditures:	**948,665**	**908,446**	**752,450**	**753,050**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**1,265,345**	**1,153,909**	**1,047,250**	**1,061,770**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Building & Safety*

Account: 01-52-520

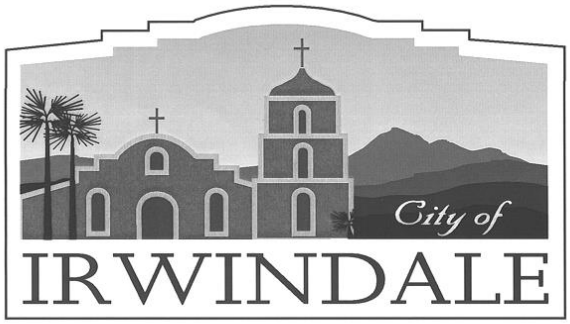
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	2,000	
	CALBO Training		1,200
	ICC Training		1,400
		Total:	2,600
42115	**Meeting Expenses-Local**	200	
	Add'l funds for current/new associates, monthly/annual meeting attendance		200
		Total:	200
42130	**Memberships & Subscriptions**	1,450	
	CALBO Membership		220
	International Code Council (ICBO) Membership		150
	ACI Membership		230
	Building Code Books/Manuals		750
	Add'l funds for current/new associates, monthly/annual meeting attendance		100
		Total:	1,450
42200	**Operating Supplies**	2,500	
	General Office Supplies		2,500
		Total:	2,500
42210	**Office Equipment Mtnce & Supplies**	2,500	
	Ricoh Copy Fees (RICOH01) 25%		1,000
	Ricoh Copier Leases (RICOH02) 25%		1,000
	LA County Online Permitting - Support/Maintenance		500
		Total:	2,500
42300	**Contractual Services**	23,800	
	Record Retention for Building Code Requirement		5,000
	Landscape Design Review and Inspection		2,800
	Grading Plan Check - Geological (Mining/Reclamation)		3,500
	Grading Plan Check - Geotechnical (Mining/Reclamation)		3,500
	Grading Plan Check - Environmental/Water Quality		4,400
	Grading - Permit Inspection (Mining/Reclamation)		4,600
		Total:	23,800
42340	**Plan Check Review**	440,000	
	LA County Plan Check (Structural, Grading, MEP's) & Permit Tech Svcs		410,000
	LA County Plan Check & Permit Technician		30,000
	(This item generates Offsetting Revenue)		
		Total:	440,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Building & Safety*

Account: 01-52-520

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42341	**Building Inspections**	200,000	
	LA County Building Inspection Services		200,000
	(This item generates Offsetting Revenue)		
		Total:	200,000
42342	**Industrial Waste Services**	30,000	
	LA County Industrial Waste Services (PC/Inspection Svcs)		30,000
		Total:	30,000
42343	**Geotechnical Plan Check Services**	50,000	
	Plan Check Review Consulting - Building Code/As Needed		20,000
	New Development Geotechnical Plan Check Services		30,000
		Total:	50,000
	Total Operating Expenditures:	**752,450**	**753,050**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Engineering Operations*

Account: 01-52-522

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	206,208	179,598	226,630	198,550
	Overtime	1,331	2,533	-	-
	Fringe Benefits	92,131	108,441	103,980	108,350
	Total Salaries & Benefits:	**299,669**	**290,571**	**330,610**	**306,900**
42110	Training	5,479	5,883	2,400	2,400
42115	Meeting Expenses-Local	928	373	7,100	7,100
42130	Memberships & Subscriptions	1,443	710	2,880	2,880
42131	Public Notices	-	378	2,300	2,300
42200	Operating Supplies	4,883	3,252	6,300	6,300
42210	Office Equipment Mtnce & Supplies	8,223	5,276	9,800	10,175
42220	Fuel	1,829	1,029	5,000	5,000
42221	Vehicle Maintenance & Repairs	232	571	4,000	4,000
42230	Uniform Expenses & Safety Equipment	319	187	600	1,200
42300	Contractual Services	360	710	38,000	38,000
42344	Public Works Inspections	-	439	25,000	25,000
42345	Surveying Services	-	4,325	10,000	10,000
42346	Traffic Engineering Services	7,770	34,628	30,000	30,000
42371	Traffic Signal Mtnce-Routine	-	-	28,000	28,000
42372	Traffic Signal Mtnce-Extraordinary	-	-	65,000	65,000
	Total Operating Expenditures:	**31,469**	**57,763**	**236,380**	**237,355**
44300	Computer Systems	7,198	-	-	**-**
	Total Capital Outlay:	**7,198**	**-**	**-**	**-**
49100	Transfers Out	9,450,000	**-**	**-**	**-**
800-49100	Transfers Out - Capital Projects	215,793	141,444	1,869,039	800,000
	Total Transfers Out:	**9,665,793**	**141,444**	**1,869,039**	**800,000**
	Total:	**10,004,129**	**489,778**	**2,436,029**	**1,344,255**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Engineering Operations*

Account: 01-52-522

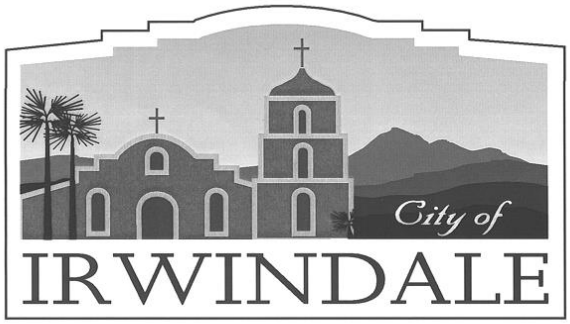
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	2,400	
	Traffic training		2,400
		Total:	2,400
42115	**Meeting Expenses-Local**	7,100	
	ASCE Conference		3,000
	APWA Conference		3,000
	CCEA Meetings		1,100
		Total:	7,100
42130	**Memberships & Subscriptions**	2,880	
	SGVCOG Meetings 12 x $25		300
	ITE 3 x $320		960
	ASCE		640
	APWA, SWANA, CASQA, SGVWA		580
	CCEA Membership		400
			2,880
42131	**Public Notices**	2,300	
	Legal Notices		2,300
		Total:	2,300
42200	**Operating Supplies**	6,300	
	Printing Services (Arc, Skyblueprinting, etc.)		1,300
	Plotter Maintenance Supplies		2,000
	General Office Supplies		3,000
		Total:	6,300
42210	**Office Equipment Mtnce & Supplies**	9,800	
	Ricoh Copy Fees (RICOH01) 30%		1,250
	Ricoh Copier Leases (RICOH02) 30%		1,125
	Auto CAD Annual Subscription (GF 50% & MIF 50%)		3,800
	Trafficware Synchro Software for Signal timing		4,000
		Total:	10,175
42220	**Fuel**	5,000	
	Cardlock Fuel		5,000
		Total:	5,000
42221	**Vehicle Maintenance & Repairs**	4,000	
	Vehicle Maintenance & Repairs		4,000
		Total:	4,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Engineering Operations*

Account: 01-52-522

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42230	**Uniform Expenses & Safety Equipment**	600	
	Safety shoes/boots (1 pair/MOU) (Per MOU Sec 10.04 IMEA & Sec 10.05C ICEA)		1,200
		Total:	1,200
42300	**Contractual Services**	38,000	
	Labor Compliance Consulting Services		2,500
	DBE Compliance Consulting Services		2,500
	Records Retention		3,000
	Vehicle Miles Travels (VMT) Guidelines for 2020/SGVOG		30,000
			38,000
42344	**Public Works Inspection Services**	25,000	
	Public Works Inspection Services		19,000
	Inspection Services-Reimbursable (As Needed, Night's, Weekends)		6,000
		Total:	25,000
42345	**Surveying Services**	10,000	
	Subdivision Map Services - As Needed		5,000
	Field Summary Services - As Needed		5,000
		Total:	10,000
42346	**Traffic Engineering Services**	30,000	
	Traffic Engineering Services - As Needed		30,000
		Total:	30,000
42371	**Traffic Signal Mtnce-Routine**	28,000	
	Maintenance Contract-City Owned Traffic Signal (Santa Fe Springs)		25,000
	LA County shared intersections - Maintenance Contract		3,000
		Total:	28,000
42372	**Traffic Signal Mtnce-Extraordinary**	65,000	
	Traffic Signal Mtnce-Extraordinary		20,000
	Emergency Repair Traffic Signal/Signage		30,000
	Emergency Repairs		15,000
		Total:	65,000
	Total Operating Expenditures:	**236,380**	**237,355**
800-49100	**Transfers Out - Capital Projects**	1,869,039	
	Capital Projects		800,000
		Total:	800,000
	Total Transfers Out:	**1,869,039**	**800,000**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Environmental Mandates*

Account: 01-52-523

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	33,324	18,173	46,120	42,050
41200	Overtime	-	66	-	-
	Fringe Benefits	12,993	11,154	17,500	24,750
	Total Salaries & Benefits:	**46,317**	**29,393**	**63,620**	**66,800**
42110	Training	-	3,345	5,000	5,000
42115	Meeting Expenses - Local	-	90	220	220
42116	Mileage Reimbursement	-	-	150	150
42130	Memberships & Subscriptions	100	100	1,500	1,500
42200	Operating Supplies	1,472	1,072	4,800	4,800
42300	Contractual Services	27,039	25,038	41,000	41,000
42381	Storm Drain / NPDES	81,496	119,337	124,000	124,000
	Total Operating Expenditures:	**110,107**	**148,981**	**176,670**	**176,670**
44300-1260	Computer Systems - ARPA	-	**5,250**	**-**	**-**
	Total Capital Outlay:	**-**	**5,250**	**-**	**-**
	Total:	**156,424**	**183,625**	**240,290**	**243,470**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Environmental Mandates*
Account: 01-52-523

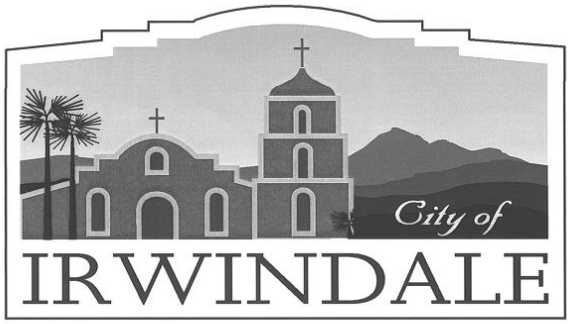
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	5,000	
	California Storm water Quality Association (CASQA)/American Public Works		1,000
	Association (APWA) Conferences		
	LA Permit Group, NPDES, San Gabriel Watershed, LA River Watershed,		800
	LA Solid Waste Management Committee - Mileage for Meeting Attendance		200
	QSD certifications		3,000
		Total:	5,000
42115	**Meeting Expense - Local**	220	
	San Gabriel Valley Water Association (SGVWA) Quarterly Meetings		120
	City and County Engineers Association		100
		Total:	220
42116	**Mileage Reimbursement**	150	
	Mileage		150
		Total:	150
42130	**Memberships & Subscriptions**	1,500	
	California Storm water Quality Association (CASQA)		400
	San Gabriel Valley Water Association (SGVWA)		140
	American Public Works Association (APWA)		425
	Reference Materials		535
		Total:	1,500
42200	**Operating Supplies**	4,800	
	Office Depot		2,000
	Public Education		2,000
	NPDES field internet		800
		Total:	4,800
42300	**Contractual Services**	41,000	
	Los Angeles County Cost Sharing for San Gabriel River		25,065
	Los Angeles County Cost Sharing for Rio Hondo Tributary & Peck Rd Park Lake		12,000
	Gateway Water Management Authority (GWMA) Harbor Toxic TMDL Monitoring		1,935
	Gateway Cities/SGVCOG		1,750
	Esri GIS Software		250
		Total:	41,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Environmental Mandates*

Account: 01-52-523

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42381	**Storm Drain / NPDES**	124,000	
	NPDES Contract (Baseline, IC/ID, NDRD Tracking, PI&PAP, As-needed)		42,000
	NPDES Mandated Compliance Inspections		50,000
	NPDES Mandated MS4 Prt Testing/Monitoring - OM, RWM, LRS, and Integrated Monitoring Program (IMP)		15,425
	SWRCB/Annual Permit Fee		12,575
	Annual licensing fees and maint for CloudCompli Enviro Compliance Software		4,000
		Total:	124,000
	Total Operating Expenditures:	**176,670**	**176,670**



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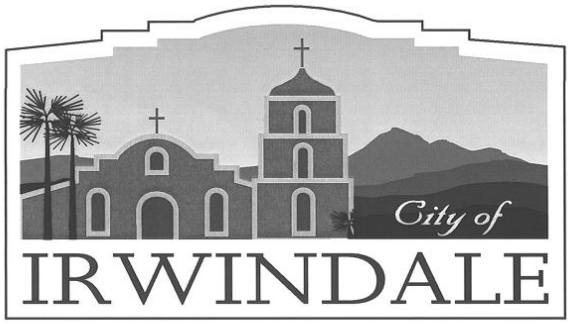
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Works - Engineering *Division: Olive Pit Personnel*

Account: 01-52-533

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	18,576	28,001	66,380	53,020
	Overtime	-	197	-	-
	Fringe Benefits	6,380	20,373	20,580	19,970
	Total Salaries & Benefits:	**24,956**	**48,571**	**86,960**	**72,990**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**24,956**	**48,571**	**86,960**	**72,990**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Aquatics Division*

Account: 01-41-410

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	167,478	243,379	287,690	329,530
	Overtime	900	566	-	-
	Fringe Benefits	31,115	47,911	53,890	66,290
	Total Salaries & Benefits:	**199,493**	**291,856**	**341,580**	**395,820**
42110	Training	195	2,670	4,000	4,300
42130	Membership & Subscriptions	2,381	3,184	5,550	8,075
42200	Operating Supplies	16,869	19,591	19,500	21,700
42230	Uniforms Expense & Safety Equipment	6,003	3,783	8,400	9,100
42230-1151	Uniforms Expense & Safety Equip-ICF	265	-	-	-
42240	Program Supplies	6,161	94	-	-
42243-1151	Special Program-ICF	128	-	-	-
42250	Building Repairs & Maintenance	39,605	62,872	37,010	44,310
42300	Contractual Services	323	8,341	14,800	25,800
42300-1151	Contractual Services-ICF	-	8,547	-	-
42327	Certificate of Insurance-SpEvt	290	-	1,000	1,000
42335	Contracted Instructors & Officials	5,470	7,608	10,000	10,400
42335-1151	Contracted Instructors & Officials-ICF	3,098	-	-	-
	Total Operating Expenditures:	**80,788**	**116,690**	**100,260**	**124,685**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**280,281**	**408,546**	**441,840**	**520,505**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Aquatics Division*

Account: 01-41-410

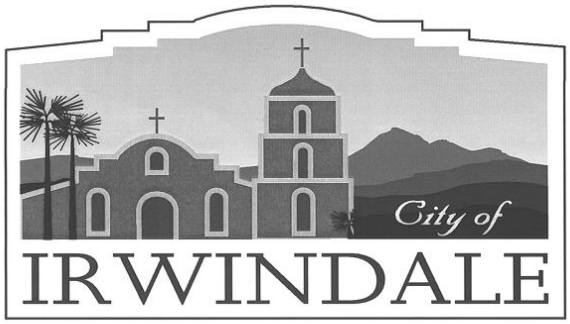
Acct No	FY 2024-2025 Departmental Budget	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	4,000	
	CPRS - (California Parks & Rec Society)		2,300
	CAMS - (California Aquatic Management School)		2,000
		Total:	4,300
42130	**Memberships & Subscriptions**	5,550	
	LA City Hazmat Disclosure Program		625
	American Red Cross Cards for Lifeguards		500
	- Bi-annual (odd years) American Red Cross - (15 employees)		
	Aquatic Management System		2,000
	Level Fitness Licensing		1,200
	Southern California Municipal Athletics Foundation (SCMAF)		400
	Southern Callifornia Public Pool Operators Association (SCPPOA)		600
	California Parks & Rec Society (CPRS)		250
	CivicPlus database system - User license		2,500
		Total:	8,075
42200	**Operating Supplies**	19,500	
	Liquid Chlorine, Acid supply, Johnny's Pool Supply		20,000
	Office Depot		600
	First Aid		500
	Amazon		600
		Total:	21,700
42230	**Uniforms Expense & Safety Equipment**	8,400	
	Pool Lifeguard Standard Attire, Goggles, Masks		600
	Guard equipment & swimsuits		5,000
	Swim Team Equipment & Uniforms		3,500
		Total:	9,100

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Aquatics Division*

Account: 01-41-410

Acct No	FY 2024-2025 Departmental Budget	FY 2023-24 Revised Budget	FY 2024-25 Budget
42250	**Building Repairs & Maintenance**	37,010	
	RF McDonald Services to the boilers twice a yr. per AQMD		1,860
	AQMD permit for boiler		1,220
	Routine Maintenance & Repair		8,550
	Monthly Pool Maintenance		15,380
	Extraordinary Expenses		10,000
	Pool vacuum for maintenance		7,300
		Total:	44,310
42300	**Special Events & Contractual Services**	14,800	
	Dive in Movies		5,000
	Splash n Play Day		4,300
	Community Luau		6,500
	Dive in Movies projector, screen & speaker system		10,000
		Total:	25,800
42327	**Certificate of Insurance-SpEvt**	1,000	
	Special Event Insurance		1,000
		Total:	1,000
42335	**Contracted Instructors & Officials**	10,000	
	Aqua Fitness Class (Summer)		2,600
	Aqua Fitness Class (Spring)		5,200
	Aqua Fitness Class (Late Summer)		1,300
	Aqua Fitness Class (Fall)		1,300
		Total:	10,400
	Total Operating Expenditures:	**100,260**	**124,685**



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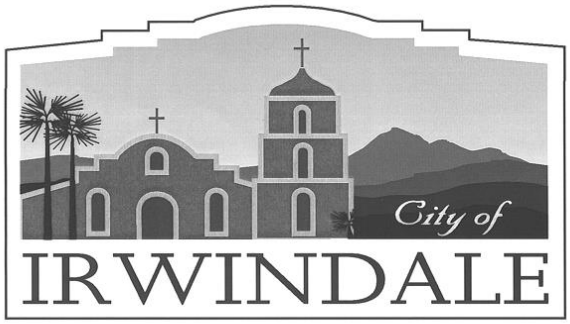
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: All Divisions*
01-57

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	758,829	784,998	788,130	845,600
Overtime	10,569	6,897	12,550	12,550
Fringe Benefits	416,612	449,276	472,690	544,830
Total Salaries & Benefits:	**1,186,010**	**1,241,170**	**1,273,370**	**1,402,980**
Operating Expenditures	**1,115,031**	**1,078,471**	**1,160,855**	**1,130,481**
Capital Outlay	**80,258**	**9,531**	**21,240**	**117,263**
Transfer Out	**376,432**	**2,828**	**-**	**-**
Total:	**2,757,731**	**2,332,000**	**2,455,465**	**2,650,724**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Contracts*

Account: 01-57-570

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42217	Electricity - Street Lights	276,325	235,328	277,000	277,000
42217-4216	Elecricity - Street Lights (Morada St)	77	68	1,000	1,000
42250	Building Repairs & Maintenance	39,793	33,585	42,210	50,472
42300	Contractual Services	239,103	213,204	245,500	257,029
590-42300-1270	Contract Services-Winter Storms Emergency	-	3,664	-	-
42336	Used Oil Recycling Grant Program	8,842	5,034	5,000	5,000
42337	Beverage Container Recycling Grant Prog	6,277	4,991	5,000	5,000
42338	Food Recovery Program Grant	-	7,999	-	-
42353	Animal Control	56,587	54,649	63,000	77,600
42354	Pest Control	6,030	10,589	12,000	12,000
42360	Street Repair-Minor	20,306	-	98,000	84,000
42371	Traffic Signal Mtnce-Routine	29,071	28,002	-	-
42372	Traffic Signal Mtnce-Extraordinary	109,289	101,942	-	-
	Total Operating Expenditures:	**791,700**	**699,056**	**748,710**	**769,101**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
800-49100	Transfer Out-Capital Projects	-	2,828	-	-
	Total Transfer Out	**-**	**2,828**	**-**	**-**
	Total:	**791,700**	**701,884**	**748,710**	**769,101**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Contracts*

Account: 01-57-570

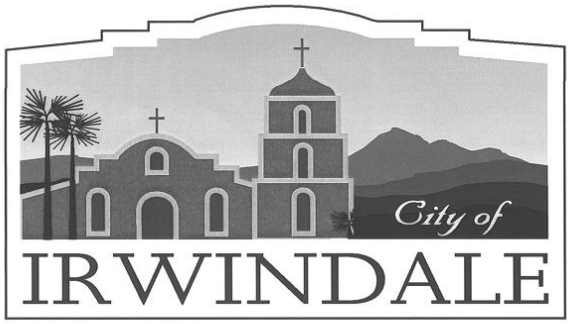
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42217	**Electricity - Street Lights**	277,000	
	Projection based on Actual Expenditure:		277,000
		Total:	277,000
42217-4216	**Electricity - Street Lights (Morada Street)**	1,000	
	Morada Street Lights		1,000
	(to be reimbursed by developer - 01-37100-4216)		
		Total:	1,000
42250	**Building Repairs & Maintenance**	42,210	
	HVAC Routine Maintenance		30,672
	HVAC Extraordinary Maintenance		16,500
	Association Fees for storage facility - 5463 2nd Street		3,300
		Total:	50,472
42300	**Contractual Services**	245,500	
	Emergency Generator - Routine Maintenance		4,500
	Emergency Generator - Extraordinary Maintenance		5,500
	Tree Trimming, Maintenance, & Inspection Services (40% GF & 60% MIF)		78,729
	Janitorial Services (CPI increase)		113,600
	Extraordinary Janitorial Services		5,000
	Median Island Landscape Maintenance		45,200
	Total $53,880 ($45,200 in GF & $67,800 in MIF) Acct# 13-57-530-42300		
	Extraordinary Median Island Landscape Maintenance		4,500
		Total:	257,029
42336	**Used Oil Recycling Grant Program**	5,000	
	Used Oil Recycling Program		5,000
		Total:	5,000
42337	**Beverage Container Recycling Grant Program**	5,000	
	Beverage Container Recycling Program		5,000
		Total:	5,000
42353	**Animal Control**	63,000	
	Department of Animal Care		60,000
	Animal Control outside vendor-as needed for Coyotes		3,000
	Animal Control outside vendor-as needed for Skunks		1,500
	SGVOG Regional Coyote Mgt		10,600
	Control of the over population of squirrels		2,500
		Total:	77,600

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Contracts*

Account: 01-57-570

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42354	**Pest Control**	12,000	
	Orkin - Routine Pest Control for City Facilities		6,400
	Orkin - Extraordinary Pest Control for City Facilities		1,400
	Orkin - mosquito control		4,200
		Total:	12,000
42360	**Street Repair-Minor**	98,000	
	O & M Bridge Maintenance (16 x 2,000/ea)		32,000
	Extraordinary Bridge Repair		6,000
	Extraordinary Street Emergency Repairs		46,000
		Total:	84,000
	Total Operating Expenditures:	**748,710**	**769,101**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: General Maintenance*

Account: 01-57-572

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	192,174	231,405	222,090	211,400
41200	Overtime	1,070	2,341	2,050	2,050
	Fringe Benefits	118,029	132,337	133,650	127,910
	Total Salaries & Benefits:	**311,273**	**366,084**	**357,790**	**341,360**
42200	Operating Supplies	3,492	3,313	4,270	4,600
42230	Uniform Expense & Safety Equipment	1,137	761	1,200	1,200
42240	Program Supplies	10,460	9,652	12,000	14,000
42250	Building Repairs & Maintenance	84,270	107,683	99,005	-
42251	Small Tools & Minor Equipment	3,556	4,162	3,800	3,800
42252	General Maintenance Supplies	2,792	1,518	2,000	2,000
	Total Operating Expenditures:	**105,706**	**127,090**	**122,275**	**25,600**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**416,979**	**493,174**	**480,065**	**366,960**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: General Maintenance*

Account: 01-57-572

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	4,270	
	Barneys Locksmith Service		800
	Dude Solutions-Computer Systems (75% GF, 25% MIF)		3,800
		Total:	4,600
42230	**Uniform Expense & Safety Equipment**	1,200	
	Cintas 10%		1,200
		Total:	1,200
42240	**Program/Building Supplies**	12,000	
	Custodial Supplies - Sr Ctr, Community Ctr/ Chamber/Annex/Misc		12,000
	Maintex, Home Depot, etc.		
	Graffiti Removal Supplies		1,000
	Carpet Cleaning		1,000
		Total:	14,000
42250	**Building Repairs & Maintenance**	99,005	
	Building Maintenance - Routine / Extraordinary		40,000
	Plumbing Repairs/Parts (JC, Azusa, Home Depot, etc.)		10,000
	Electrical Repairs/Parts (Gammill, Walters, Home Depot, etc.)		10,000
	Interior Landscaping (Fill Good Landscaping)		4,800
	Annual Clarifier Cleaning (Comm Ctr, Senior Ctr & Aquatics Ctr)		12,005
	Semi-Annual Fire Suppression/Fire Extinguisher Testing/Refill		4,000
	Performance Elevator Maintenance Routine (Engineering)		2,160
	Performance Elevator Maintenance Routine (Recreation)		2,160
	Elevator Maintenance - Extraordinary		6,580
	Hazmat/Heath Certification/Permits		7,300
		Total:	99,005
42251	**Small Tools & Minor Equipment**	3,800	
	Equipment Repair		2,300
	Grainger, Home Depot, Walters Electric, Azusa Plumbing Supply, etc.		1,500
		Total:	3,800
42252		2,000	
	General Maintenance Supplies		1,000
	Misc. Maintenance		1,000
		Total:	2,000
	Total Operating Expenditures:	**122,275**	**124,605**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Park Maintenance*

Account: 01-57-573

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	314,881	282,844	305,630	338,700
41200	Overtime	5,304	761	1,050	1,050
	Fringe Benefits	150,473	158,114	175,970	202,210
	Total Salaries & Benefits:	**470,657**	**441,719**	**482,650**	**541,960**
42222	Heavy Equip Maintenance & Repairs	1,412	4,332	4,800	5,000
42230	Uniform Expense & Safety Equipment	3,665	4,188	4,000	4,300
42251	Small Tools & Minor Equipment	5,168	3,550	4,000	4,000
42252	General Maintenance Supplies	7,014	10,310	8,000	8,000
42260	Trees & Landscaping	423	1,666	2,000	2,000
42261	Ground Maintenance Supplies	487	804	1,000	1,000
42262	Sprinklers & Irrigation Supplies	2,616	5,202	6,000	6,000
42272	Street Safety Supplies	809	1,129	2,000	2,000
42357	Playground Equipment Maintenance	6,448	5,537	7,000	27,000
	Total Operating Expenditures:	**28,043**	**36,718**	**38,800**	**59,300**
44400	Vehicles	80,258	7,832	-	-
44500	Large Tools & Equipment	-	-	12,000	-
	Total Capital Outlay:	**80,258**	**7,832**	**12,000**	**-**
	Total:	**578,958**	**486,269**	**533,450**	**601,260**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Park Maintenance*

Account: 01-57-573

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42222	**Heavy Equip Maintenance & Repairs**	4,800	
	Lawn Mowers, Hedge Trimmers, (X-mart/Garvey) etc.		5,000
		Total:	5,000
42230	**Uniform Expense & Safety Equipment**	4,000	
	Cintas 55%		4,300
		Total:	4,300
42251	**Small Tools & Minor Equipment**	4,000	
	Hedge Trimmer, Lawn Mower, Small Tools, etc.		4,000
		Total:	4,000
42252	**General Maintenance Supplies**	8,000	
	Home Depot, Misc.		5,000
	Park & City Parking Lot Lighting, Parking Blocks, etc.		3,000
		Total:	8,000
42260	**Trees & Landscaping**	2,000	
	Shrub & Flower replacement/Maintenance		2,000
		Total:	2,000
42261	**Ground Maintenance Supplies**	1,000	
	Fertilizer, Grass Seed, Weed Abatement		1,000
		Total:	1,000
42262	**Sprinklers & Irrigation Supplies**	6,000	
	Irrigation, Valves, Sprinklers, Pipes, etc.		6,000
		Total:	6,000
42272	**Street Safety Supplies**	2,000	
	Gloves, Goggles, Ear Plugs, Ear Muffs, Vests, etc.		2,000
	(Per Hearing Conservation Program)		
		Total:	2,000
42357	**Playground Equipment Maintenance**	7,000	
	Rollcoat for Playgrounds		7,000
	Poured in place replacement around the playground areas in City Parks		20,000
		Total:	27,000
	Total Operating Expenditures:	**38,800**	**59,300**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Street Maintenance*

Account: 01-57-574

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	31,847	30,766	58,170	72,040
41200	Overtime	85	-	3,100	3,100
	Fringe Benefits	22,928	23,634	43,930	58,900
	Total Salaries & Benefits:	**54,860**	**54,400**	**105,200**	**134,040**
42200	Operating Supplies	1,448	1,836	4,500	6,160
42214	Water - Mobile Meter	1,411	1,762	2,250	2,250
42220	Fuel	186	103	350	350
42221	Vehicle Maintenance & Repairs	-	135	-	-
42252	General Maintenance Supplies	799	627	2,000	2,000
42261	Grounds Maintenance Supplies	480	1,443	2,000	4,000
42262	Sprinklers & Irrigation Supplies	3,194	1,444	3,500	3,500
42270	Street Marking Supplies	4,025	1,587	5,500	5,500
42271	Street Signage Supplies	8,680	11,898	12,300	12,300
42300	Contractual Services	5,063	1,902	6,000	6,000
	Total Operating Expenditures:	**25,287**	**22,736**	**38,400**	**42,060**
44500	Large Tools & Equipment	-	-	9,240	-
	Total Capital Outlay:	**-**	**-**	**9,240**	**-**
	Total:	**80,147**	**77,136**	**152,840**	**176,100**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Street Maintenance*

Account: 01-57-574

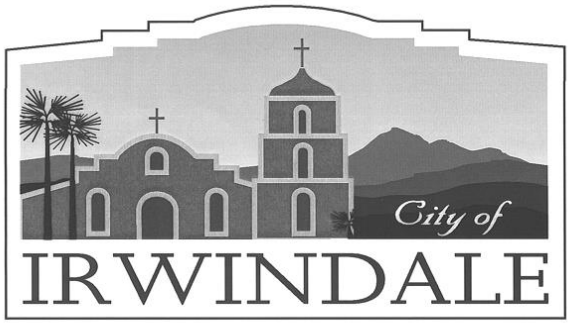
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	4,500	
	Backflow Device Repairs		1,000
	Additional funding for increased costs for backflow device repairs & testing		1,660
	Backflow Testing & Certification		2,000
	Street Tree Replacement		1,000
	Graffiti Removal		500
		Total:	6,160
42214	**Water - Mobile Meter**	2,250	
	Valley County Water (Mobile Meter)		2,250
	(75% in General Fund / 25% in Mining Impact Fund)		
		Total:	2,250
42220	**Fuel**	350	
	Propane		350
		Total:	350
42261	**Grounds Maintenance Supplies**	2,000	
	Weed abatement program		2,000
	Additional funding for weed abatement		2,000
		Total:	4,000
42262	**Sprinklers & Irrigation Supplies**	3,500	
	Landscaping & Irrigation supplies		2,500
	Median Island Repair Supplies		1,000
		Total:	3,500
42270	**Street Marking Supplies**	5,500	
	Paint		2,500
	Stencils		1,500
	Stencil Guard		1,500
		Total:	5,500
42271	**Street Signage Supplies**	12,300	
	Signs, posts, and vehicles		5,600
	Delineators		2,300
	Street Signage Supplies - Purchase additional street signs		4,400
		Total:	12,300

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Street Maintenance*

Account: 01-57-574

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	6,000	
	Illegal Dumping		3,000
	Equipment Rental		3,000
		Total:	6,000
	Total Operating Expenditures:	**38,400**	**42,060**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Operations*

Account: 01-57-575

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	95,090	95,125	67,860	89,080
41200	Overtime	11	32	6,350	6,350
	Fringe Benefits	53,831	55,529	41,960	61,810
	Total Salaries & Benefits:	**148,932**	**150,685**	**116,170**	**157,240**
42110	Training	1,988	3,767	4,650	5,100
42130	Memberships & Subscriptions	75	613	870	870
42131	Public Notices	830	300	2,000	2,000
42200	Operating Supplies	3,472	6,152	5,000	5,000
42200-1151	Operating Supplies - ICF	-	6,194	-	-
42210	Office Equipment Mtnce & Supplies	214	496	500	500
42230	Uniform Expense & Safety Equipment	4,741	6,327	5,300	7,500
42241	Special Events	1,928	2,041	2,000	2,000
42241-1151	Special Events - ICF	-	2,500	-	-
42251	Small Tools & Minor Equipment	1,216	1,858	2,500	2,500
42252	General Maintenance Supplies	986	979	2,500	2,500
42260	Landscaping Supplies	1,179	4,092	5,500	5,500
42272	Street Safety Supplies	3,090	2,444	2,500	5,000
42273	Sidewalk Repair/Replcmt Materials	6,611	2,579	8,500	8,000
42344	Public Works Inspections	1,383	-	-	-
42360	Street Repairs - Minor	3,238	3,667	12,000	10,000
42370	Traffic Signing & Striping	2,534	312	6,500	6,500
42382	Sanitation Sewer Maintenance	50,623	63,263	60,000	60,000
	Total Operating Expenditures:	**84,108**	**107,587**	**120,320**	**122,970**
44400	Vehicles	-	1,698	-	-
	Total Capital Outlay:	**-**	**1,698**	**-**	**-**
	Total:	**233,041**	**259,971**	**236,490**	**280,210**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Operations*

Account: 01-57-575

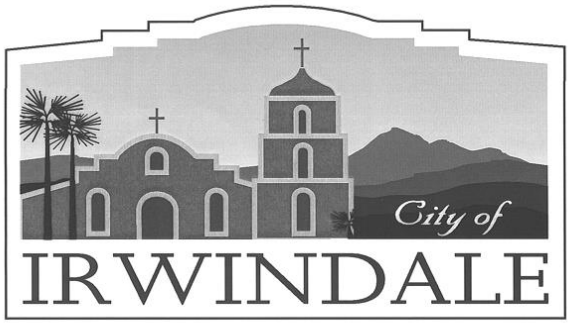
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	4,650	
	Pesticide Worker Safety Training/Certification		400
	General/Building Operator Certification/Street Maintenance Training		2,500
	CPRS Conference (2) - Southern California		2,200
		Total:	5,100
42130	**Membership & Subscriptions**	870	
	CPRS Membership		550
	Reference Books (WATCH Manuel, Green Book, etc.)		320
		Total:	870
42131	**Public Notices**	2,000	
	Formal RFPs/Bids		2,000
		Total:	2,000
42200	**Operating Supplies**	5,000	
	Office Depot		2,500
	Western First Aid & Eye Wash Supplies		2,500
		Total:	5,000
42210	**Office Equipment Mtnce & Supplies**	500	
	Purchase/Replace Office Equipment		500
		Total:	500
42230	**Uniform Expense & Safety Equipment**	5,300	
	Cintas 35%		2,700
	Safety shoes/boots (2/year)		4,800
		Total:	7,500
42241	**Special Events**	2,000	
	Holiday and Special Event decorations		2,000
		Total:	2,000
42251	**Small Tools & Minor Equipment**	2,500	
	Electric Hand Drills/Tools		1,500
	Power Tools		1,000
		Total:	2,500
42252	**General Maintenance Supplies**	2,500	
	Truck Mounted Safety Lights/Arrow Board		500
	Special Truck Parts		2,000
		Total:	2,500

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Public Services Operations*

Account: 01-57-575

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42260	**Landscaping Supplies**	5,500	
	General Landscaping Supplies		5,500
		Total:	5,500
42272	**Street Safety Supplies**	2,500	
	Traffic Control Supplies		2,000
	Safety Supplies		500
	Absorbant/Emergency Supplies		2,500
		Total:	5,000
42273	**Sidewalk Repair/Replcmt Materials**	8,500	
	Minor Sidewalk Repair		8,000
		Total:	8,000
42360	**Street Repairs - Minor**	12,000	
	Materials - Asphalt, concrete, base, framing		7,850
	Extraordinary Street Repair Supplies/Equipment for Grinding, etc.		
	Street repair supplies		2,150
		Total:	10,000
42370	**Traffic Signing & Striping**	6,500	
	Supplies & Equipment for Restriping		6,500
		Total:	6,500
42382	**Sanitation Sewer Maintenance**	60,000	
	Los Angeles County Maintenance Agreement		40,000
	As-needed Sewer Repair by Contractors		20,000
		Total:	60,000
	Total Operating Expenditures:	**120,320**	**122,970**



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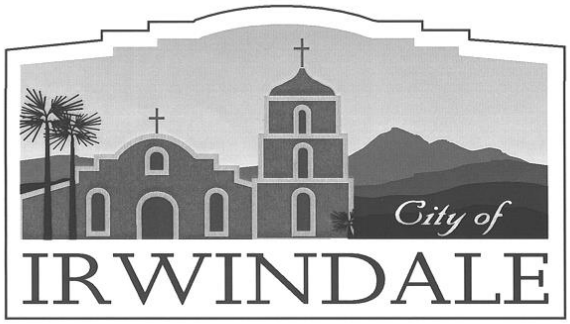
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Bus Shelter Maintenance (Prop A)*

Account: 01-57-576

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget
	Salaries & Wages	17,806	18,741	-	-
	Overtime	61	-	-	-
	Fringe Benefits	11,971	12,462	-	-
	Total Salaries & Benefits:	**29,837**	**31,203**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**29,837**	**31,203**	**-**	**-**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Fleet Maintenance*

Account: 01-57-577

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	107,032	126,116.94	134,380	134,380
41200	Overtime	4,037	3,763	-	-
	Fringe Benefits	59,380	67,199	77,180	94,000
	Total Salaries & Benefits:	**170,449**	**197,079**	**211,560**	**228,380**
42200	Operating Supplies	-	723	500	5,400
42200-1151	Operating Supplies - ICF	-	350	1,200	-
42220	Fuel	24,462	34,953	35,000	50,400
42221	Vehicle Maintenance & Repairs	47,092	45,895	46,850	46,850
42222	Heavy Equip Maintenance & Repairs	5,815	3,000	3,000	3,000
42230	Uniform Expense & Safety Equipment	549	361	800	800
42300	Contractual Services	2,270	-	5,000	5,000
	Total Operating Expenditures:	**80,188**	**85,283**	**92,350**	**111,450**
44400	Vehicles	-	-	-	117,263
	Total Capital Outlay:	**-**	**-**	**-**	**117,263**
49100	Transfer Out-Capital Projects	376,432	-	-	-
	Total Transfer Out	376,432	**-**	-	-
	Total:	**627,069**	**282,362**	**303,910**	**457,093**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Fleet Maintenance*

Account: 01-57-577

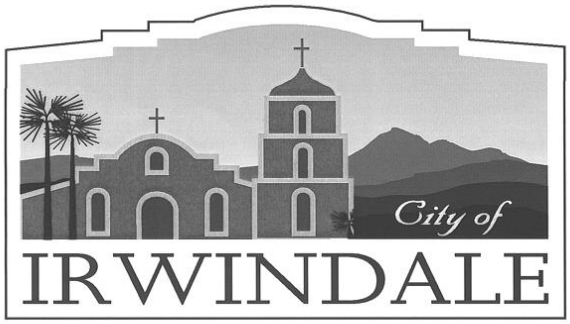
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	600	
	Supplies		700
	Annual fee for bus pass system, bus radios, add'al RFID Cards, cords & holders		3,500
	Daily parking fees for field trips		1,200
		Total:	5,400
42220	**Fuel**	35,000	
	Fuel (2 Blue Bird & 1-24 passenger buses)		24,480
	Fuel (all other Vehicles)		25,920
		Total:	50,400
42221	**Vehicle Maintenance & Repairs**	46,850	
	Routine & Extraordinary Bus Maintenance		12,600
	Bills Truck Repair - Preventive Bus Maintenance		5,000
	Routine & Extraordinary Vehicle Maintenance/90-day Inspections		24,750
	Sierra Chevrolet, Carquest, Monrovia Dodge, Irwindale Car Wash,		
	Irwindale Tire Shop, Interstate Batteries, etc.		
	Forklift Maintenance		1,000
	Smog Tests		2,000
	United Rentals (Sanitation Maintenance for Sr Ctr & Rec Buses)		1,500
		Total:	46,850
42222	**Heavy Equip Maintenance & Repairs**	3,000	
	CMS Boards, Water Dog Trailer, Trailers, etc.		3,000
		Total:	3,000
42230	**Uniform Expense & Safety Equipment**	800	
	Safety shoes/boots (2/year)		800
		Total:	800
42300	**Contractual Services**	5,000	
	Bus Rental Contingency		2,500
	Bus Company for emergency situations		2,500
		Total:	5,000
	Total Operating Expenditures:	**91,250**	**111,450**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Fleet Maintenance*

Account: 01-57-577

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
44400	**Vehicles**	-	
	Ford F-150 Lightening (Electric Vehicle) (40% GF & 60% MIF)		34,543
	Ford F-550 Lift Truck (40% GF & 60% MIF)		82,720
		Total:	117,263
	Total Capital Outlay:	**-**	**117,263**



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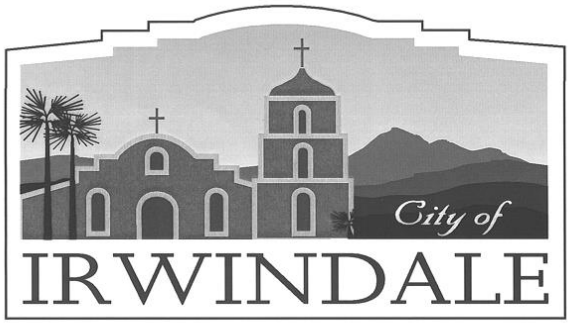
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: All Recreation Division*
01-40

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	575,245	667,476	751,390	851,020
Overtime	369	564	-	-
Fringe Benefits	259,807	275,155	347,920	387,740
Total Salaries & Benefits:	**835,421**	**943,196**	**1,099,310**	**1,238,760**
Operating Expenditures	**213,591**	**270,889**	**326,450**	**381,400**
Capital Outlay	**63,764**	**8,128**	**-**	**-**
Total:	**1,112,776**	**1,222,212**	**1,425,760**	**1,620,160**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Administration*

Account: 01-40-400

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	575,245	667,476	751,390	851,020
	Overtime	369	564	-	-
	Fringe Benefits	259,807	275,155	347,920	387,740
	Total Salaries & Benefits:	**835,421**	**943,196**	**1,099,310**	**1,238,760**
42110	Training	5,273	6,906	10,760	10,760
42130	Memberships & Subscriptions	2,319	2,268	3,970	4,670
42200	Operating Supplies	4,932	3,986	6,000	6,500
42210	Office Equipment Mtnce & Supplies	9,841	13,120	20,830	21,080
42220	Fuel	2,316	1,016	3,000	3,000
42221	Vehicle Maintenance & Repairs	910	650	4,600	4,600
42230	Uniforms Expense & Safety Equipment	3,858	3,975	2,500	3,500
42250	Building Repairs & Maintenance	38,734	21,438	47,500	47,500
	Total Operating Expenditures:	**68,183**	**53,359**	**99,160**	**101,610**
44100-1151	Office Equip, Furniture & Fixtures-ICF	8,416	-	-	-
44300	Computer Systems	4,838	-	-	-
44400	Vehicles	50,510	8,128	-	-
	Total Capital Outlay:	**63,764**	**8,128**	**-**	**-**
	Total:	**967,368**	**1,004,683**	**1,198,470**	**1,340,370**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Administration*

Account: 01-40-400

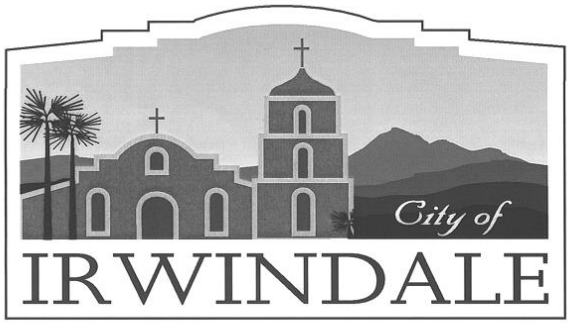
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	10,760	
	Staff certifications and training (Cypherworks)		4,000
	CPRS, NRPA & other County trainings		3,500
	Fitness Trainer Courses for (5) employees		3,260
		Total:	10,760
42130	**Memberships & Subscriptions**	3,970	
	CPRS Annual Membership		1,320
	SCMAF Memberships		1,150
	Health Permit Recreation Kitchen (Recreation)		1,500
	CPRS (4 x $165) Memberships - $40 Additional for Rec Therapy Section		700
		Total:	4,670
42200	**Operating Supplies**	6,000	
	General office supplies		5,500
	Western First Aid & Safety		1,000
		Total:	6,500
42210	**Office Equipment Mtnce & Supplies**	20,830	
	Barney's Lock		500
	Ricoh Copy Fees (RICOH01)		3,450
	Ricoh Copier Leases (RICOH02)		3,750
	Rec Pro annual maintenance (Recreation Only)		1,480
	Equipment Maintenance - Chandler		5,000
	CivicRec Annual Maintenance (to replace RecPro)		4,800
	ePACT Software annual maintenance		2,100
		Total:	21,080
42220	**Fuel**	3,000	
	Chevrolet Suburban		3,000
		Total:	3,000
42221	**Vehicle Maintenance & Repairs**	4,600	
	Chevrolet Suburban		4,000
	Car Wash		600
		Total:	4,600
42230	**Uniforms Expense & Safety Equipment**	2,500	
	Staff Shirts		3,500
		Total:	3,500

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Administration*

Account: 01-40-400

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42250	**Building Repairs & Maintenance**	47,500	
	Facility Maintenance		47,500
	(Arcade machines, weight/cardio room equipment repairs)		
		Total:	47,500
	Total Operating Expenditures:	**99,160**	**101,610**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Special Events*

Account: 01-40-401

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42130	Memberships & Subscriptions	735	3,312	6,500	6,500
42200	Operating Supplies	407	2,672	3,050	4,000
42200-1151	Operating Supplies - ICF	-	8,535	-	-
42241	Special Events-Other	16,871	40,162	42,500	68,000
42241-1151	Special Events-ICF	10,795	22,181	-	-
42241-1610	Special Events-Fourth of July	30,182	34,579	40,250	46,250
42241-1620	Special Events-MariachiFest	8,824	5,794	8,300	13,800
42241-1630	Special Events-Halloween	1,631	2,276	3,000	3,500
42241-1650	Special Events-Christmas	2,028	2,474	3,500	4,000
42241-1660	Special Events-Easter	1,631	1,734	2,500	3,000
42327	Certificate of Insurance-Special Events	7,700	7,068	11,000	11,000
	Total Operating Expenditures:	**80,803**	**130,788**	**120,600**	**160,050**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**80,803**	**130,788**	**120,600**	**160,050**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Special Events*

Account: 01-40-401

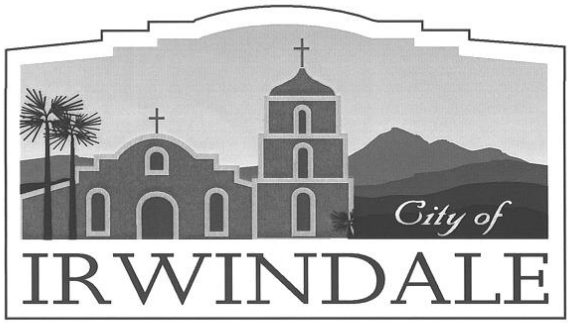
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberships & Subscriptions**	6,500	
	Annual Music License (ASCAP and BMI)		1,500
	SESAC Licensing (every 2 years)		5,000
		Total:	6,500
42200	**Operating Supplies**	3,050	
	General event supplies		2,000
	Special event supplies		2,000
		Total:	4,000
42241	**Special Events-Summer**	42,500	
	Music in the park		11,500
	Music in the park (Community Benefit Contribution from United Rock)		3,000
	Banner		500
	Sound System		7,500
	Movies in the Park		3,500
	Camp Out		1,000
	Mini Events (Happy Bday Irwindale, etc)		2,000
	Portable Stage Rental		15,000
	Additional cost for bands, & sounds rental for 7 weeks		10,000
	Scarecrow Alley, Locks of Love, Dia de Los Muertos Altar,		8,000
	Jack O Lantern Walk, Cookies and Milk with Santa and more		
	Band, sound system, and decorations		6,000
		Total:	68,000
42241-1610	**Special Events-Fourth of July**	40,250	
	Red, White and You		3,100
	No Firework signs (20)		800
	Fireworks (Donation from Athens per CC Mtg 12/12/12 item 2E)		35,350
	LA County Dept. of Public Health Special Event Permit		2,000
	Inflatables for Red, White and You Event		5,000
		Total:	46,250

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Special Events*

Account: 01-40-401

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42241-1620	**Special Events-MariachiFest**	8,300	
	Supplies (loteria prizes, contest prizes, decorations, jumper)		800
	Mariachi (4 weeks)		8,000
	Cost for bands and sound for Mariachifest		5,000
		Total:	13,800
42241-1630	**Special Events-Halloween**	3,000	
	Candy, carnival booths, decorations, moon bounce, prizes		3,500
		Total:	3,500
		-	
42241-1650	**Special Events-Christmas**	3,500	
	Jumpers, train rental, prizes, decorations, stockings		4,000
	Snow Zone for Christmas Spectacular		
		Total:	4,000
42241-1660	**Special Events-Easter**	2,500	
	Entertainment, candy & prizes		3,000
		Total:	3,000
42327	**Certificate of Insurance-Special Events**	11,000	
	Special Event Insurance		11,000
		Total:	11,000
	Total Operating Expenditures:	**120,600**	**160,050**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Programs & Activities*

Account: 01-40-406

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42200	Operating Supplies	6,228	5,875	21,150	23,000
42200-1151	Operating Supplies-ICF	2,000	7,980	-	-
42230	Uniforms Expense & Safety Equipment	2,541	2,566	6,300	7,000
42240	Program Supplies	8,084	7,142	5,840	9,840
42240-1151	Program Supplies - ICF	6,601	7,751	-	-
42240-1510	Program Supplies - Awards	3,839	3,288	5,500	6,000
42240-1520	Program Supplies - Sports Equipment	2,997	705	10,500	10,500
42242-1151	Field Trips-ICF	565	-	-	-
42242-1567	Field Trips - Tiny Tots	532	1,507	2,000	2,000
42242-1568	Field Trips - Teens	3,734	5,409	7,000	7,000
42242-1569	Field Trips - Day Camps	12,411	13,953	17,000	17,000
42242-1570	Field Trips - Adult/Family Trips	3,443	7,648	10,000	16,000
42335	Contracted Instructors & Officials	11,630	13,522	21,400	21,400
42335-1151	Contracted Instructors & Officials-ICF	-	9,395	-	-
	Total Operating Expenditures:	**64,605**	**86,741**	**106,690**	**119,740**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**64,605**	**86,741**	**106,690**	**119,740**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Programs & Activities*

Account: 01-40-406

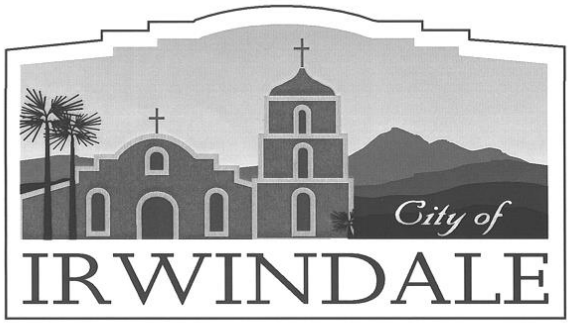
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	21,150	
	Class supplies (staff run classes)		8,000
	Tiny/Teeny Tots		3,500
	Teen Club		1,000
	General operating supplies, helium tanks		2,500
	Rock-Abilities		3,500
	Healthy Irwindale Campaign		1,000
	Virtual Programming		3,500
		Total:	23,000
42230	**Uniforms Expense & Safety Equipment**	6,300	
	League Uniforms, Shirts/Jerseys		3,500
	Teen Club Shirts		800
	Day Camp T-Shirts (40 count)		1,500
	Summer & School year (Tiny Tots)		600
	Teeny Tots T-Shirts		600
		Total:	7,000
42240	**Program Supplies - Kidzone**	5,840	
	Kidzone supplies, Summer Class Supplies		4,500
	Drinking Water for Kids Zone Program		940
	Dry Cleaning for Cot Sheets (Kidzone)		400
	Additional supplies needed for the increase in participants		4,000
		Total:	9,840
42240-1510	**Program Supplies - Awards**	5,500	
	Awards for Youth Sports		3,000
	Cheer Entries, Banquets, Supplies, Decorations, Music		3,000
		Total:	6,000
42240-1520	**Program Supplies - Sports Equipment**	10,500	
	Equipment, Mats, balls etc		3,000
	Basketball and Soccer League supplies, officiating, etc		7,500
		Total:	10,500

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Recreation Programs & Activities*

Account: 01-40-406

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42242-1567	**Field Trips - Tots**	2,000	
	Tot Programs from September to May (3 to 4 trips)		2,000
		Total:	2,000
42242-1568	**Field Trips - Teens**	7,000	
	Trips		7,000
	(Summer, Thanksgiving, Christmas, & Spring Break)		
		Total:	7,000
42242-1569	**Field Trips - Day Camps**	17,000	
	12 trips total		17,000
	(6 summer, 2 - winter break, 2 - spring break, 2 - fall break)		
		Total:	17,000
42242-1570	**Field Trips - Adult/Family Trips**	10,000	
	Adult and family excursions		10,000
	Increase participation numbers for Family Trips		6,000
	($500 x 12 monthly trips = $6,000)		
		Total:	16,000
42335	**Contracted Instructors & Officials**	21,400	
	Fitness Classes, Art Classes, Dance Classes,		21,400
		Total:	21,400
	Total Operating Expenditures:	**106,690**	**119,740**



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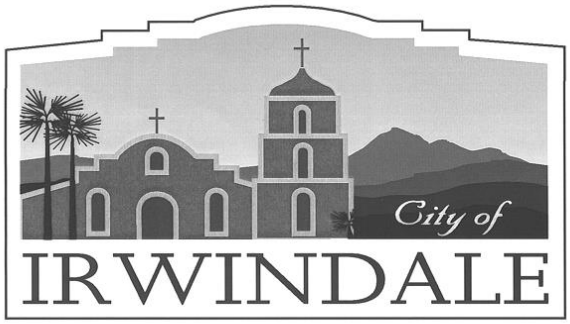
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: All Senior Center Divisions*

01-42

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	411,910	411,880	471,570	529,300
Overtime	5,378	14,078	-	-
Fringe Benefits	237,978	273,811	294,890	338,540
Total Salaries & Benefits:	**655,267**	**699,769**	**766,460**	**867,840**
Operating Expenditures	**100,595**	**179,181**	**209,612**	**223,971**
Capital Outlay	**20,392**	**-**	**86,000**	**-**
Total:	**776,254**	**878,950**	**1,062,072**	**1,091,811**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Administration*

Account: 01-42-420

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	356,552	351,218	407,070	461,900
	Overtime	3,846	10,514	-	-
	Fringe Benefits	217,852	252,835	270,860	315,350
	Total Salaries & Benefits:	**578,250**	**614,567**	**677,930**	**777,250**
42110	Training	4,179	3,374	3,530	4,530
42130	Memberships & Subscriptions	255	690	1,440	1,484
42200	Operating Supplies	4,972	4,976	8,802	8,842
42200-1151	Operating Supplies - ICF	-	10,785	-	-
42210	Office Equipment Mtnce & Supplies	7,187	9,019	8,230	11,980
42230	Uniforms Expense & Safety Equipment	483	-	300	500
42250	Building Repairs & Maintenance	2,324	2,326	3,470	3,470
42300	Contractual Services	-	32	-	-
	Total Operating Expenditures:	**19,401**	**31,201**	**25,772**	**30,806**
44100-1151	Office Equip, Furniture & Fixtures-ICF	5,007	-	-	-
44300	Computer Systems	11,400	-	-	-
	Total Capital Outlay:	**16,407**	**-**	**-**	**-**
	Total:	**614,058**	**645,769**	**703,702**	**808,056**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Administration*

Account: 01-42-420

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	3,530	
	CPRS Workshops		3,530
	Additional funds for CPRS training in Sacramento		1,000
		Total:	4,530
42130	**Memberships & Subscriptions**	1,440	
	Annual Los Angeles Times Newspaper subscription		500
	CPRS membership (3)		690
	National Council of Aging		150
	Netflix Subscription		144
		Total:	1,484
42200	**Operating Supplies**	8,802	
	Office depot		4,500
	Zee medical ($200 x 12 months)		2,400
	Sparkletts ($100 x 12 months)		1,200
	Pro Printing (employee business cards, letterhead, thank you cards)		350
	Canva Images		200
	Volunteer Finger Printing ($32 x 6 Volunteers)		192
		Total:	8,842
42210	**Office Equipment Mtnce & Supplies**	8,230	
	Ricoh Copy Fees (RICOH01)		3,720
	Ricoh Copier Leases (RICOH02)		3,750
	Additional maintenance & supply		930
	Rec Pro Software Annual Maintenance		1,480
	Annual Maintenance fee Senior Center Software		2,100
		Total:	11,980
42230	**Uniforms Expense & Safety Equipment**	300	
	PPT/PT Staff Uniforms		500
		Total:	500
42250	**Building Repairs & Maintenance**	3,470	
	Kitchen hood inspections (SCC/Comm. Ctr)		970
	Chandler's/Service 1st (ice maker service)		1,000
	Doorkeepers (Automatic door repairs)		1,500
		Total:	3,470
	Total Operating Expenditures:	**25,772**	**30,806**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Programs & Activities*

Account: 01-42-421

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	25,619	28,913	31,900	33,820
	Fringe Benefits	473	529	460	490
	Total Salaries & Benefits:	**26,092**	**29,442**	**32,360**	**34,310**
42130	Memberships & Subscriptions	1,092	1,509	1,105	1,105
42200	Operating Supplies	9,300	10,900	13,000	13,000
42200-1151	Operating Supplies-ICF	-	3,530	-	-
42240-4040	Program Supplies - Donations	-	307	-	-
42241	Special Events-Other	11,831	15,973	19,600	22,300
42241-1151	Special Events-ICF	4,553	4,371	-	-
42241-1540	Special Events-Dances	900	700	1,350	1,800
42241-1580	Special Events-Prom	4,179	5,099	5,000	5,400
42241-1640	Special Events-Thanksgiving	4,111	5,398	5,500	6,000
42241-1650	Special Events-Christmas Party	5,669	6,024	6,500	7,300
42242	Field Trips	5,580	10,296	9,350	9,350
42243-1151	Special Program-ICF	1,204	-	-	-
42300	Contractual Services	16,302	42,682	79,080	79,080
42327	Certificate of Insurance-Special Events	1,709	3,427	7,600	7,600
42335	Contracted Instructor & Official	9,085	13,040	20,925	29,710
42335-1151	Contracted Instructor & Official-ICF	-	9,822	-	-
	Total Operating Expenditures:	**75,517**	**133,076**	**169,010**	**182,645**
44100-1151	Office Equip, Furniture & Fixtures-ICF	3,984	-	-	-
	Total Capital Outlay:	**3,984**	**-**	**-**	**-**
	Total:	**105,594**	**162,518**	**201,370**	**216,955**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Programs & Activities*

Account: 01-42-421

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberships & Subscriptions**	1,105	
	L.A. County Department of Public Works permit fee ($55 x 2)		365
	L.A. County Health Department permits ($370 x 2)		740
		Total:	1,105
42200	**Operating Supplies**	13,000	
	1) Birthday luncheons for 60 people		8,000
	2) Birthday cake for 60 ppl ($50 x 2 cakes x 12 months)		1,200
	3) Photo processing ($25 x 12 months)		300
	4) Kitchen, coffee & punch supplies ($400 x 6 months)		3,000
	5) Eco Lab Dishwasher Supplies		500
		Total:	13,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Programs & Activities*

Account: 01-42-421

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42241	**Sr Special Events-Other**	19,600	
	Supplies for Bunco ($72 x 12 months)		870
	Supplies for Bingo ($100 x 12 months)		1,000
	Supplies for Book club		1,300
	Helium Tank Rental Fees/ Refill		630
	Muffin Mondays ($100 x 12 months)		1,000
	Intergenational Activity		1,100
	Billiard tournament		400
	Tea Time		300
	Easter Hunt		500
	Cinco De Mayo		500
	Mother's Day		1,200
	Father's Day		1,200
	Grandparents Day		400
	Pumpkin Decorating		500
	Trunk-or-Treat		600
	Dia De Los Muertos		500
	Christmas Activity		600
	St. Patrick's Day		1,200
	Summer Dance		1,200
	Halloween Dance		1,300
	Craft Classes		3,000
	Miscellaneous Expenses		3,000
		Total:	22,300

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Programs & Activities*

Account: 01-42-421

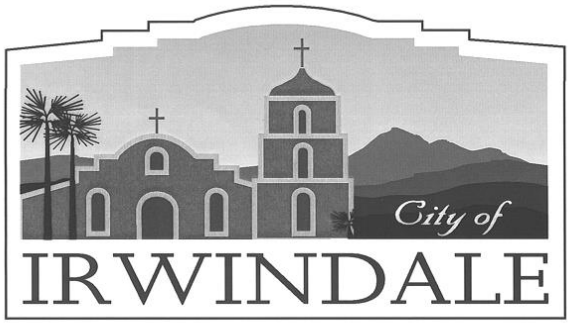
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42241-1540	**Sr Special Events-Dances**	1,350	
	Senior Center dances and activities:		
	DJ services for nine special events ($200 x 9)		1,800
		Total:	1,800
42241-1580	**Sr Special Events-Prom**	5,000	
	Dinner for Senior Citizen Prom		1,700
	Band for Senior Citizen Prom		2,200
	Supplies for Senior Citizen Prom		1,500
		Total:	5,400
42241-1640	**Sr Special Events-Thanksgiving**	5,500	
	Thanksgiving dinner-dance:		
	1) Dinner for 95 people		1,500
	2) Band for 3 hours		2,200
	3) Appetizers, dessert and soda		900
	4) Floral arrangement		400
	5) Table covers, napkins and decorations		1,000
	The department receives donations of dessert & beverages.		
		Total:	6,000
42241-1650	**Sr Special Events-Christmas Party**	6,500	
	Christmas dinner-dance:		
	1) Dinner for 95 people		1,500
	2) Band for 3 hours		2,200
	3) Appetizers, dessert and soda		900
	4) Floral arrangement		400
	5) Table covers, napkins and decorations		900
	6) Mariachi		1,400
	(Offset by Community Benefit Contribution of $3,000 from United Rock)		
	(Donations of gifts/desserts/beverages are also received for this event)		
		Total:	7,300
42242	**Field Trips**	9,350	
	1) 12 monthly field trips; transportation, admission and parking		9,000
	2) 4 senior center club field trips; transportation only		
	3) 4 senior association field trips; transportation only		
	Additional club field trips are coordinated through the department,		
	with members/staff utilizing public transportation and carpooling.		
	Metro Field Trips- Monthly tap cards and meal allowances		350
		Total:	9,350

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Sr. Center Programs & Activities*

Account: 01-42-421

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	79,080	
	Nutrition program		68,570
	Hairstylist services		5,760
	Barber services		4,750
		Total:	79,080
42327	**Certificate of Insurance-Special Events**	7,600	
	Special Event Insurance		1,600
	Special Event Insurance to cover increase cost		6,000
		Total:	7,600
42335	**Contracted Instructor & Official**	20,925	
	Senior Center classes:		
	Line dancing ($65hr x 45 weeks)		2,925
	Computer class ($65hr x 2 hours weekly x 45 weeks)		5,850
	Band Resistance fitness ($65hr x 45 weeks)		2,925
	Beginner Line Dance ($65hr x 1 hours weekly x 45 weeks)		2,925
	Zumba Gold ($70hr x 1 hour weekly x 45 weeks)		3,150
	Chair Zumba ($70hr x 45 weeks)		3,150
	The following is offered at no additional expense to the City:		
	Home gardening, craft painting, ceramics, ballet folklorico, knitting,		
	Legal and flu clinics, health screenings, seminars and workshops		
	Increase in Instructors pay		1,135
	Ceramic Painting Instructor		4,500
	Hawaiian Dance Instructor		3,150
		Total:	29,710
	Total Operating Expenditures:	**169,010**	**182,645**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Senior Transportation*

Account: 01-42-425

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	29,739	31,748	32,600	33,580
	Overtime	1,532	3,564	-	-
	Fringe Benefits	19,653	20,448	23,570	22,700
	Total Salaries & Benefits:	**50,925**	**55,760**	**56,170**	**56,280**
42220	Fuel	2,974	4,084	4,900	5,390
42221	Vehicle Maintenance & Repairs	2,704	10,640	9,930	5,130
42300	Contractual Services	-	180	-	-
	Total Operating Expenditures:	**5,677**	**14,903**	**14,830**	**10,520**
44400-1260	Vehicles - ARPA	-	-	86,000	-
	Total Capital Outlay:	**-**	**-**	**86,000**	**-**
	Total:	**56,602**	**70,664**	**157,000**	**66,800**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Public Services *Division: Senior Transportation*

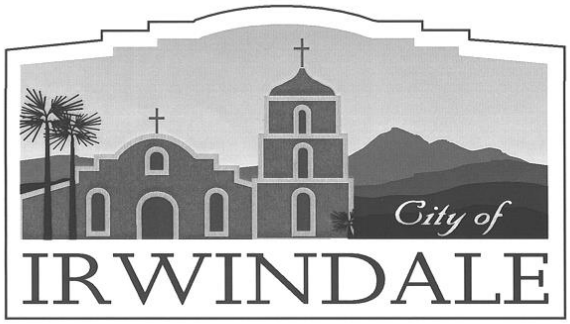
Account: 01-42-425

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42220	**Fuel**	4,900	
	Transportation to/from non-emergency medical doctor appointments,		5,390
	pharmacy, grocery store, Senior Center and City Hall		
		Total:	5,390
42221	**Vehicle Maintenance & Repairs**	9,930	
	Department vehicles: 2014 Honda Odyssey Van,		5,130
	2004 Ford van w/wheelchair lift, 2017 Ford 24 passenger bus		
	1) NAPA (service of two vans)		
	2) Creative bus sales (Service wheelchair mechanism)		
	3) Vehicle car wash services (1-bus $50 & 2-vans $15=$80 x 6mo)		
	4) Bill's truck repair (service of 24-passenger bus)		
		Total:	5,130
	Total Operating Expenditures:	**14,830**	**10,520**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Housing Authority *Division: Irwindale Housing Authority*
Fund 11 & 12

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Total Salaries & Benefits:	**-**	**-**	**-**	**-**
Fund 11 Housing Authority	5,326	5,174	7,330	7,330
Fund 12 Low/Mod Hsg Asset	410,537	365,588	535,530	543,330
Operating Expenditures	415,863	370,762	542,860	550,660
Fund 12 Low/Mod Hsg Asset	4,162,662	-	-	-
Capital Outlay	4,162,662	-	-	-
Transfers Out	-	-	-	-
Total:	**4,578,525**	**370,762**	**542,860**	**550,660**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Irwindale Housing Authority *Division: Irwindale Housing Authority*

Account: 11-23-231

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42120	Agency/Authority Mtg Stipend Reimb	5,326	5,174	7,330	7,330
43150	Loss on Sale of Property	-	-	-	-
	Total Operating Expenditures:	**5,326**	**5,174**	**7,330**	**7,330**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**5,326**	**5,174**	**7,330**	**7,330**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Irwindale Housing Authority *Division: Irwindale Housing Authority*

Account: 11-23-231

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42120	**Agency/Authority Meeting Stipend Reimbursement**	7,330	
	Authority Meeting Attendance Fees		7,330
		Total:	7,330
	Total Operating Expenditures:	**7,330**	**7,330**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Irwindale Housing Authority *Division: Low/Mod Housing Asset Fund*

Account: 12-23-232

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42116	Mileage Reimbursement	-	-	100	100
42130	Memberships & Subscriptions	10,090	10,140	10,650	10,650
42131	Public Notices	-	-	1,000	1,000
42141	Housing/Rental Subsidy	71,967	67,445	76,500	76,500
42200	Operating Supplies	603	1,065	1,600	1,600
42212	Postage	178	61	1,500	1,500
42220	Fuel	-	204	600	600
42300	Contractual Services-Single Family Hsg	25,779	26,217	58,500	58,500
42310	Legal Services	147,900	39,144	125,000	125,000
42311	Audit Services	4,774	5,217	5,380	5,540
42323	Liability Claims	-	1,404	-	-
42410	Admin/Personnel Reimbursement	139,684	205,091	244,700	252,340
42432	Property Taxes/Parcel Levy	9,561	9,601	10,000	10,000
	Total Operating Expenditures:	**410,537**	**365,588**	**535,530**	**543,330**
42147	First Time Homebuyers	2,887,851	-	-	-
42147-1250	First Time Homebuyers-Bond Proceeds	1,274,811	-	-	-
	Total Capital Outlay:	**4,162,662**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**4,573,199**	**365,588**	**535,530**	**543,330**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Irwindale Housing Authority *Division: Low/Mod Housing Asset Fund*

Account: 12-23-232

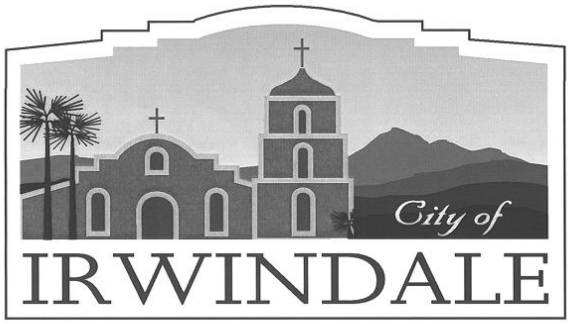
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42116	**Mileage Reimbursement**	100	
	Mileage		100
	Total:		100
42130	**Memberships & Subscriptions**	10,650	
	San Gabriel Regional Housing Trust		10,650
	Total:		10,650
42131	**Public Notices**	1,000	
	Public Notices		1,000
	Total:		1,000
42141	**Housing/Rental Subsidy**	76,500	
	Las Casitas Monthly Subsidy		76,500
	Total:		76,500
42200	**Operating Supplies**	1,600	
	Supplies for Housing Department		1,600
	Total:		1,600
42212	**Postage**	1,500	
	Postage		1,500
	Total:		1,500
42220	**Fuel**	600	
	Fuel		600
	Total:		600
42300	**Contractual Services**	58,500	
	RSG - Housing consulting services		8,500
	HA Annual Report & SB341 Report 343100		10,000
	Unanticipated Contractual Services		40,000
	Property Management (Northridge Group)		
	Total:		58,500
42310	**Legal Services**	125,000	
	Aleshire & Wynder, LLP		125,000
	Total:		125,000
42311	**Audit Services**	5,380	
	Annual Financial Audit		5,540
	Total:		5,540

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Irwindale Housing Authority *Division: Low/Mod Housing Asset Fund*

Account: 12-23-232

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42324	**Liability Insurance**	-	
	All-Risk Property Insurance		
		Total:	-
42410	**Admin/Personnel Reimbursement**	244,700	
	FY 2024-25 Housing Personnel Reimbursement		252,340
		Total:	252,340
42432	**Property Taxes/Parcel Levies**	10,000	
	Annual property tax assessed by the LA County Tax Assessor		10,000
		Total:	10,000
	Total Operating Expenditures:	**534,930**	**543,330**



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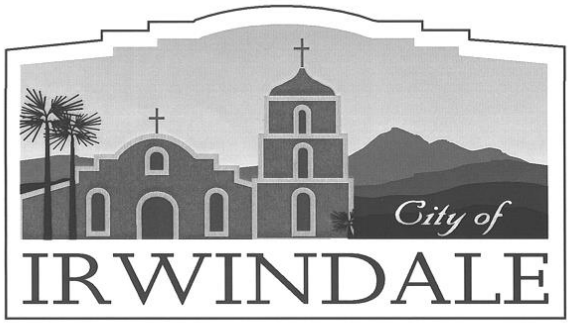
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: All Divisions*

Fund 13

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Salaries & Wages	1,544,302	1,885,629	2,287,860	2,341,670
Overtime	8,697	15,219	8,500	8,500
Fringe Benefits	865,269	953,719	1,140,070	1,295,080
Total Salaries & Benefits:	**2,418,268**	**2,854,566**	**3,436,430**	**3,645,250**
Total Operating Expenditures:	**1,571,688**	**1,853,098**	**3,077,165**	**2,256,203**
Total Capital Outlay	**40,671**	**205,842**	**6,160**	**180,594**
Total Transfers Out:	**490,224**	**416,484**	**486,970**	**472,771**
Total:	**4,520,852**	**5,329,990**	**7,006,725**	**6,554,818**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Legislative*

Account: 13-11-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42110	Training	8,829	8,366	17,205	20,750
	Total Operating Expenditures:	**8,829**	**8,366**	**17,205**	**20,750**
44100	Office Equipment Furniture & Fixtures				4,700
	Total Capital Outlay:	**-**	**-**	**-**	**4,700**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**8,829**	**8,366**	**17,205**	**25,450**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Legislative*

Account: 13-11-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	17,205	
	LLC, CCA, ICA, and other organizations:		
	Mayor ($11,300= $8,475 75% GF & $2,825 25% MIF)		2,825
	Councilmembers ($39,200= $29,400 75% GF& $9,800 25% MIF)		9,800
	Pln Comm-California Contract Cities Assoc. Municipal Seminar		2,500
	($1,660/Comm) (75% GF & 25% MIF)		
	Pln Comm-League of California Cities, Planning Comm Academy		2,500
	($1,660/Comm) (75% GF & 25% MIF)		
	Senior Comm-CPRS		3,125
	($2,500/Comm) (75% GF & 25% MIF)		
		Total:	20,750
	Total Operating Expenditures:	**17,205**	**20,750**
44100	**Office Equipment Furniture & Fixtures**	-	
	Replace seven (7) chairs at Council Chamber dais		1,900
	Replace fourteen (14) chairs at outer Council Chambers table		2,800
		Total:	4,700
	Total Capital Outlay:	**-**	**4,700**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Legal*

Account: 13-12-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42310	Legal Services	7,057	11,418	74,720	124,720
42310-2002	Case Litigation	-	-	50,000	-
	Total Operating Expenditures:	**7,057**	**11,418**	**124,720**	**124,720**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**7,057**	**11,418**	**124,720**	**124,720**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Legal*

Account: 13-12-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42310	**Legal Services**	74,720	
	Aleshire & Wynder, LLP		124,720
		Total:	124,720
	Total Operating Expenditures:	**74,720**	**124,720**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: City Manager*

Account: 13-13-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	143,921	201,026	269,060	276,560
	Fringe Benefits	156,890	89,781	126,570	125,890
	Total Salaries & Benefits:	**300,811**	**290,807**	**395,630**	**402,450**
42300	Contractual Services	17,100	17,102	35,320	35,320
	Total Operating Expenditures:	**17,100**	**17,102**	**35,320**	**35,320**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**317,911**	**307,908**	**430,950**	**437,770**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: City Manager*

Account: 13-13-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	35,320	
	Joe A. Gonsalves & Son (Lobbyist)		17,100
	(40% GF & 60% MIF)		
	As needed contractual services		18,220
		Total:	35,320
	Transfers out	**35,320**	**35,320**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Finance*

Account: 13-14-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	145,944	236,992	258,530	274,440
41200	Overtime	1,514	1,359	1,000	1,000
	Fringe Benefits	97,608	111,242	129,540	144,520
	Total Salaries & Benefits:	**245,065**	**349,593**	**389,070**	**419,960**
42311	Audit Services	15,969	12,473	17,595	18,130
	Total Operating Expenditures:	**15,969**	**12,473**	**17,595**	**18,130**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**261,034**	**362,066**	**406,665**	**438,090**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Finance*

Account: 13-14-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42311	**Audit Services**	17,595	
	Annual Financial Audit (75% GF & 25% MIF)		12,780
	Single Audit (if needed)		5,350
		Total:	18,130
	Total Operating Expenditures:	**17,595**	**18,130**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Human Resources*

Account: 13-15-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42110	Training	185	-	1,770	1,770
42300	Contractual Services	-	4,500	4,200	-
42325	Retiree Medical Benefits	197,507	197,459	210,000	230,000
42325-1210	Retiree Medical Benefits/OPEB	-	-	119,000	-
	Total Operating Expenditures:	**197,692**	**201,959**	**334,970**	**231,770**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**197,692**	**201,959**	**334,970**	**231,770**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Human Resources*

Account: 13-15-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	1,770	
	CALPELRA Conference (75% GF & 25% MIF)		630
	CalPERS Education Forum (75% GF & 25% MIF)		290
	LCW Annual Public Sector Employment Law Conference (75% GF & 25%MIF)		340
	SCPMA-HR Conference (75% GF & 25% MIF)		60
	CJPIA Risk Management Academy or Parma Annual Conference (75%GF & 25% MIF)		150
	So Cal Public Labor Relations Council Conference (75% GF & 25% MIF)		50
	Miscellaneous Training (75% GF & 25% MIF)		250
		Total:	1,770
42325	**Retiree Medical Benefits**	210,000	
	Medical Insurance for Retirees (80% GF & 20% MIF)		230,000
		Total:	230,000
	Total Operating Expenditures:	**211,770**	**231,770**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: City Clerk*

Account: 13-16-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	33,020	52,767	64,210	66,350
	Fringe Benefits	13,816	22,905	35,440	38,550
	Total Salaries & Benefits:	**46,835**	**75,672**	**99,650**	**104,900**
42210	Office Equipment Mtnce & Supplies	11,422	-	1,600	1,600
42300	Contractual Services	-	6,655	2,125	3,775
	Total Operating Expenditures:	**11,422**	**6,655**	**3,725**	**5,375**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**58,258**	**82,327**	**103,375**	**110,275**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: City Clerk*

Account: 13-16-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42210	**Office Equipment Maintenance &Supplies**	1,600	
	Complete Paperless Solutions - Laserfiche Support		1,600
	(Laserfiche - 75% GF & 25% MIF)		
		Total:	1,600
42300	**Contractual Services**	2,125	
	Agenda Management Solution (75% GF & 25% MIF)		2,125
	TAB Fusion RMS label making software for records management		1,650
	(75% GF & 25% MIF)		
		Total:	3,775
	Total Operating Expenditures:	**3,725**	**5,375**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Administrative Services*

Account: 13-18-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	-	-	32,670	-
	Fringe Benefits	130	100	-	-
	Total Salaries & Benefits:	**130**	**100**	**32,670**	**-**
42131	Public Notices	-	-	1,000	1,000
42212	Postage	-	-	2,000	2,000
42213	Telephone	35,161	34,671	38,960	41,830
42214	Water	39,055	44,888	49,000	52,370
42215	Gas	6,426	11,752	8,750	10,500
42216	Electricity - General	61,318	71,128	63,500	71,690
	Total Operating Expenditures:	**141,960**	**162,439**	**163,210**	**179,390**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**142,090**	**162,539**	**195,880**	**179,390**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Administrative Services*

Account: 13-18-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42131	**Public Notices**	1,000	
	Legal Notices		1,000
		Total:	1,000
42212	**Postage**	2,000	
	Federal Express needed for mining related mailings		2,000
		Total:	2,000
42213	**Telephone**	38,960	
	Peerless - Telephone carrier / Long Distance (75% GF, 25% MIF)		16,890
	MCI - PD, long distance (75% GF, 25% MIF)		130
	Frontier - Internet -2nd Street (75% GF, 25% MIF)		750
	Frontier - Telephones & Rec Alarm (75% GF, 25% MIF)		2,760
	Verizon - City wide Cell Phones (except for PW Services)(75% GF & 25% MIF)		12,750
	Verizon - PW Services (40% GF & 60% MIF)		5,700
	Verizon - DH, IMEA, ICEA & PD Cell Phones, cases & chargers & cases (Every 2 years -Next purchase FY 24/25) - 75% GF & 25% MIF		2,850
		Total:	41,830
42214	**Water**	49,000	
	(75% in General Fund / 25% in Mining Impact Fund)		52,370
	Azusa Light & Water		
	CA American Water□		
	Golden State Water Co□		
	Valley View Mutual Water Co		
	Valley County Water		
		Total:	52,370
42215	**Gas**	8,750	
	Gas (75% GF & 25% MIF)		10,500
		Total:	10,500
42216	**Electricity - General**	63,500	
	Electricity (75% GF & 25% MIF)		71,690
		Total:	71,690
	Total Operating Expenditures:	**163,210**	**179,390**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Information Technology*

Account: 13-20-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	43,624	61,656	97,340	92,840
41200	Overtime	2,325	2,070	-	-
	Fringe Benefits	14,738	19,758	36,970	36,420
	Total Salaries & Benefits:	**60,687**	**83,485**	**134,310**	**129,260**
42130	Memberships & Subscriptions	-	-	1,500	1,500
42205	Computer Supplies & Equipment	9,796	12,000	12,975	20,465
42300	Contractual Services	-	-	9,625	10,950
	Total Operating Expenditures:	**9,796**	**12,000**	**24,100**	**32,915**
44500	Large Tools & Equipment	-	165,695	-	-
	Total Capital Outlay:	**-**	**165,695**	**-**	**-**
	Total:	**70,483**	**261,180**	**158,410**	**162,175**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Information Technology*

Account: 13-20-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberships & Subscriptions**	1,500	
	Digital ID Card App & Management System		1,500
		Total:	1,500
42205	**Computer Supplies & Equipment**	12,975	
	Computer Ongoing Replacement Schedule		13,600
	Annual Wireless Access Point Replacement (75% GF & 25% MIF)		975
	Battery Backup Replacements - Phase 1 & Battery Replacement to PD		1,970
	server room rack (Phase 2 will start in FY 25/26)		
	KVM console replacement for CH, PD, Sr. Center server racks		1,520
	Annual laptop replacement schedule (Six (6) annually at $2,000 each)		2,400
		Total:	20,465
42300	**Contractual Services**	9,625	
	Microsoft Office 365 G1 & G3 License Subscription (75% GF & 25% MIF)		9,500
	Barracuda Cloud to Cloud backup (75% GF & 25% MIF)		1,450
		Total:	10,950
	Total Operating Expenditures:	**24,100**	**32,915**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Resident Benefits*

Account: 13-25-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	19,725	51,904	44,710	46,040
	Overtime	37	121	-	-
	Fringe Benefits	11,277	34,073	31,060	33,310
	Total Salaries & Benefits:	**31,039**	**86,097**	**75,770**	**79,350**
42130	Memberships & Subscriptions	**-**	-	1,500	1,500
42200	Operating Supplies	**185**	284	1,000	800
42330	Prescription Benefits	752,295	790,891	1,556,800	950,000
42331	Resident Vision	39,295	48,105	60,000	60,000
	Total Operating Expenditures:	**791,775**	**839,280**	**1,619,300**	**1,012,300**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**822,814**	**925,377**	**1,695,070**	**1,091,650**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Resident Benefits*

Account: 13-25-530

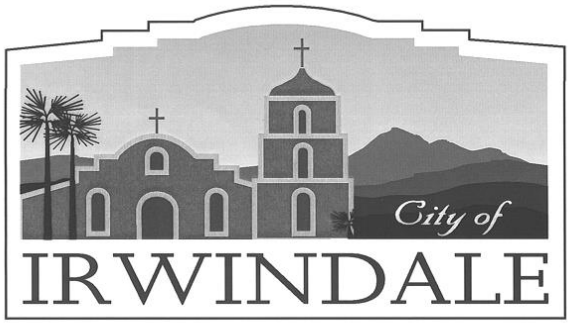
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42130	**Memberhips & Subcriptions**	1,500	
	Digital ID Card App & Management System Annual Fee		1,500
	Total:		1,500
42200	**Operating Supplies**	1,000	
	Resident ID Cards supplies & cleaning Kit (20% GF & 80% MIF)		800
	Total:		800
42330	**Prescription Benefits**	1,556,800	
	Prescription Programs (Resolution No. 2012-22-256; IMC Chapter 3.18)		950,000
	Total:		950,000
42331	**Resident Vision**	60,000	
	Resident Vision Program (VSP)		60,000
	Total:		60,000
	Total Operating Expenditures:	**1,619,300**	**1,012,300**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Economic Development*

Account: 13-26-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	84,508	126,948	67,650	73,090
41200	Overtime	1,660	1,025	-	-
	Fringe Benefits	36,494	53,473	44,410	49,570
	Total Salaries & Benefits:	**122,661**	**181,446**	**112,060**	**122,660**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**122,661**	**181,446**	**112,060**	**122,660**



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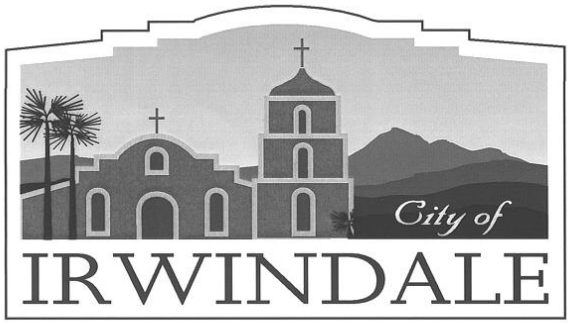
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Community Development*

Account: 13-51-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	372,040	352,959	390,310	454,770
41200	Overtime	1,000	4,658	1,000	1,000
	Fringe Benefits	144,770	131,420	149,710	187,200
	Total Salaries & Benefits:	**517,810**	**489,037**	**541,020**	**642,970**
42300	Contractual Services	72,500	158,391	75,000	-
	Total Operating Expenditures:	**72,500**	**158,391**	**75,000**	**-**
44400	Vehicles	40,671	40,147	-	-
	Total Capital Outlay:	**40,671**	**40,147**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**630,981**	**687,575**	**616,020**	**642,970**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Works-Engineering*

Account: 13-52-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	359,063	423,671	607,260	489,360
41200	Overtime	1,432	6,107	2,500	2,500
	Fringe Benefits	155,153	242,200	263,650	248,810
	Total Salaries & Benefits:	**515,648**	**671,978**	**873,410**	**740,670**
42110	Training	803	117	5,000	5,000
42130	Memberships & Subscriptions	300	433	630	630
42200	Operating Supplies	1,880	1,294	1,500	1,500
42210	Office Equipment Mtnce & Supplies	5,287	16,407	25,550	27,250
42220	Fuel	2,458	1,522	4,000	4,000
42221	Vehicle Maintenance & Repairs	291	775	2,000	2,000
42230	Uniform Expenses & Safety Equip	263	637	1,500	1,500
42251	Small Tools & Minor Equipment	-	-	1,000	1,000
42300	Contractual Services	148,344	186,801	250,000	250,000
42345	Surveying Services	469	-	20,000	20,000
	Total Operating Expenditures:	**160,094**	**207,985**	**311,180**	**312,880**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
49100	Transfers Out	9,139	8,522	48,970	48,970
800-49100	Transfers Out - Capital Projects	481,085	407,962	438,000	423,801
	Total Transfers Out:	**490,224**	**416,484**	**486,970**	**472,771**
	Total:	**1,165,966**	**1,296,447**	**1,671,560**	**1,526,321**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Works-Engineering*

Account: 13-52-530

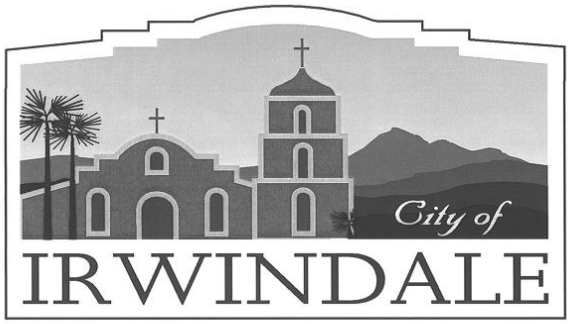
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42110	**Training**	5,000	
	PW - CalCima - (Construction Comp Mgr)		2,500
	PW - SMARA RP Classes		500
	PW - SMARA Board Meetings		2,000
		Total:	5,000
42130	**Memberships & Subscriptions**	630	
	SMGB Agenda Packets		200
	ASCE Membership for Construction Compliance Manager		330
	AutoCAD Annual Subscription (Funds 01,13,19)		100
		Total:	630
42200	**Operating Supplies**	1,500	
	Plotter Supplies		1,500
		Total:	1,500
42210	**Office Equipment Maintenance &Supplies**	25,550	
	Mining Data Map		15,000
	Ricoh Copy Fees (RICOH01) 45%		1,500
	Ricoh Copier Leases (RICOH02) 45%		1,700
	Digital Photos, & record keeping, Mining Map Retention		5,000
	Auto CAD Annual Subscription (GF 50% & MIF 50%)		3,800
	Maintenance for GIS Software		250
		Total:	27,250
42220	**Fuel**	4,000	
	Fuel for mining related trips		4,000
		Total:	4,000
42221	**Vehicle Maintenance & Repairs**	2,000	
	For mining related trips		2,000
		Total:	2,000
42230	**Uniform Expenses & Safety Equipment**	1,500	
	Goggles, Safety Vests, Hard Hats needed for safety at mining pits		1,500
		Total:	1,500
42251	**Small Tools & Minor Equipment**	1,000	
	Measuring Wheels & Site Survey Equipment		1,000
		Total:	1,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Works-Engineering*

Account: 13-52-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contractual Services**	250,000	
	Ground Water Mapping & Monitoring		10,000
	SMARA Reclamation Plan		240,000
	Total:		250,000
42345	**Surveying Services**	20,000	
	Surveying Services		20,000
	Total:		20,000
	Total Operating Expenditures:	**311,180**	**312,880**
49100	**Transfers Out**	48,970	
	Transfer IRA Meeting & Annual Contributions to Reclamation Fund:		24,970
	IRA Meetings (Acct# 14-52-531-42120)		
	Reclamation Fund Legal Expenses (14-12-531-42310)		24,000
	Total:		48,970
800-49100	**Transfers Out - Capital Projects**	438,000	
	Transfer to Capital Projects Fund		423,801
	Total:		423,801
	Transfers out	**486,970**	**472,771**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Services*

Account: 13-57-530

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	362,183	429,610	456,120	568,220
41200	Overtime	768	-	4,000	4,000
	Fringe Benefits	245,801	282,940	322,720	430,810
	Total Salaries & Benefits:	**608,751**	**712,550**	**782,840**	**1,003,030**
42200	Operating Supplies	954	1,010	1,010	1,110
42210	Office Equipment Mtnce & Supplies	3,459	3,755	7,750	7,750
42214	Water	730	587	750	750
42218	Electrical	-	-	-	4,000
42220	Fuel	12,985	9,248	8,000	8,000
42221	Vehicle Maintenance & Repairs	-	-	10,000	10,000
42300	Contractual Services	108,424	186,821	273,330	205,043
42360	Street Repair-Minor	6,892	928	30,000	30,000
42462	Property Maintenance Costs	4,050	12,681	20,000	16,000
	Total Operating Expenditures:	**137,494**	**215,030**	**350,840**	**282,653**
44400	Vehicles	-	-	-	175,894
44500	Large Tools & Equipment	-	-	6,160	-
	Total Capital Outlay:	**-**	**-**	**6,160**	**175,894**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**746,245**	**927,580**	**1,139,840**	**1,461,577**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Services*

Account: 13-57-530

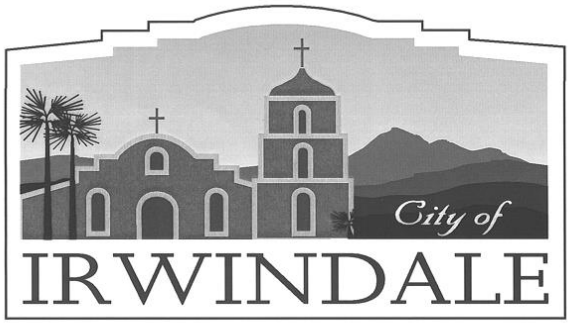
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	1,010	
	Dude Solutions-Computer Systems (75% GF & 25% MIF)		1,110
	Total:		1,110
42210	**Office Equipment Maintenance &Supplies**	7,750	
	Ricoh Copy Fees (RICOH01)		4,000
	Ricoh Copier Leases (RICOH02)		3,750
	Total:		7,750
42214	**Water**	750	
	Valley County Water (Mobile Meter) (75% in GF & 25% MIF)		750
	Total:		750
42218	**Electrical**	-	
	Lighting for Median Islands		4,000
	Total:		4,000
42220	**Fuel**	8,000	
	Fuel		8,000
	Total:		8,000
42221	**Vehicle Maintenance & Repairs**	10,000	
	Routine & Extraordinary Vehicle Maintenance		10,000
	Total:		10,000
42300	**Contractual Services**	273,330	
	Median Island Lighting Maintenance-Routine		67,800
	Median Island Landscape Maintenance-Extraordinary		7,200
	Office Trailer Lease		11,000
	Tree Trimming, Maintenance, & Inspection Services (40% GF & 60% MIF)		119,043
	Total:		205,043
42360	**Street Repair-Minor**	30,000	
	Minor-Extraordinary Street Emergency Repairs		30,000
	Total:		30,000
42462	**Property Maintenance Costs**	20,000	
	Maintenance for City owned Pits		10,000
	United Rentals (Sewer Maintenance for Trailer Toilets)		6,000
	Total:		16,000
	Total Operating Expenditures:	**350,840**	**282,653**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Mining Impact Fund *Division: Public Services*

Account: 13-57-530

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
44400	**Vehicles**	-	
	Ford F-150 Lightening (Electric Vehicle) (40% GF & 60% MIF)		51,814
	Ford F-550 Lift Truck (40% GF & 60% MIF)		124,080
		Total:	175,894
	Total Capital Outlay:	**-**	**175,894**



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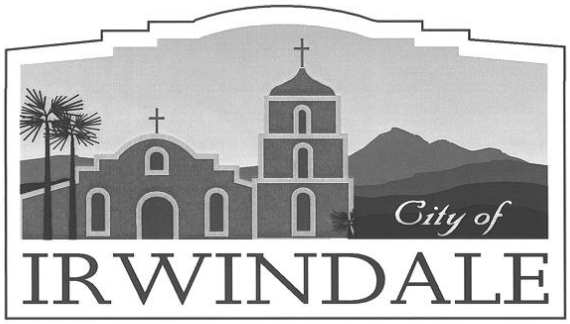
City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Authority *Division: All Divisions*
Fund 14 & 19

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Total Salaries & Benefits:	**-**	**-**	**-**	**-**
Fund 14 Reclamation Fund	9,139	8,522	48,970	48,970
Fund 19 OPRF	48,029	71,236	137,830	123,030
Operating Expenditures	57,168	79,758	186,800	172,000
Fund 14 Reclamation Fund	-	-	-	-
Fund 19 OPRF	-	-	-	-
Capital Outlay	-	-	-	-
Fund 14 Reclamation Fund	-	-	-	-
Fund 19 OPRF	1,425,780	1,674,023	1,862,170	1,876,970
Transfers Out	1,425,780	1,674,023	1,862,170	1,876,970
Total:	**1,482,948**	**1,753,781**	**2,048,970**	**2,048,970**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Authority *Division: Reclamation Fund*

Account: 14-52-531

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
12-531-42310	Legal Services	1,530	-	24,000	24,000
42120	Agency/Authority Meeting Stipend Reimbursement	7,609	8,522	24,970	24,970
	Total Operating Expenditures:	**9,139**	**8,522**	**48,970**	**48,970**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**9,139**	**8,522**	**48,970**	**48,970**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Fund *Division: Reclamation Fund*

Account: 14-52-531

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
12-531-42310	**Legal Services**	24,000	
	Aleshire & Wynder, LLP		24,000
		Total:	24,000
42120	**Reclamation Authority Meetings Pay**	24,970	
	Reclamation Authority Meetings @ $300/month (paid quarterly)		24,970
		Total:	24,970
	Total Operating Expenditures:	**48,970**	**48,970**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Authority *Division: Olive Pit Royalty Fund*

Account: 19-52-533

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42200	Operating Supplies	-	-	200	200
42210	Office Equipment Maint & Supplies	1,233	-	2,100	2,100
42214	Water	704	498	1,000	1,000
42220	Fuel	976	832	2,000	2,000
42221	Vehicle Maintenance & Repair	284	60	500	500
42300	Contractual Services	-	-	5,400	5,400
42305	Rent/Lease Expense	19,809	21,275	19,600	21,820
42310	Legal Services	-	-	5,000	5,000
42371	Traffic Signal Maintenance	-	-	3,000	3,000
42410	Admin/Personnel Reimbursement	25,023	48,571	87,030	70,010
42462	Property Maintenance Costs	-	-	12,000	12,000
	Total Operating Expenditures:	**48,029**	**71,236**	**137,830**	**123,030**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
49100	Transfers Out	1,425,780	1,674,023	1,862,170	1,876,970
	Total Transfers Out:	**1,425,780**	**1,674,023**	**1,862,170**	**1,876,970**
	Total:	**1,473,809**	**1,745,259**	**2,000,000**	**2,000,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Authority *Division: Olive Pit Royalty Fund*

Account: 19-52-533

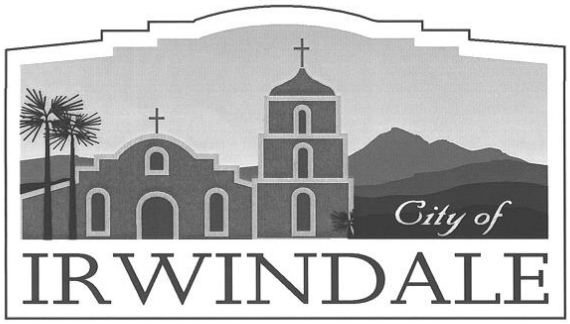
Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42200	**Operating Supplies**	200	
	Printing Services		200
		Total:	200
42210	**Office Equipment Maint & Supplies**	2,100	
	Digital Photos & Record Keeping		500
	Tablet Data Plan		300
	Auto CAD Annual Subcription		1,300
		Total:	2,100
42214	**Water**	1,000	
	Water line for landscape maintenance		1,000
		Total:	1,000
42220	**Fuel**	2,000	
	Fuel		1,600
	Fuel for trailer generator		400
		Total:	2,000
42221	**Vehicle Maintenance & Repair**	500	
	Vehicle Operating & Maintenance		500
		Total:	500
42300	**Contractual Services**	5,400	
	Olive Pit Admin & Oversight Contracted Services		5,400
		Total:	5,400
42305	**Rent/Lease Expense**	19,600	
	LA County Flood Control (Big Dalton Wash)		21,820
		Total:	21,820
42310	**Legal Services**	5,000	
	Aleshire & Wynder, LLP		5,000
		Total:	5,000
42371	**Traffic Signal Maintenance**	3,000	
	Traffic Signal Maintenance per Baldwin Park Settlement		3,000
		Total:	3,000

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Reclamation Authority *Division: Olive Pit Royalty Fund*

Account: 19-52-533

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42410	**Admin/Personnel Reimbursement**	87,030	
	OPRF Project Manager 100%, plus additional staff allocations		70,010
		Total:	70,010
42462	**Property Maintenance Costs**	12,000	
	Property Maintenance Costs		12,000
		Total:	12,000
	Total Operating Expenditures:	**137,830**	**123,030**
49100	**Transfers Out - OPRF**	1,862,170	
	Transfer to General Fund		1,876,970
		Total:	1,876,970
	Total Transfers Out	**1,862,170**	**1,876,970**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: AB939 & AB341- Recycling *Division: AB939 - Recycling*

Account: 15-52-532

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Salaries & Wages	132,511	111,006	177,510	176,130
41200	Overtime	527	358	750	750
	Fringe Benefits	77,999	65,448	101,880	118,190
	Total Salaries & Benefits:	**211,037**	**176,813**	**280,140**	**295,070**
12-532-42310	Legal Services	-	14,876	10,000	10,000
42110	Training	443	787	1,000	2,000
42130	Memberships & Subscriptions	-	950	830	930
42200	Operating Supplies	17,816	6,440	16,750	16,750
42212	Postage	-	265	1,500	1,800
42300	Contractual Services	33,585	12,830	40,710	40,710
	Total Operating Expenditures:	**51,844**	**36,147**	**70,790**	**72,190**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**262,880**	**212,960**	**350,930**	**367,260**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: AB939 & AB341- Recycling *Division: AB939 - Recycling*

Account: 15-52-532

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
12-532-42310	**Legal Services**	10,000	
	Aleshire & Wynder, LLP		10,000
	Total:		10,000
42110	**Training**	1,000	
	AB939, AB 1826, SB 1383, etc. Workshops/Training		1,000
	SWANA/SCWM Workshops/Trainings		1,000
	Total:		2,000
42130	**Memberships & Subscriptions**	830	
	Solid Waste Association of North America (SWANA)		550
	Women in Solid-Waste & Recycling (WISR)		130
	Southern California Waste Management (SCWM)		250
	Total:		930
42200	**Operating Supplies**	16,750	
	Marketing & Supplies for Community/Public Education/Recycling Events		16,750
	Total:		16,750
42212	**Postage**	1,500	
	Postage & FedEx		1,800
	Total:		1,800
42300	**Contractual Services**	40,710	
	Waste Hauler Contract Compliance Review/Audit		22,710
	Regional Food Recovery		18,000
	Total:		40,710
	Total Operating Expenditures:	**70,790**	**72,190**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: State Gas Tax *Division: State Gas Tax*

Account: 21-52-540

Acct No	Account Description	FY 2022-23 Actual	FY 2023-24 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42314	State Contracts & Fees	2,984	3,598	3,600	3,600
	Total Operating Expenditures:	**2,984**	**3,598**	**3,600**	**3,600**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
49100	Transfers out	70,000	76,420	-	-
800-49100	Transfers out-Capital Projects	-	-	81,445	81,242
	Total Transfers Out:	**70,000**	**76,420**	**81,445**	**81,242**
	Total:	**72,984**	**80,018**	**85,045**	**84,842**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: State Gas Tax *Division: State Gas Tax*

Account: 21-52-540

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42314	**State Contracts & Fees**	3,600	
	Annual Street Report Preparation Svcs by State Controller's Office		3,600
		Total:	3,600
	Total Operating Expenditures:	**3,600**	**3,600**
800-49100	**Transfers Out-Capital Projects**	81,445	
	Capital Project: Resurfacing Project		81,242
		Total:	81,242
	Total Transfers Out:	**81,445**	**81,242**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: AB2766 Air Quality *Division: AB2766 Air Quality Improvement*

Account: 22-52-541

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42251	Small Tools & Minor Equipment	-	-	750	-
42311	Audit Services	-	-	-	750
	Total Operating Expenditures:	**-**	**-**	**750**	**750**
44400	Vehicles	**-**	**6,000**	-	-
	Total Capital Outlay:	**-**	**6,000**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**-**	**6,000**	**750**	**750**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: AB2766 Air Quality Imp *Division: AB2766 Air Quality Improvement*

Account: 22-52-541

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42311	**Audit Services**	-	
	Audit Services		750
		Total:	750
	Total Operating Expenditures:	**-**	**750**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: MTA - Proposition A *Division: MTA - Proposition A*

Account: 25-52-550

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42352	Contractual Services-Bus Shelter Mtnce	-	-	43,113	41,762
42410	Maintenance Staff Reimbursement	29,837	11,358	-	-
	Total Operating Expenditures:	**29,837**	**11,358**	**43,113**	**41,762**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total:	**29,837**	**11,358**	**43,113**	**41,762**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: MTA - Proposition A *Division: MTA - Proposition A*

Account: 25-52-550

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42352	**Contractual Services-Bus Shelter Mtnce**	43,113	
	Athens Services - Bus Shelter Mtnce (Portion from Prop A & Measure W)		41,762
		Total:	41,762
	Total Operating Expenditures:	**43,113**	**41,762**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: MTA - Proposition C *Division: MTA - Proposition C*

Account: 26-52-551

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
800-49100	Transfers out	24,000	29,160	35,719	34,599
	Total Transfers Out:	**24,000**	**29,160**	**35,719**	**34,599**
	Total:	**24,000**	**29,160**	**35,719**	**34,599**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: MTA - Proposition C *Division: MTA - Proposition C*

Account: 26-52-551

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfers out**	35,719	
	Capital Project: Resurfacing Project		34,599
		Total:	34,599
	Total Transfers Out:	**35,719**	**34,599**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure R *Division: Measure R*

Account: 27-52-552

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
800-49100	Transfers out	18,000	21,870	26,789	25,949
	Total Transfers Out:	**18,000**	**21,870**	**26,789**	**25,949**
	Total:	**18,000**	**21,870**	**26,789**	**25,949**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure R *Division: Measure R*

Account: 27-52-552

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfers Out**	26,789	
	Capital Project: Resurfacing Project		25,949
		Total:	25,949
	Total Transfers Out:	**26,789**	**25,949**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: TDA Article 3 *Division: TDA Article 3*

Account: 28-52-553

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
49100	Transfers out	5,000	-	-	-
800-49100	Transfers out - Capital Projects	5,000	5,000	5,000	5,000
	Total Transfers Out:	**10,000**	**5,000**	**5,000**	**5,000**
	Total:	**10,000**	**5,000**	**5,000**	**5,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: TDA Article 3 *Division: TDA Article 3*

Account: 28-52-553

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfers Out - Capital Projects**	5,000	
	Capital Project: For pending eligible project		5,000
		Total:	5,000
	Total Transfers Out:	**5,000**	**5,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure M *Division: Measure M*

Account: 29-52-554

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
800-49100	Transfers out	20,000	24,780	30,361	29,409
	Total Transfers Out:	**20,000**	**24,780**	**30,361**	**29,409**
	Total:	**20,000**	**24,780**	**30,361**	**29,409**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure M *Division: Measure M*

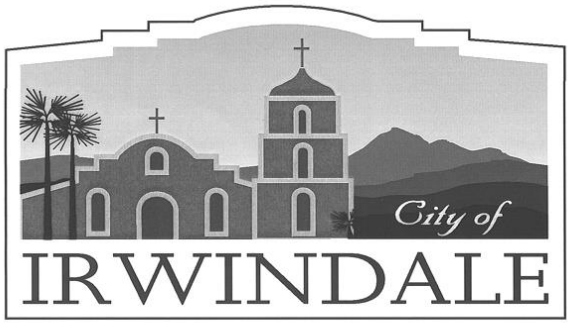
Account: 29-52-554

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfers out**	30,361	
	Capital Project: Resurfacing Project		29,409
		Total:	29,409
	Total Transfers Out:	**30,361**	**29,409**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure W Fund 30 *Division: All Divisions*

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Total Salaries & Benefits:	**-**	**-**	**-**	**-**
Operating Expenditures	34,020	155,516	227,000	227,000
Capital Outlay	-	-	-	-
Transfers Out	-	19,122	193,000	173,000
Total:	**34,020**	**174,638**	**420,000**	**400,000**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure W *Division: Engineering*

Account: 30-52-555

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	Contract Services - Maintenance	-	19,658	-	-
42311	Audit Services	-	-	-	7,500
42381	Storm Drain / NPDES	-	-	107,000	99,500
	Total Operating Expenditures:	**-**	**19,658**	**107,000**	**107,000**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
800-49100	Transfers out	-	19,122	193,000	173,000
	Total Transfers Out:	**-**	**19,122**	**193,000**	**173,000**
	Total:	**-**	**38,780**	**300,000**	**280,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure W *Division: Engineering*

Account: 30-52-555

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42311	**Audit Services**	-	
	Financial Audit		7,500
		Total:	7,500
42381	**Storm Drain / NPDES**	107,000	
	NPDES Mandated Compliance Inspections		99,500
		Total:	99,500
	Total Operating Expenditures:	**107,000**	**107,000**
800-49100	**Transfers Out**	193,000	
	Transfer Out to Fund 48 for Arrow Hwy Beautification Project		173,000
	and/or eligible project		
		Total:	173,000
	Total Transfers Out:	**193,000**	**173,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure W *Division: Public Services*

Account: 30-57-555

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	Contract Services - Maintenance	-	49,166	105,000	105,000
42410	Public Works Staff Reimbursement	34,020	86,693	15,000	15,000
	Total Operating Expenditures:	**34,020**	**135,859**	**120,000**	**120,000**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfers Out:	**-**	**-**	**-**	**-**
	Total:	**34,020**	**135,859**	**120,000**	**120,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Measure W *Division: Public Services*

Account: 30-57-555

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42300	**Contract Services - Maintenance**	105,000	
	LA County Catch Basin Cleaning		60,440
	Catch Basin/Sump Pump Cleaning		12,560
	Athens Services - Bus Shelter Mtnce (Portion from Prop A & Measure W)		32,000
		Total:	105,000
42410	**Maintenance Staff Reimbursement**	15,000	
	Maintenance Staff Reimbursement		15,000
		Total:	15,000
	Total Operating Expenditures:	**120,000**	**120,000**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Comm Dev Block Grant *Division: Comm Dev Block Grant-CDBG*

Account: 32-52-560

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42300	Contractual Services	7,944	8,500	8,450	-
	Total Operating Expenditures:	**7,944**	**8,500**	**8,450**	**-**
800-49100	Transfer Out-Capital Projects	-	-	-	8,243
	Total Capital Outlay:	**-**	**-**	**-**	**8,243**
	Total:	**7,944**	**8,500**	**8,450**	**8,243**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Comm Dev Block Grant *Division: Comm Dev Block Grant-CDBG*

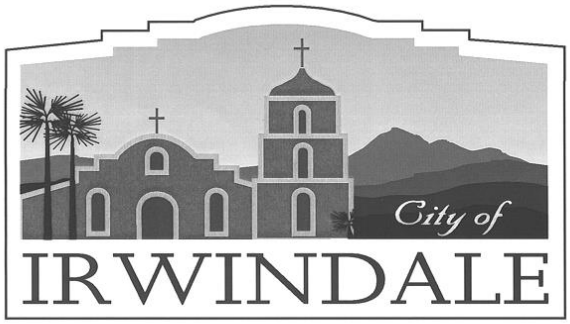
Account: 32-52-560

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfer Out-Capital Projects**	-	
	Transfers out		8,243
		Total:	8,243
	Total Capital Outlay:	**-**	**8,243**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Assessment Districts *Division: All Districts*
Funds 44 & 45

Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
Total Salaries & Benefits:	**-**	**-**	**-**	**-**
Fund 44 Street Light Business Center	12,927	14,272	16,100	16,420
Fund 45 Sewer Business Center	37,367	46,293	45,670	48,080
Total Operating Expenditures:	50,294	60,566	61,770	64,500
Total Capital Outlay:	-	-	-	-
Total:	**50,294**	**60,566**	**61,770**	**64,500**



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City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Assessment Districts *Division: Street Light Business Center*

Account: 44-14-143

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42217	Electricity - Street Lights	3,800	4,050	4,800	4,800
42317	Assessment District Admin Costs	9,127	10,222	11,300	11,620
	Total Operating Expenditures:	**12,927**	**14,272**	**16,100**	**16,420**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
		-	**-**	**-**	**-**
	Total Transfer Outs:	**-**	**-**	**-**	**-**
	Total:	**12,927**	**14,272**	**16,100**	**16,420**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Assessments *Division: Street Lighting Maintenance District*

Account: 44-14-143

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42217	**Electricity - Street Lights**	4,800	
	Energy Charge Per Lamp		1,300
	Light emitting diode (LED)		3,500
		Total:	4,800
42317	**Assessment District Admin Costs**	11,300	
	Willdan - District Administration		2,200
	City Admin Fees		8,630
	Public Notice Publication		600
	Legal fees		190
		Total:	11,620
	Total Operating Expenditures:	**16,100**	**16,420**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Assessment Districts *Division: Sewer Business Center*

Account: 45-14-143

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
42317	Assessment District Admin Costs	20,859	23,405	23,670	23,970
42382	Sanitation Sewer Maintenance	16,508	22,888	22,000	24,110
	Total Operating Expenditures:	**37,367**	**46,293**	**45,670**	**48,080**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
	Total Transfer Outs:	**-**	**-**	**-**	**-**
	Total:	**37,367**	**46,293**	**45,670**	**48,080**

City of Irwindale
FY 2024-2025 Departmental Budget

Dept: Assessments *Division: Sewer Maint District-Irwindale Business Ctr*

Account: 45-14-143

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
42317	**Assessment District Admin Costs**	23,670	
	Willdan - District Administration		2,200
	City Admin Fees		20,980
	Public Notice Publication		620
	Legal fees		170
		Total:	23,970
42382	**Sanitation Sewer Maintenance**	22,000	
	Sewer Maintenance Services		14,110
	Lift Station/Charter Way Pump Station Maintenance		10,000
		Total:	24,110
	Total Operating Expenditures:	**45,670**	**48,080**

City of Irwindale
FY 20245-2025 Departmental Budget

Dept: Development Impact Fee *Division: DIF*

Account: 47-70-700

Acct No	Account Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Revised Budget	FY 2024-25 Budget
	Total Salaries & Benefits:	**-**	**-**	**-**	**-**
	Total Operating Expenditures:	**-**	**-**	**-**	**-**
	Total Capital Outlay:	**-**	**-**	**-**	**-**
52-800-49100	Transfers Out - Capital Projects	146,680	3,530	849,575	-
	Total Transfers Out:	**146,680**	**3,530**	**849,575**	**-**
	Total:	**146,680**	**3,530**	**849,575**	**-**

City of Irwindale
FY 20245-2025 Departmental Budget

Dept: Development Impact Fee *Division: DIF*

Account: 47-70-700

Acct No	Account Description / Line Item Detail	FY 2023-24 Revised Budget	FY 2024-25 Budget
800-49100	**Transfers out**	849,575	
	Transfers Out for eligible Capital Projects		-
		Total:	-
	Total Transfers Out:	**849,575**	**-**

Item #22.B.

City of IRWINDALE
AGENDA REPORT

Date: June 26, 2024

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Adoption of Resolution to Amend the Zoning Map to Address Inconsistencies on Various Parcels of Land and First Reading and Introduction of Ordinance No. 780 to Rescind Ordinance Nos. 195 and 200 to Remove Inconsistent Regulations Related Thereto

City Manager's Recommendation:

Adopt Resolution No. 2024-38-3515, "A Resolution of the City Council of the City of Irwindale adopting Zone Change No. 01-2024 and modifying the City of Irwindale Zoning Map to 1) Rezone Parcels from M-1 (Light Manufacturing) Zone to R-1 (Single-Family Residential) Zone located at: 730 Meridian Street (APN 8534-001-004), 716 Meridian Street (APN 8534-001-025), 714 Meridian Street (APN 8534-001-026), 740 Meridian Street (APN 8534-001-057), 726 Meridian Street (APN 8534-001-109), 737 Shrode Avenue (APN 8534-001-013), 731 Shrode Avenue (APN 8534-001-014), 727 Shrode Avenue (APN 8534-001-015), 2419 Citrusview Avenue (APN 8534-001-053), 2425 Citrusview Avenue (APN 8534-001-054), 2424 Citrusview Avenue (APN 8534-001-055), 2412 Citrusview Avenue (APN 8534-001-056), (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 Park Rose Avenue (APN 8534-001-093), 2436 Park Rose Avenue (APN 8534-001-096), 2448 Park Rose Avenue (APN 8534-001-097), 2449 Park Rose Avenue (APN 8534-001-098), 2437 Park Rose Avenue (APN 8534-001-099), 2402 Park Rose Avenue (APN 8534-001-106), 2408 Park Rose Avenue (APN 8534-001-107), 2424 Park Rose Avenue (APNS 8534-001-115, 8534-001-116), 2400 Ruelas Street (APN 8534-001-072), 2416 Ruelas Street (APN 8534-001-075), 2440 Ruelas Street (APN 8534-001-078), 2446 Ruelas Street (APN 8534-001-079), 2447 Ruelas Street (APN 8534-001-080), 2439 Ruelas Street (APN 8534-001-081), 2415 Ruelas Street (APN 8534-001-084), 2406 Ruelas Street (APN 8534-001-102), 2409 Ruelas Street (APN 8534-001-104), 2401 Ruelas Street (APN 8534-001-105), 2426 Ruelas Street (APNS 8534-001-111, 8534-001-112), 2425 Ruelas Street (APNS 8534-001-113, 8534-001-114); and 2) rezone parcels from C-3 (Heavy Commercial-Residential) Zone to R-1 (Single-Family Residential) Zone located at: 701 Ambriz Street (APN 8534-001-120), 705 Ambriz Street (APN 8534-001-121), 709 Ambriz Street (APN 8534-001-122), 713 Ambriz Street (APN 8534-001-123), 708 Ambriz Street (APN 8534-001-124), 704 Ambriz Street (APN 8534-001-125), 700 Ambriz Street (APN 8534-001-126), 2416 Mountain Avenue (APN 8534-001-039), 2408 Mountain Avenue (APN 8534-001-058), and find the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)."

Introduce for first reading by title only with further reading waived, Ordinance No. 780, "An Ordinance of the City Council of the City of Irwindale rescinding Ordinance No. 195 in its entirety, which rezoned properties located on Mountain Avenue and Ambriz Street (formerly Mountain Avenue) to C-3 (Heavy Commercial-Residential) and Ordinance No. 200 in its entirely, which rezoned properties located on Citrusview Avenue, Park Rose Avenue and Ruelas Street to M-2 (Heavy Manufacturing), and

finding the project exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3)."

Administrative Action:

Submitted by:

Marilyn Simpson, AICP, Community Development Director

Prepared by:

Brandi Jones, Senior Planner

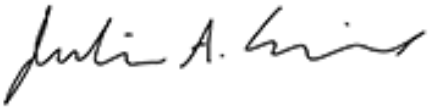
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

BACKGROUND/HISTORY

The City-initiated proposal will revise the Zoning Map to reconcile inconsistencies and make appropriate changes to support the highest and best uses.

The Irwindale General Plan serves as the blueprint for future planning and development in the City. It indicates the City's vision for the future through the policies and plans that are designed to shape the physical development of the community. This General Plan acknowledges the City's previous planning efforts, the established land use patterns in the community, and adopted development policy. The Zoning Code, Map, and related zoning designations are required to be consistent with the General Plan. Staff proposes to update the Zoning Map for consistency between the appropriate classifications.

Due to inconsistencies throughout the City, there are multiple non-conforming uses. The existing non-conformities limit the highest and best uses of the properties because of limitations on expansion/intensification for their zone. These impact properties zoned for industrial, commercial and

residential. For example, the inconsistency would hinder residential improvements such as the ability to increase square footage for additions and Accessory Dwelling Units (ADU) conversions. This issue was discovered during a zoning map “clean-up” in November 2018. Since then, Planning Staff has received multiple applications that require General Plan Amendments. Zoning is one of the primary means of implementing the General Plan. The success of a General Plan rests upon the effectiveness of the Zoning Code and Map. Additionally, there should be consistency between the General Plan and Zoning as a common-sense approach to planning and transparency.

TIMELINE
On July 9, 2019, Staff held two (2) separate Zone Change workshops at the Community Center; one (1) for residentially zoned properties and the other for commercially and industrially zoned properties.

On August 31, 2022, Staff requested direction from the Planning Commission on the above referenced properties as well as Meridian Avenue, Ramona Boulevard (Vulcan Durbin Pit), Park Avenue, Calle Burrola, Fraijo Avenue, Nora Avenue and Las Lomas Road.

On May 23, 2023, Staff sent out a general information letter to property owners who were currently impacted by the inconsistencies. The letter explained the City-initiated process and future public notification informing them about the City’s next steps.

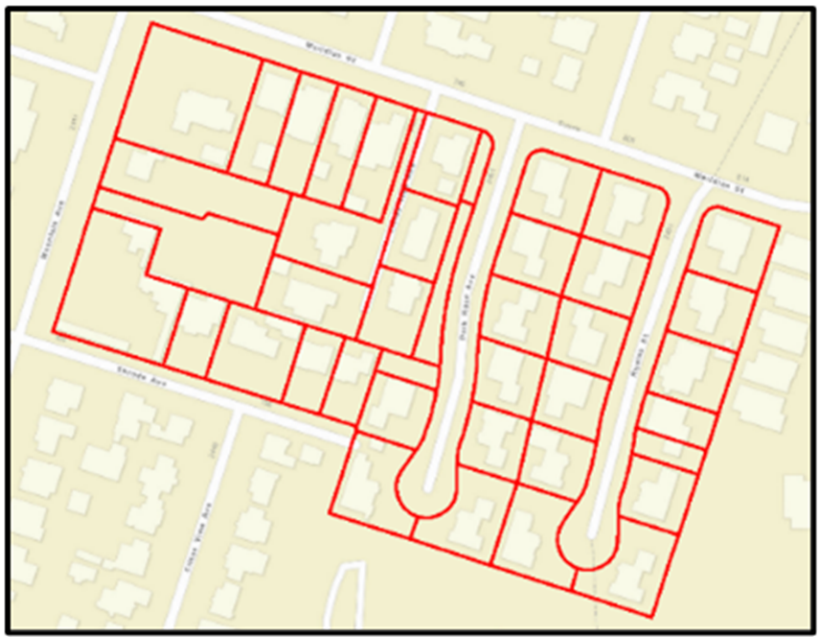
PLANNING COMMISSION ACTION
On April 4, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office) on April 4, 2024 and was also published in the newspaper on April 5, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting.

On April 17, 2024, the Planning Commission heard the proposed Zone Change and General Plan Amendment item and continued the item to the May 15, 2024 Planning Commission meeting. The Planning Commission directed staff to re-notice the continued meeting.

On April 18, 2024, the second public notice was mailed to property owners within 500 feet of the subject property and posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office). The second public notice was published in the newspaper on Monday, April 22, 2024. This timing met and exceeded the minimum public notification requirement of 10 days prior to meeting.

On May 30, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office) on May 30, 2024 and also published in the newspaper on May 31, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting.

LOCATIONS AND SITE HISTORY



Proposed Zone Change No. 01-2024 to 1) Rezone Parcels from M-1 (Light Manufacturing) Zone to R-1 (Single-Family Residential) Zone located at:

Meridian Street – 730 Meridian Street (APN 8534-001-004), 716 Meridian Street (APN 8534-001-025), 714 Meridian Street (APN 8534-001-026), 740 Meridian Street (APN 8534-001-057), 726 Meridian Street (APN 8534-001-109);

Shrode Avenue – 737 Shrode Avenue (APN 8534-001-013), 731 Shrode Avenue (APN 8534-001-014), 727 Shrode Avenue (APN 8534-001-015);

Citrusview Avenue – 2419 Citrusview Avenue (APN 8534-001-053), 2425 Citrusview Avenue (APN 8534-001-054), 2424 Citrusview Avenue (APN 8534-001-055), 2412 Citrusview Avenue (APN 8534-001-056);

Park Rose Avenue – (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 Park Rose Avenue (APN 8534-001-093), 2436 Park Rose Avenue (APN 8534-001-096), 2448 Park Rose Avenue (APN 8534-001-097), 2449 Park Rose Avenue (APN 8534-001-098), 2437 Park Rose Avenue (APN 8534-001-099), 2402 Park Rose Avenue (APN 8534-001-106), 2408 Park Rose Avenue (APN 8534-001-107), 2424 Park Rose Avenue (APNS 8534-001-115, 8534-001-116);

Ruelas Street – 2400 Ruelas Street (APN 8534-001-072), 2416 Ruelas Street (APN 8534-001-075), 2440 Ruelas Street (APN 8534-001-078), 2446 Ruelas Street (APN 8534-001-079), 2447 Ruelas Street (APN 8534-001-080), 2439 Ruelas Street (APN 8534-001-081), 2415 Ruelas Street (APN 8534-001-084), 2406 Ruelas Street (APN 8534-001-102), 2409 Ruelas Street (APN 8534-001-104), 2401 Ruelas Street (APN 8534-001-105), 2426 Ruelas Street (APNS 8534-001-111, 8534-001-112), 2425 Ruelas Street (APNS 8534-001-113, 8534-001-114).

All of the properties listed are currently developed as single-family residential properties, and the General Plan designates these properties as Residential. However, on June 20, 1967, the City Council approved Ordinance No. 200 to allow the rezoning of the properties located on Citrusview Avenue, Park Rose Avenue, Ruelas Street and Shrode Avenue and parcels outside of City boundaries. This changed the existing zoning designation from A-1 (Agricultural) to M-1 (Light Manufacturing). Although the Ordinance memorialized the change, the City's Zoning Map was not updated. As a result, the residential developments were approved based on the previous A-1 (Agricultural) designation allowing single-family residential use.

Thus, all of the current residential development is considered legally non-conforming because it is a residential use in an M-1 (Light Manufacturing) zone. This hinders improvements such as the ability to increase square footage and compliance with recent State legislation allowing Accessory Dwelling Units (ADU) conversions and small lot subdivisions. The proposed rescission of Ordinance No. 200 and Zone Change from M-1 (Light Manufacturing) to R-1 (Single-Family Residential) would be consistent with current use and the existing Residential General Plan designation.

2) Rezone parcels from C-3 (Heavy Commercial-Residential) Zone to R-1 (Single-Family Residential) Zone located at:

Ambriz Street – 701 Ambriz Street (APN 8534-001-120), 705 Ambriz Street (APN 8534-001-121), 709 Ambriz Street (APN 8534-001-122), 713 Ambriz Street (APN 8534-001-123), 708 Ambriz Street (APN 8534-001-124), 704 Ambriz Street (APN 8534-001-125), 700 Ambriz Street (APN 8534-001-126);

Mountain Avenue – 2416 Mountain Avenue (APN 8534-001-039), 2408 Mountain Avenue (APN 8534-001-058).

On May 2, 1967, the City Council approved Ordinance No. 195 to allow the rezoning of the properties located on Mountain Avenue and Ambriz Street (formerly known as Mountain Avenue). This changed the existing zoning designation to C-3 (Heavy Commercial-Residential). Although single family residential units are permitted in this zone, there are limitations due to recent State legislature regarding housing. These residential parcels also are not able to utilize the latest housing legislature to build additional units, convert existing square footage or subdivide the property. The proposed rescission of Ordinance No. 195 and Zone Change from C-3 (Heavy Commercial-Residential) to R-1 (Single-Family Residential) would be consistent with current use and the existing Residential General Plan designation.

GENERAL PLAN AND ZONING

A Zone Change is required to be made by the affirmative vote of not less than a majority of the total membership of the City Council. The proposed changes to the Zoning Maps will remedy the existing inconsistencies and non-conformities. The maps will be updated to reflect the proposed changes. The proposed Zone Change will supersede the changes adopted by Ordinance Nos. 195 and 200 once they are rescinded by Ordinance No.780.

ENVIRONMENTAL REVIEW

Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a general rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the General Plan Amendment or Zone Change, by themselves, will have a significant effect on the environment. However, any proposed physical development will undergo its own CEQA review when the entitlement is considered.

ATTACHMENTS

Attachment A: Resolution No. 2024-38-3515
Attachment B: Ordinance No. 780
Attachment C: May 15, 2024 Planning Commission staff report, resolution, and exhibits

Fiscal Impact:

There is no cost with the City Council approval of the Zone Change or rescinding Ordinance Nos. 195 and 200.

Attachments:

1. CC Resolution No. 2024-38-3515 ZC No. 01-2024 FINAL
2. Ordinance No. 780 FINAL
3. 05192024 PC Attachments

ATTACHMENT "A"

RESOLUTION NO. 2024-38-3515

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING ZONE CHANGE NO. 01-2024 AND MODIFYING THE CITY OF IRWINDALE ZONING MAP TO 1) REZONE PARCELS FROM M-1 (LIGHT MANUFACTURING) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT: 730 MERIDIAN STREET (APN 8534-001-004), 716 MERIDIAN STREET (APN 8534-001-025), 714 MERIDIAN STREET (APN 8534-001-026), 740 MERIDIAN STREET (APN 8534-001-057), 726 MERIDIAN STREET (APN 8534-001-109), 737 SHRODE AVENUE (APN 8534-001-013), 731 SHRODE AVENUE (APN 8534-001-014), 727 SHRODE AVENUE (APN 8534-001-015), 2419 CITRUSVIEW AVENUE (APN 8534-001-053), 2425 CITRUSVIEW AVENUE (APN 8534-001-054), 2424 CITRUSVIEW AVENUE (APN 8534-001-055), 2412 CITRUSVIEW AVENUE (APN 8534-001-056), (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 PARK ROSE AVENUE (APN 8534-001-093), 2436 PARK ROSE AVENUE (APN 8534-001-096), 2448 PARK ROSE AVENUE (APN 8534-001-097), 2449 PARK ROSE AVENUE (APN 8534-001-098), 2437 PARK ROSE AVENUE (APN 8534-001-099), 2402 PARK ROSE AVENUE (APN 8534-001-106), 2408 PARK ROSE AVENUE (APN 8534-001-107), 2424 PARK ROSE AVENUE (APNS 8534-001-115, 8534-001-116), 2400 RUELAS STREET (APN 8534-001-072), 2416 RUELAS STREET (APN 8534-001-075), 2440 RUELAS STREET (APN 8534-001-078), 2446 RUELAS STREET (APN 8534-001-079), 2447 RUELAS STREET (APN 8534-001-080), 2439 RUELAS STREET (APN 8534-001-081), 2415 RUELAS STREET (APN 8534-001-084), 2406 RUELAS STREET (APN 8534-001-102), 2409 RUELAS STREET (APN 8534-001-104), 2401 RUELAS STREET (APN 8534-001-105), 2426 RUELAS STREET (APNS 8534-001-111, 8534-001-112), 2425 RUELAS STREET (APNS 8534-001-113, 8534-001-114); AND 2) REZONE PARCELS FROM C-3 (HEAVY COMMERCIAL-RESIDENTIAL) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT: 701 AMBRIZ STREET (APN 8534-001-120), 705 AMBRIZ STREET (APN 8534-001-121), 709 AMBRIZ STREET (APN 8534-001-122), 713 AMBRIZ STREET (APN 8534-001-123), 708 AMBRIZ STREET (APN 8534-001-124), 704 AMBRIZ STREET (APN 8534-001-125), 700 AMBRIZ STREET (APN 8534-001-126), 2416 MOUNTAIN AVENUE (APN 8534-001-039), 2408 MOUNTAIN AVENUE (APN 8534-001-058), AND FIND THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA") PURSUANT TO CEQA GUIDELINES SECTION 15061(b)(3).

A. RECITALS.

(i) The City of Irwindale, 5050 Irwindale Avenue, Irwindale, CA 91706, acting as the Applicant, has initiated the request for a Zone Change (Zone Change No. 01-2024) to reconcile inconsistencies on the City's Zoning Map and make appropriate changes to support the highest and best use and modify the Zoning Map to reflect the updated zoning designations at the above referenced properties. (This Zone Change is being processed concurrently with General Plan Amendment No. 01-2024); and

(ii) Section 17.84 (Amendments) of the Irwindale Municipal Code allows for changes to the classification of property whenever the public interest and necessity so require; and

(iii) The Planning Commission has considered proposed Zone Change No. 01-2024, an amendment to the Zoning Map designation for fifty (50) parcels of land located at the above referenced locations; and

(iv) Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zone Change, by itself, will have a significant effect on the environment. However, any proposed physical development will undergo its own CEQA review when the entitlement is considered; and

(v) On May 2, 1967, the City Council conducted a duly noticed public hearing, as required by law, and approved Ordinance No. 195 to allow the rezoning of the properties located on Mountain Avenue and Ambriz Street (formerly known as Mountain Avenue). This changed the existing zoning designation to C-3 (Heavy Commercial-Residential); and

(vi) On June 20, 1967, the City Council conducted a duly noticed public hearing, as required by law, and approved Ordinance No. 200 to allow the rezoning of the properties located on Citrusview Avenue, Park Rose Avenue, Ruelas Street and Shrode Avenue and parcels outside of City boundaries. This changed the existing zoning designation from A-1 (Agricultural) to M-1 (Light Manufacturing); and

(vii) On July 9, 2019, Staff held two (2) separate Zone Change workshops at the Community Center; one (1) for residentially zoned properties and the other for commercially and industrially zoned properties; and

(viii) On August 31, 2022, Staff requested direction from the Planning Commission on the above referenced properties as well as Meridian Avenue, Ramona Boulevard (Vulcan Durbin Pit), Park Avenue, Calle Burrola, Fraijo Avenue, Nora Avenue and Las Lomas Road; and

(ix) On May 23, 2023, Staff sent out a general information letter to property owners who were currently impacted by the inconsistencies. The letter explained the City-initiated process and future public notification informing them about the City's next steps; and

(x) On April 4, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office) on April 4, 2024 and was also published in the newspaper on April 5, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting; and

(xi) On April 17, 2024, the Planning Commission conducted a duly noticed public hearing on the Zone Change at which time it received input from Staff and the City Attorney's Office, heard public testimony, and discussed the Proposed Project; and closed the public hearing and continued the item to the next regularly scheduled meeting of May 15, 2024; and

(xii) On April 18, 2024, the second public notice was mailed to property owners within 500 feet of the subject property and posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office). The second public notice was published in the newspaper on Monday, April 22, 2024. This timing met and exceeded the minimum public notification requirement of 10 days prior to meeting; and

(xiii) On May 15, 2024, the Planning Commission conducted a duly noticed public hearing, as required by law, regarding the proposed Zone Change to receive testimony and other evidence regarding the proposed Zone Change, including without limitation, information to the Planning Commission and City Staff; and

(xiv) On May 15, 2024 the Planning Commission adopted Resolution No. 822(24), recommending that the City Council approve the proposed Zone Changes to rezone the above referenced properties and rescind Ordinance Nos. 195 and 200; and

(xv) On May 30, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office) on May 30, 2024 and also published in the newspaper on May 31, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting; and

(xvi) On June 12, 2024, the City Council conducted a duly noticed public hearing, as required by law, on the Application and continued the item to the June 26, 2024 City Council meeting; and

(xvii) The City Council now desires to approve the Zone Change in order to further protect the public health, safety, and welfare of its residents; and

(xviii) The proposed Ordinance is consistent with and will implement the City's vision, goals, and policies of the Irwindale 2020 General Plan; and

(xix) On June 26, 2024, the City Council conducted a duly noticed public hearing, as required by law, on the Application and adopted an Ordinance rescinding Ordinance Nos. 195 and 200, and approve the Zone Change, subject to the approval of a Resolution, which details the specific conditions under which the application is approved; and

(xx) All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE, HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

1. The City Council hereby specifically finds that all of the facts set forth in Recitals, Part A, of this Resolution are true and correct and incorporated herein by this reference.

2. Based upon substantial evidence presented to this City Council during the public hearing conducted with regard to the Application, including written staff reports, verbal testimony, and evidence in the City's record for the project, this City Council hereby specifically finds as follows:

    a. The proposed Zone Changes from M-1 (Light Manufacturing) to R-1 (Single Family Residential), and C-3 (Heavy Commercial-Residential) to R-1 (Single Family Residential) are intended to encourage the highest and best use for the subject properties and is determined to be in the best interests and welfare of the City and its residents.

    b. The proposed Zone Changes are internally consistent with all other provisions of the General Plan. The Community Development Element of the General Plan promotes several policies that support the proposed entitlement. Community Development Element Policy 1 strives to preserve the overall mix of land uses and development in the community. Community Development Element Policy 3 seeks to ensure that the type, location, and intensity of all new development and intensified developments adhere to the requirements specified in its particular land use category. Community Development Element Policy 4 examines the future potential opportunities for residential development. Community Development Element Policy 5 promotes the comprehensive development consistent with the General Plan as

opposed to piecemeal and incremental planning. If adopted, the proposed Zone Change would implement the General Plan.

c. The proposed Zone Change will not be detrimental to the public interest, health safety, convenience, or welfare of the City. The purpose of the proposed Zone Change is to properly rezone existing parcels to appropriate zoning designations and remedying inconsistencies with previously adopted ordinances and inconsistencies with the General Plan. If adopted, the proposed changes to the Zoning Map will remedy the existing inconsistencies and non-conformities that were specifically caused by such. The maps will be updated to reflect the proposed changes.

d. The affected properties are physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle access, and public services and utilities and is served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate, to ensure that the proposed use(s) and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

3. Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the City Council determined that the Project qualifies for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zone Change, by itself, will have a significant effect on the environment.

4. Based upon substantial evidence and testimony received at public hearing and the findings and conclusions set forth hereinabove, the City Council hereby adopts and approves Zone Change No. 01-2024 to change the Zoning Map as shown in Exhibit G of “Attachment “C”.

5. The Chief Deputy City Clerk shall certify the adoption of this Resolution, which shall become effective immediately upon the effective date of Ordinance No. 780.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Irwindale this 26th day of June, 2024.

Albert F. Ambriz, Mayor

ATTEST:

Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Irwindale held on the 26th day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk

ATTACHMENT "B"

ORDINANCE NO. 780

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE RESCINDING ORDINANCE NO. 195 IN ITS ENTIRETY WHICH REZONED PROPERTIES LOCATED ON MOUNTAIN AVENUE AND AMBRIZ STREET (FORMERLY MOUNTAIN AVENUE) TO C-3 (HEAVY COMMERCIAL-RESIDENTIAL), AND RESCINDING ORDINANCE NO. 200 IN ITS ENTIRETY WHICH REZONED PROPERTIES LOCATED ON CITRUSVIEW AVENUE, PARK ROSE AVENUE AND RUELAS STREET TO M-2 (HEAVY MANUFACTURING), AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA") PURSUANT TO CEQA GUIDELINES SECTION 15061(b)(3).

WHEREAS, the City of Irwindale, 5050 Irwindale Avenue, Irwindale, CA 91706, acting as the Applicant, has initiated the request for Zone Change No. 01-2024 to reconcile inconsistencies on the City's Zoning Map and make appropriate changes to support the highest and best use and modify the Zoning Map to reflect the updated zoning designations at the above referenced properties; and

WHEREAS, Section 17.84 (Amendments) of the Irwindale Municipal Code allows for changes to the classification of property whenever the public interest and necessity so require; and

WHEREAS, the City Council finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zone Change, by itself, will have a significant effect on the environment. However, any proposed physical development will undergo its own CEQA review when the entitlement is considered; and

WHEREAS, on May 2, 1967, the City Council conducted a duly noticed public hearing, as required by law, and approved Ordinance No. 195 to allow the rezoning of the properties located on Mountain Avenue and Ambriz Street (formerly known as Mountain Avenue). This changed the existing zoning designation to C-3 (Heavy Commercial-Residential); and

WHEREAS, on June 20, 1967, the City Council conducted a duly noticed public hearing, as required by law, and approved Ordinance No. 200 to allow the rezoning of the properties located on Citrusview Avenue, Park Rose Avenue, Ruelas Street and Shrode Avenue and parcels outside of City boundaries. This changed the existing zoning designation from A-1 (Agricultural) to M-1 (Light Manufacturing); and

WHEREAS, on July 9, 2019, Staff held two (2) separate Zone Change workshops at the Community Center; one (1) for residentially zoned properties and the other for commercially and industrially zoned properties; and

WHEREAS, on August 31, 2022, Staff requested direction from the Planning Commission on the above referenced properties as well as Meridian Avenue, Ramona Boulevard (Vulcan Durbin Pit), Park Avenue, Calle Burrola, Fraijo Avenue, Nora Avenue and Las Lomas Road; and

WHEREAS, on May 23, 2023, Staff sent out a general information letter to property owners who were currently impacted by the inconsistencies. The letter explained the City-initiated process and future public notification informing them about the City's next steps; and

WHEREAS, on April 4, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office) on April 4, 2024 and was also published in the newspaper on April 5, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting; and

WHEREAS, on April 17, 2024, the Planning Commission heard the proposed Zone Change item at which time it received input from Staff and the City Attorney's Office, heard public testimony, and discussed the Proposed Project; and closed the public hearing and continued the item to the May 15, 2024 Planning Commission meeting. The Planning Commission directed staff to re-notice the continued meeting; and

WHEREAS, on April 18, 2024, the second public notice was mailed to property owners within 500 feet of the subject property and posted in the four (4) designated public places (City Hall, Community Development Department, Library and Post Office). The second public notice was published in the newspaper on Monday, April 22, 2024. This timing met and exceeded the minimum public notification requirement of 10 days prior to meeting; and

WHEREAS, on May 15, 2024, the Planning Commission conducted a duly noticed public hearing, as required by law, regarding the proposed Zone Change to receive testimony and other evidence regarding the proposed Zone Change, including without limitation, information to the Planning Commission and City Staff; and

WHEREAS, on May 15, 2024 the Planning Commission adopted Resolution No. 822(24), recommending that the City Council approve the proposed Zone Changes to rezone the above referenced properties and rescind Ordinance Nos. 195 and 200; and

WHEREAS, on May 30, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was posted in the four (4) designated public places (City Hall, Community Development Department, Library

and Post Office) on May 30, 2024 and also published in the newspaper on May 31, 2024. This timing met the minimum public notification requirement of 10 days prior to the meeting; and

WHEREAS, on June 12, 2024, the City Council conducted a duly noticed public hearing, as required by law, on the Application and continued the item to the June 26, 2024 City Council meeting; and

WHEREAS, the City Council now desires to approve the Zone Change in order to further protect the public health, safety, and welfare of its residents; and

WHEREAS, the proposed Ordinance is consistent with and will implement the City's vision, goals, and policies of the Irwindale 2020 General Plan; and

WHEREAS, on June 26, 2024, the City Council conducted a duly noticed public hearing, as required by law, on the Application and approved the Zone Change, subject to the approval of this Ordinance; and

WHEREAS, all legal prerequisites for the adoption of this Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. That the recitals in this Ordinance are true and correct and are incorporated herein by reference.

SECTION 2. Ordinance No. 195, which rezoned properties on Mountain Avenue and Ambriz Street (formerly Mountain Avenue) to C-3 (Heavy Commercial-Residential) is hereby rescinded in its entirety.

SECTION 3. Ordinance No. 200, which rezoned properties located on Citrusview Avenue, Park Rose Avenue, and Ruelas Street to M-2 (Heavy Manufacturing), is hereby rescinded in its entirety.

SECTION 4. The City Council hereby finds and determines based on the independent judgment of the City Council, after consideration of the whole of the administrative record, that this Zone Change and Ordinance are exempt from the California Environmental Quality Act ("CEQA") pursuant to the State CEQA Guidelines Sections 15061(b)(3) on the grounds that it can be seen with certainty that the activity in question will have no significant effect on the environment.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance, and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more

sections, subsections, sentences, clauses, or phrases be declared unconstitutional due to the writs of mandate issued by the Court.

SECTION 5. The Mayor shall sign this Ordinance and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in this regard, and this Ordinance shall take effect 30 days after its final passage. City staff are directed and authorized to inform and educate the public regarding the adoption of this Ordinance prior to it taking effect.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Irwindale this 10th day of July, 2024.

_____
Albert F. Ambriz, Mayor

ATTEST:

_____
Laura M. Nieto, MMC
Chief Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale do hereby certify that the foregoing Ordinance No. 780 was introduced for first reading at a regular meeting of the City Council of the City of Irwindale held on June 26, 2024, and duly adopted at a regular meeting of the City Council of the City of Irwindale held on July 10, 2024, and was carried by the following-roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk

AFFIDAVIT OF POSTING

I, Laura M. Nieto, MMC, Chief Deputy City Clerk, certify that I caused a copy of Ordinance No. 780 adopted by the City Council of the City of Irwindale at its regular meeting held July 10, 2024, to be posted at the City Hall, Library, and Post Office on July 11, 2024.

Dated:

Laura M. Nieto, MMC
Chief Deputy City Clerk

CITY OF IRWINDALE
PLANNING COMMISSION STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

Date: May 15, 2024 **Agenda Item No. 4-A**

To: Honorable Chair and Members of the Planning Commission

From: Marilyn Simpson, AICP, Community Development Director

Project Planner: Brandi Jones, Senior Planner

Project: Zone Change No. 01-2024
General Plan Amendment (Map) No. 01-2024
Rezoning of select properties from M-1 (Light Manufacturing) and C-3 (Heavy Commercial-Residential) zone to R-1 (Single Family Residential) and rezoning of select properties from Q (Quarry Overlay) to M-2 (Heavy Manufacturing). Revision of the General Plan Map to change the existing General Plan designation of select properties from Regional Commercial to Industrial/Business Park.

Applicant: City of Irwindale

Property Owners: Various

Project Locations: **MERIDIAN STREET –** 730 Meridian Street (APN 8534-001-004), 716 Meridian Street (APN 8534-001-025), 714 Meridian Street (APN 8534-001-026), 740 Meridian Street (APN 8534-001-057), 726 Meridian Street (APN 8534-001-109);

SHRODE AVENUE – 737 Shrode Avenue (APN 8534-001-013), 731 Shrode Avenue (APN 8534-001-014), 727 Shrode Avenue (APN 8534-001-015);

CITRUSVIEW AVENUE – 2419 Citrusview Avenue (APN 8534-001-053), 2425 Citrusview Avenue (APN 8534-001-054), 2424 Citrusview Avenue (APN 8534-001-055), 2412 Citrusview Avenue (APN 8534-001-056);

PARK ROSE AVENUE – (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 Park Rose Avenue (APN 8534-001-093), 2436 Park Rose Avenue (APN 8534-001-096), 2448 Park Rose Avenue (APN 8534-001-097), 2449 Park Rose Avenue (APN 8534-001-098), 2437 Park Rose Avenue (APN 8534-001-099), 2402 Park Rose Avenue

(APN 8534-001-106), 2408 Park Rose Avenue (APN 8534-001-107), 2424 Park Rose Avenue (APNS 8534-001-115, 8534-001-116);

RUELAS STREET – 2400 Ruelas Street (APN 8534-001-072), 2416 Ruelas Street (APN 8534-001-075), 2440 Ruelas Street (APN 8534-001-078), 2446 Ruelas Street (APN 8534-001-079), 2447 Ruelas Street (APN 8534-001-080), 2439 Ruelas Street (APN 8534-001-081), 2415 Ruelas Street (APN 8534-001-084), 2406 Ruelas Street (APN 8534-001-102), 2409 Ruelas Street (APN 8534-001-104), 2401 Ruelas Street (APN 8534-001-105), 2426 Ruelas Street (APNS 8534-001-111, 8534-001-112), 2425 Ruelas Street (APNS 8534-001-113, 8534-001-114).

AMBRIZ STREET – 701 Ambriz Street (APN 8534-001-120), 705 Ambriz Street (APN 8534-001-121), 709 Ambriz Street (APN 8534-001-122), 713 Ambriz Street (APN 8534-001-123), 708 Ambriz Street (APN 8534-001-124), 704 Ambriz Street (APN 8534-001-125), 700 Ambriz Street (APN 8534-001-126);

MOUNTAIN AVENUE – 2416 Mountain Avenue (APN 8534-001-039), 2408 Mountain Avenue (APN 8534-001-058).

BUENA VISTA STREET – (APN 8533-015-901), 2381 Buena Vista Street (APN 8533-015-014), 2381 Buena Vista Street (APN 8533-015-015).

LIVE OAK LANE – (APN 8532-002-015), (APN 8532-002-016), (APN 8532-002-021), (APN 8532-002-022), (APN 8532-002-023), (APN 8532-002-024), (APN 8532-002-027), (APN 8532-002-800), (APN 8532-002-801), (APN 8532-002-900), (APN 8532-002-901), (APN 8533-002-800), 13631 Live Oak Lane (APN 8532-002-017), 13643 Live Oak Lane (APN 8532-002-029), 13644 Live Oak Lane (APN 8532-002-040), 13645 Live Oak Lane (APN 8532-002-030), 13646 Live Oak Lane (APN 8532-002-043), 13649 Live Oak Lane (APN 8532-002-020), 13651 Live Oak Lane (APN 8532-002-019), 13654 Live Oak Lane (APN 8532-002-036);

ARROW HIGHWAY – 1400 Arrow Highway (APN 8532-002-009), 1438 Arrow Highway (APN 8532-002-028), 1580 Arrow Highway (APN 8532-002-012), 1600 Arrow Highway (APN 8532-002-005).

Staff Recommendation: That the Planning Commission adopt Resolution No. 822(24) recommending that the City Council adopt 1) Zone Change No. 01-2024, to rezone select parcels on Meridian Street, Shrode Avenue, Citrusview Avenue, Park Rose Avenue, Ruelas Street, Ambriz Street, Mountain Avenue from M-1 (Light Manufacturing) and C-3 (Heavy Commercial-Residential) zone to R-1 (Single Family Residential), rezoning of select properties from Q (Quarry Overlay) to M-2 (Heavy Manufacturing); and 2) adopt Resolution No. 823(24) recommending that the City Council approve General Plan Amendment No. 01-

2024 to revise the General Plan Map to change the existing General Plan designation of select properties on Live Oak Lane and Arrow Highway from Regional Commercial to Industrial/Business Park.

REQUEST
The City-initiated proposal will revise the General Plan and Zoning Maps to reconcile inconsistencies and make appropriate changes to support the highest and best uses.

BACKGROUND/HISTORY
On April 17, 2024, the Planning Commission continued the item to the next regularly scheduled meeting of May 15, 2024, and directed staff to re-notice the item. The continuance allowed the affected property owners and the public additional notice and time to review the proposed project.

The Irwindale General Plan serves as the blueprint for future planning and development in the City. It indicates the City‘s vision for the future through the policies and plans that are designed to shape the physical development of the community. This General Plan acknowledges the City’s previous planning efforts, the established land use patterns in the community, and adopted development policy. The Zoning Code, Map, and related zoning designations, are required to be consistent with the General Plan. Staff proposes to update the Zoning and General Plan Maps for consistency between the appropriate classifications.

Due to inconsistencies throughout the City, there are multiple non-conforming uses. The existing non-conformities limit the highest and best uses of the properties because of limitations on expansion/intensification for their zone. These impact properties zoned for industrial, commercial and residential. For example, the inconsistency would hinder residential improvements such as the ability to increase square footage for additions and Accessary Dwelling Units (ADU) conversions. For commercial and industrial businesses, the non-conformity hinders business growth with respect to increased square footage or scope of business operations.

This issue was discovered during a zoning map “clean-up” in November 2018. Since then, Planning Staff has received multiple applications that require General Plan Amendments. Zoning is one of the primary means of implementing the General Plan. The success of a General Plan rests upon the effectiveness of the Zoning Code and Map. Additionally, there should be consistency between the General Plan and Zoning as a common-sense approach to planning and transparency.

STATE LAW
Senate Bill (SB) 9 (Chapter 162, Statutes of 2021) requires ministerial approval of a housing development with no more than two primary units in a single-family zone, the subdivision of a parcel in a single-family zone into two parcels, or both. SB 9 facilitates the creation of up to four housing units in the lot area typically used for one single-family home. The parcel that will contain the proposed housing development or that will be subject to the lot split must be located in a single-family residential zone. Parcels located in multifamily residential,

commercial, agricultural, mixed-use zones, etc., are not subject to SB 9 mandates even if they allow single-family residential uses as a permitted use.[1]

TIMELINE

On July 9, 2019, Staff held two (2) separate zone change workshops at the Community Center; one (1) for residentially zoned properties and the other for commercially and industrially zoned properties.

On August 31, 2022, Staff requested direction from the Planning Commission on the above referenced properties as well as Meridian Avenue, Ramona Boulevard (Vulcan Durbin Pit), Park Avenue, Calle Burrola, Fraijo Avenue, Nora Avenue and Las Lomas Road.

On May 23, 2023, Staff sent out a general information letter to property owners who were currently impacted by the inconsistencies. The letter explained the City-initiated process and future public notification informing them about the City's next steps.

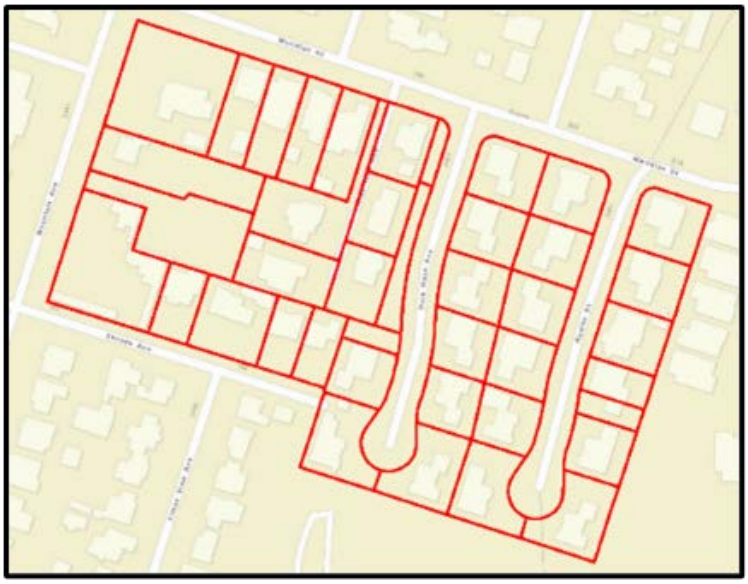
On April 4, 2024, the property owners and property owners within 500 feet of the subject properties were notified by mail. The public notice was also published in the newspaper the next day. This timing met the minimum public notification requirement of 10 days prior to the meeting.

On April 15, 2024, the Planning Commission heard the proposed Zone Change and General Plan Amendment item and continued the item to the May 15, 2024 Planning Commission meeting. The Planning Commission directed staff to re-notice the continued meeting.

On April 18, 2024, the second public notice was mailed to property owners within 500 feet of the subject property. The second public notice was published in the newspaper on Friday, April 19, 2024. This timing met and exceeded the minimum public notification requirement of 10 days prior to meeting.

[1] California Department of Housing and Community Development – Housing Policy Development Division. SB 9 Fact Sheet On the Implementation of Senate Bill 9 (Chapter 162, Statutes of 2021). March 2022. https://www.hcd.ca.gov/docs/planning-and-community-development/sb9factsheet.pdf

LOCATIONS AND SITE HISTORY



PROPOSED ZONE CHANGE NO. 01-2024 TO 1) REZONE PARCELS FROM M-1 (LIGHT MANUFACTURING) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT:

MERIDIAN STREET – 730 Meridian Street (APN 8534-001-004), 716 Meridian Street (APN 8534-001-025), 714 Meridian Street (APN 8534-001-026), 740 Meridian Street (APN 8534-001-057), 726 Meridian Street (APN 8534-001-109);

SHRODE AVENUE – 737 Shrode Avenue (APN 8534-001-013), 731 Shrode Avenue (APN 8534-001-014), 727 Shrode Avenue (APN 8534-001-015);

CITRUSVIEW AVENUE – 2419 Citrusview Avenue (APN 8534-001-053), 2425 Citrusview Avenue (APN 8534-001-054), 2424 Citrusview Avenue (APN 8534-001-055), 2412 Citrusview Avenue (APN 8534-001-056);

PARK ROSE AVENUE – (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 Park Rose Avenue (APN 8534-001-093), 2436 Park Rose Avenue (APN 8534-001-096), 2448 Park Rose Avenue (APN 8534-001-097), 2449 Park Rose Avenue (APN 8534-001-098), 2437 Park Rose Avenue (APN 8534-001-099), 2402 Park Rose Avenue (APN 8534-001-106), 2408 Park Rose Avenue (APN 8534-001-107), 2424 Park Rose Avenue (APNS 8534-001-115, 8534-001-116);

RUELAS STREET – 2400 Ruelas Street (APN 8534-001-072), 2416 Ruelas Street (APN 8534-001-075), 2440 Ruelas Street (APN 8534-001-078), 2446 Ruelas Street (APN 8534-001-079), 2447 Ruelas Street (APN 8534-001-080), 2439 Ruelas Street (APN 8534-001-081), 2415 Ruelas Street (APN 8534-001-084), 2406 Ruelas Street (APN 8534-001-102), 2409 Ruelas Street (APN 8534-001-104), 2401 Ruelas Street (APN 8534-001-105), 2426 Ruelas Street (APNS 8534-001-111, 8534-001-112), 2425 Ruelas Street (APNS 8534-001-113, 8534-001-114).

All of the properties listed are currently developed as single-family residential properties, and the General Plan designates these properties as Residential. However, on June 20, 1967, the City Council approved Ordinance No. 200 to allow the rezoning of the properties located on Citrusview Avenue, Park Rose Avenue, Ruelas Street and Shrode Avenue and parcels outside of City boundaries. This changed the existing zoning designation from A-1 (Agricultural) to M-1 (Light Manufacturing). Although the Ordinance memorialized the change, the City's Zoning Map was not updated. As a result, the residential developments were approved based on the previous A-1 (Agricultural) designation allowing single-family residential use. Thus, all of the current residential development is considered legally non-conforming because it is a residential use in an M-1 (Light Manufacturing) zone. This hinders improvements such as the ability the increase square footage and compliance with recent State legislation allowing Accessary Dwelling Units (ADU) conversions and small lot subdivisions. The proposed Zone Change from M-1 (Light Manufacturing) to R-1 (Single-Family Residential) would be consistent with current use and the existing Residential General Plan designation.

REZONE PARCELS FROM C-3 (HEAVY COMMERCIAL-RESIDENTIAL) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT:

AMBRIZ STREET – 701 Ambriz Street (APN 8534-001-120), 705 Ambriz Street (APN 8534-001-121), 709 Ambriz Street (APN 8534-001-122), 713 Ambriz Street (APN 8534-001-123), 708 Ambriz Street (APN 8534-001-124), 704 Ambriz Street (APN 8534-001-125), 700 Ambriz Street (APN 8534-001-126);

MOUNTAIN AVENUE – 2416 Mountain Avenue (APN 8534-001-039), 2408 Mountain Avenue (APN 8534-001-058).

On May 2, 1967, the City Council approved Ordinance No. 195 to allow the rezoning of the properties located on Mountain Avenue and Ambriz Street (formerly known as Mountain Avenue). This changed the existing zoning designation to C-3 (Heavy Commercial-Residential). Although single family residential units are permitted in this zone, there are limitations due to recent State legislature regarding housing. These residential parcels also are not able to utilize the latest housing legislature to build additional units, convert existing square footage or subdivide the property. The proposed Zone Change from C-3 (Heavy Commercial-Residential) to R-1 (Single-Family Residential) would be consistent with current use and the existing Residential General Plan designation.

REZONE PARCELS FROM Q (QUARRY OVERLAY) TO M-2 (HEAVY MANUFACTURING) ZONE LOCATED AT:

BUENA VISTA STREET – (APN 8533-015-901), 2381 Buena Vista Street (APN 8533-015-014), 2381 Buena Vista Street (APN 8533-015-015).

On July 2, 1968, the City Council approved Ordinance No. 220 to allow the rezoning of the properties located on Bueno Rio Drive – Buena Vista Street, east of Tifal Avenue (now known as Miguel Miranda Avenue). This changed the existing zoning designation from Q (Quarry Overlay) to M-2 (Heavy Manufacturing). The remaining parcels are not part of the adjacent mining operation to the north and are currently developed with an existing business park and associated parking. Although the Q (Quarry) zone does allow for uses that are first permitted in the M-2 (Heavy Manufacturing) zone, some outdoor uses are considered heavy and counter to the City's desired development for that area. Since the General Plan designation is Industrial/Business Park, the most appropriate zone would be M-2 (Heavy Manufacturing).

PROPOSED GENERAL PLAN AMENDMENT NO. 01-2024 TO CHANGE THE EXISTING GENERAL PLAN DESIGNATION FROM REGIONAL COMMERCIAL TO INDUSTRIAL/BUSINESS PARK FOR PARCELS LOCATED AT:

LIVE OAK LANE – (APN 8532-002-015), (APN 8532-002-016), (APN 8532-002-021), (APN 8532-002-022), (APN 8532-002-023), (APN 8532-002-024), (APN 8532-002-027), (APN 8532-002-800), (APN 8532-002-801), (APN 8532-002-900), (APN 8532-002-901), (APN 8533-002-800), 13631 Live Oak Lane (APN 8532-002-017), 13643 Live Oak Lane (APN 8532-002-029), 13644 Live Oak Lane (APN 8532-002-040), 13645 Live Oak Lane (APN 8532-002-030), 13646 Live Oak Lane (APN 8532-002-043), 13649 Live Oak Lane (APN 8532-002-020), 13651 Live Oak Lane (APN 8532-002-019), 13654 Live Oak Lane (APN 8532-002-036);

ARROW HIGHWAY – 1400 Arrow Highway (APN 8532-002-009), 1438 Arrow Highway (APN 8532-002-028), 1580 Arrow Highway (APN 8532-002-012), 1600 Arrow Highway (APN 8532-002-005).

The General Plan, adopted in 2008, designated a large area as Regional Commercial. This area encompassed all of the properties on Live Oak Lane as well as the properties along the south side of Arrow Highway, east of the I-605 westerly to the San Gabriel River. The General Plan called for the creation of a new zoning district that was compatible with Regional Commercial, but it was never created. The majority of the current uses are non-conforming due to the inconsistency between the Zoning and General Plan. In the past, to accommodate for the inconsistency, Staff brought forth entitlements with sunset clauses that would still allow the properties to expand until there was a resolution in consistency. In order to eliminate the inconsistencies and costly and time-consuming process of yearly Conditional Use Permit applications for some of these businesses, changing the General Plan to Industrial/Business Park would resolve the issue. The parcels on Live Oak Lane and Arrow Highway, which are consistent with permitted and conditionally permitted industrial uses, would be changed to the Industrial/Business Park General Plan designation.

GENERAL PLAN AND ZONING
A recommendation for approval of a General Plan Amendment is required to be made by the affirmative vote of not less than a majority of the total membership of the Planning Commission. The proposed changes to the General Plan and Zoning Maps will remedy the existing inconsistencies and non-conformities. The maps will be updated to reflect the proposed changes. The proposed Zone Change will supersede the changes adopted by Ordinance Nos. 195, 200, and the specific properties identified in Ordinance No. 220.

ENVIRONMENTAL REVIEW
Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a general rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the General Plan Amendment or Zone Change, by themselves, will have a significant effect on the environment. However, any proposed physical development will undergo its own CEQA review when the entitlement is considered.

CONCLUSION/RECOMMENDATION
Staff recommends that the Planning Commission take the following action:

1. Adopt Resolution No. 822(24) recommending that the City Council approve Zone Change No. 01-2024
2. Adopt Resolution No. 823(24) recommending that the City Council approve General Plan Amendment No. 01-2024

<u>Alternative Actions:</u>

3. Request that Staff prepare a resolution of denial based on recommended findings of fact to be brought back at the next regularly Planning Commission meeting for adoption; OR

4. Request that Staff revise the project and continue the hearing to a date certain.

ATTACHMENTS:
Exhibit A: Resolution No. 822(24)
Exhibit B: Resolution No. 823(24)
Exhibit C-1: Existing and Proposed Zoning Map (Westside Irwindale Neighborhoods)
Exhibit C-2: Existing and Proposed Zoning Map (Buena Vista Street)
Exhibit D: Existing and Proposed General Plan Map (Live Oak Lane/Arrow Highway)
Exhibit E: Ordinance No. 195
Exhibit F: Ordinance No. 200
Exhibit G: Ordinance No. 220
Exhibit H: Resolution No. 58(66)
Exhibit I: January 17, 1967 City Council Meeting Minutes
Exhibit J: SB 9 Fact Sheet

EXHIBIT "A"

RESOLUTION NO. 822(24)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPT A ZONE CHANGE NO. 01-2024 AND MODIFY THE CITY OF IRWINDALE ZONING MAP TO 1) REZONE PARCELS FROM M-1 (LIGHT MANUFACTURING) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT: 730 MERIDIAN STREET (APN 8534-001-004), 716 MERIDIAN STREET (APN 8534-001-025), 714 MERIDIAN STREET (APN 8534-001-026), 740 MERIDIAN STREET (APN 8534-001-057), 726 MERIDIAN STREET (APN 8534-001-109), 737 SHRODE AVENUE (APN 8534-001-013), 731 SHRODE AVENUE (APN 8534-001-014), 727 SHRODE AVENUE (APN 8534-001-015), 2419 CITRUSVIEW AVENUE (APN 8534-001-053), 2425 CITRUSVIEW AVENUE (APN 8534-001-054), 2424 CITRUSVIEW AVENUE (APN 8534-001-055), 2412 CITRUSVIEW AVENUE (APN 8534-001-056), (APN 8534-001-952), (APN 8534-001-953), (APN 8534-001-954), 2414 PARK ROSE AVENUE (APN 8534-001-093), 2436 PARK ROSE AVENUE (APN 8534-001-096), 2448 PARK ROSE AVENUE (APN 8534-001-097), 2449 PARK ROSE AVENUE (APN 8534-001-098), 2437 PARK ROSE AVENUE (APN 8534-001-099), 2402 PARK ROSE AVENUE (APN 8534-001-106), 2408 PARK ROSE AVENUE (APN 8534-001-107), 2424 PARK ROSE AVENUE (APNS 8534-001-115, 8534-001-116), 2400 RUELAS STREET (APN 8534-001-072), 2416 RUELAS STREET (APN 8534-001-075), 2440 RUELAS STREET (APN 8534-001-078), 2446 RUELAS STREET (APN 8534-001-079), 2447 RUELAS STREET (APN 8534-001-080), 2439 RUELAS STREET (APN 8534-001-081), 2415 RUELAS STREET (APN 8534-001-084), 2406 RUELAS STREET (APN 8534-001-102), 2409 RUELAS STREET (APN 8534-001-104), 2401 RUELAS STREET (APN 8534-001-105), 2426 RUELAS STREET (APNS 8534-001-111, 8534-001-112), 2425 RUELAS STREET (APNS 8534-001-113, 8534-001-114); 2) REZONE PARCELS FROM C-3 (HEAVY COMMERCIAL-RESIDENTIAL) ZONE TO R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE LOCATED AT: 701 AMBRIZ STREET (APN 8534-001-120), 705 AMBRIZ STREET (APN 8534-001-121), 709 AMBRIZ STREET (APN 8534-001-122), 713 AMBRIZ STREET (APN 8534-001-123), 708 AMBRIZ STREET (APN 8534-001-124), 704 AMBRIZ STREET (APN 8534-001-125), 700 AMBRIZ STREET (APN 8534-001-126), 2416 MOUNTAIN AVENUE (APN 8534-001-039), 2408 MOUNTAIN AVENUE (APN 8534-001-058); 3) REZONE PARCELS FROM Q (QUARRY OVERLAY) TO M-2 (HEAVY MANUFACTURING) ZONE LOCATED AT: (APN 8533-015-901), 2381 BUENA VISTA STREET (APN 8533-015-014), 2381 BUENA VISTA STREET (APN 8533-015-015), AND FIND THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA") PURSUANT TO CEQA GUIDELINES SECTION 15061(b)(3).

A. RECITALS.

(i) The City of Irwindale, 5050 Irwindale Avenue, Irwindale, CA 91706, acting as the Applicant, has initiated the request for a Zone Change (Zone Change No. 01-2024) to reconcile inconsistencies on the City's Zoning Map and make appropriate changes to support the highest and best use and modify the Zoning Map to reflect the updated zoning designations at the above referenced properties. (This Zone Change is being processed concurrently with General Plan Amendment No. 01-2024); and

(ii) Section 17.84 (Amendments) of the Irwindale Municipal Code allows for changes to the classification of property whenever the public interest and necessity so require; and

(iii) The Planning Commission has considered proposed Zone Change No. 01-2024, an amendment to the Zoning Map designation for fifty (50) parcels of land located at the above referenced locations; and

(iv) Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zone Change, by itself, will have a significant effect on the environment. However, any proposed physical development will undergo its own CEQA review when the entitlement is considered; and

(v) On April 17, 2024, the Planning Commission conducted a duly noticed public hearing on the Zone Change at which time it received input from Staff and the City Attorney's Office, heard public testimony, and discussed the Proposed Project; and closed the public hearing and continued the item to the next regularly scheduled meeting of May 15, 2024.

(vi) On May 15, 2024, the Planning Commission conducted a duly noticed public hearing, as required by law, on the Application and recommended that the City Council adopt an Ordinance rescinding Ordinance Nos. 195, 200, and 220, and approve the Zone Change, subject to the approval of a Resolution, which details the specific conditions under which the application is approved.

(vii) All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION.

NOW, THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Irwindale as follows:

1. The Planning Commission hereby specifically finds that all of the facts set forth in Recitals, Part A, of this Resolution are true and correct and incorporated herein by this reference.

2. Based upon substantial evidence presented to this Planning Commission during the public hearing conducted with regard to the Application, including written staff reports, verbal testimony, and evidence in the City's record for the project, this Planning Commission hereby specifically finds as follows:

    a. The proposed Zone Changes from M-1 (Light Manufacturing) to R-1 (Single Family Residential), C-3 (Heavy Commercial-Residential) to R-1 (Single Family Residential) and Q (Quarry Overlay) to M-2 (Heavy Manufacturing)

are intended to encourage the highest and best use for the subject properties and is determined to be in the best interests and welfare of the City and its residents.

b. The proposed Zone Changes are internally consistent with all other provisions of the General Plan. The Community Development Element of the General Plan promotes several policies that support the proposed entitlement. Community Development Element Policy 1 strives to preserve the overall mix of land uses and development in the community. Community Development Element Policy 3 seeks to ensure that the type, location, and intensity of all new development and intensified developments adhere to the requirements specified in its particular land use category. Community Development Element Policy 4 examines the future potential opportunities for residential development. Community Development Element Policy 5 promotes the comprehensive development consistent with the General Plan as opposed to piecemeal and incremental planning. If adopted, the proposed Zone Change would implement the General Plan.

c. The proposed Zone Change will not be detrimental to the public interest, health safety, convenience, or welfare of the City. The purpose of the proposed Zone Change is to properly rezone existing parcels to appropriate zoning designations and remedying inconsistencies with previously adopted ordinances and inconsistencies with the General Plan. If adopted, the proposed changes to the Zoning Map will remedy the existing inconsistencies and non-conformities that were specifically caused by such. The maps will be updated to reflect the proposed changes.

d. The affected properties are physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle access, and public services and utilities and is served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate, to ensure that the proposed use(s) and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

3. Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Planning Commission recommends that the City Council determine that the Project qualifies for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the Zone Change, by itself, will have a significant effect on the environment.

4. Based upon substantial evidence and testimony received at public hearing and the findings and conclusions set forth hereinabove, the Planning Commission hereby recommends the City Council adopt an Ordinance rescinding Ordinance Nos. 195, 200, the specific properties identified in Ordinance No. 220, and adopt and approve

proposed Zone Change No. 01-2024 to change the Zoning Map as shown in attached “Exhibit G”.

The Secretary shall:

a. Certify to the adoption of this Resolution; and

b. Forthwith transmit a certified copy of this Resolution, by certified mail, to the Applicant at the address of record set forth in the Application.

ADOPTED AND APPROVED this 15th day of May 2024.

Maricela Frymark, Acting Chair
City of Irwindale Planning Commission

ATTEST:

Marilyn Simpson, AICP, Secretary

CITY OF IRWINDALE
COUNTY OF LOS ANGELES } ss.
STATE OF CALIFORNIA

I, Marilyn Simpson, AICP, Community Development Director of the City of Irwindale, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Irwindale held on the 15th day of May 2024, by the following vote:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

Marilyn Simpson, AICP, Secretary

EXHIBIT "B"

RESOLUTION NO. 823(24)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE RECOMMENDING THAT THE CITY COUNCIL OF IRWINDALE AMEND THE COMMUNITY DEVELOPMENT ELEMENT AND LAND USE PLAN MAP OF THE CITY'S GENERAL PLAN (GPA NO. 01-2024) FROM REGIONAL COMMERCIAL TO INDUSTRIAL/BUSINESS PARK PLAN FOR PARCELS LOCATED AT: (APN 8532-002-015), (APN 8532-002-016), (APN 8532-002-021), (APN 8532-002-022), (APN 8532-002-023), (APN 8532-002-024), (APN 8532-002-027), (APN 8532-002-800), (APN 8532-002-801), (APN 8532-002-900), (APN 8532-002-901), (APN 8533-002-800), 13631 LIVE OAK LANE (APN 8532-002-017), 13643 LIVE OAK LANE (APN 8532-002-029), 13644 LIVE OAK LANE (APN 8532-002-040), 13645 LIVE OAK LANE (APN 8532-002-030), 13646 LIVE OAK LANE (APN 8532-002-043), 13649 LIVE OAK LANE (APN 8532-002-020), 13651 LIVE OAK LANE (APN 8532-002-019), 13654 LIVE OAK LANE (APN 8532-002-036), 1400 ARROW HIGHWAY (APN 8532-002-009), 1438 ARROW HIGHWAY (APN 8532-002-028), 1580 ARROW HIGHWAY (APN 8532-002-012), 1600 ARROW HIGHWAY (APN 8532-002-005), AND FIND THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA") PURSUANT TO CEQA GUIDELINES SECTION 15061(b)(3).

A. RECITALS.

(i) The City of Irwindale, 5050 Irwindale Avenue, Irwindale, CA 91706, acting as the Applicant, has initiated the request for a General Plan Amendment (GPA No. 01-2024) to reconcile inconsistencies on the City's Zoning Map and make appropriate changes to support the highest and best use and modify the General Plan Map to remedy inconsistencies between the General Plan and Zoning Map at the above referenced properties. (This GPA is being processed concurrently with Zone Change No. 01-2024); and

(ii) The Planning Commission has considered proposed General Plan Amendment No. 01-2024, an amendment to the General Plan Map designation for twenty (20) parcels of land located at the above referenced locations; and

(iii) Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Project has been determined to qualify for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the General Plan Amendment, by itself, will have a significant effect on the environment. However, the proposed physical development will undergo its own CEQA review when the entitlement is considered; and

(iv) On April 17, 2024, the Planning Commission conducted a duly noticed public hearing on the General Plan Amendment at which time it received input from Staff and the City Attorney's Office, heard public testimony, and discussed the Proposed Project; and closed the public hearing and continued the item to the next regularly scheduled meeting of May 15, 2024.

(v) On May 15, 2024, the Planning Commission conducted a duly noticed public hearing, as required by law, on the Application and recommended that the City Council approve the General Plan Amendment, subject to the approval of a Resolution, which details the specific conditions under which the application is approved.

(vi) All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION.

NOW, THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Irwindale as follows:

1. The Planning Commission hereby specifically finds that all of the facts set forth in Recitals, Part A, of this Resolution are true and correct and are incorporated herein by this reference.

2. Based upon substantial evidence presented to this Planning Commission during the public hearing conducted with regard to the Application, including written staff reports, verbal testimony, and evidence in the City's record for the project, this Planning Commission hereby specifically finds as follows:

    a. The proposed General Plan Amendment from Regional Commercial to Industrial/Business Park is intended to encourage the highest and best use for the subject properties and is determined to be in the best interests and welfare of the City and its residents.

    b. The proposed General Plan Amendments are internally consistent with all other provisions of the General Plan. The Community Development Element of the General Plan promotes several policies that support the proposed entitlement. Community Development Element Policy 1 strives to preserve the overall mix of land uses and development in the community. Community Development Element Policy 3 seeks to ensure that the type, location, and intensity of all new development and intensified developments adhere to the requirements specified in its particular land use category. Community Development Element Policy 5 promotes the

comprehensive development consistent with the General Plan as opposed to piecemeal and incremental planning.

c. The proposed General Plan Amendment will not be detrimental to the public interest, health safety, convenience, or welfare of the City. The purpose of the proposed General Plan Amendment is to properly remedy inconsistencies with previously adopted ordinances and inconsistencies with the General Plan. If adopted, the proposed changes to the General Plan Map will remedy the existing inconsistencies and non-conformities that were specifically caused by such. The maps will be updated to reflect the proposed changes.

d. The affected properties are physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle access, and public services and utilities and is served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate, to ensure that the proposed use(s) and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

3. Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA) of 1970, as amended, and the City of Irwindale environmental guidelines, the Planning Commission recommends that the City Council determine that the Project qualifies for a General Rule exemption pursuant to CEQA Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the General Plan Amendment, by itself, will have a significant effect on the environment.

4. Based upon substantial evidence and testimony received at public hearing and the findings and conclusions set forth hereinabove, the Planning Commission hereby recommends the City Council adopt and approve proposed General Plan Amendment No. 01-2024 to change the General Plan Map as shown in attached “Exhibit G”.

The Secretary shall:

a. Certify to the adoption of this Resolution; and

b. Forthwith transmit a certified copy of this Resolution, by certified mail, to the Applicant at the address of record set forth in the Application.

ADOPTED AND APPROVED this 15th day of May 2024.

Maricela Frymark, Acting Chair
City of Irwindale Planning Commission

ATTEST:

Marilyn Simpson, AICP, Secretary

CITY OF IRWINDALE
COUNTY OF LOS ANGELES } ss.
STATE OF CALIFORNIA

I, Marilyn Simpson, AICP, Community Development Director of the City of Irwindale, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Irwindale held on the 15th day of May 2024, by the following vote:

AYES: COMMISSIONERS:

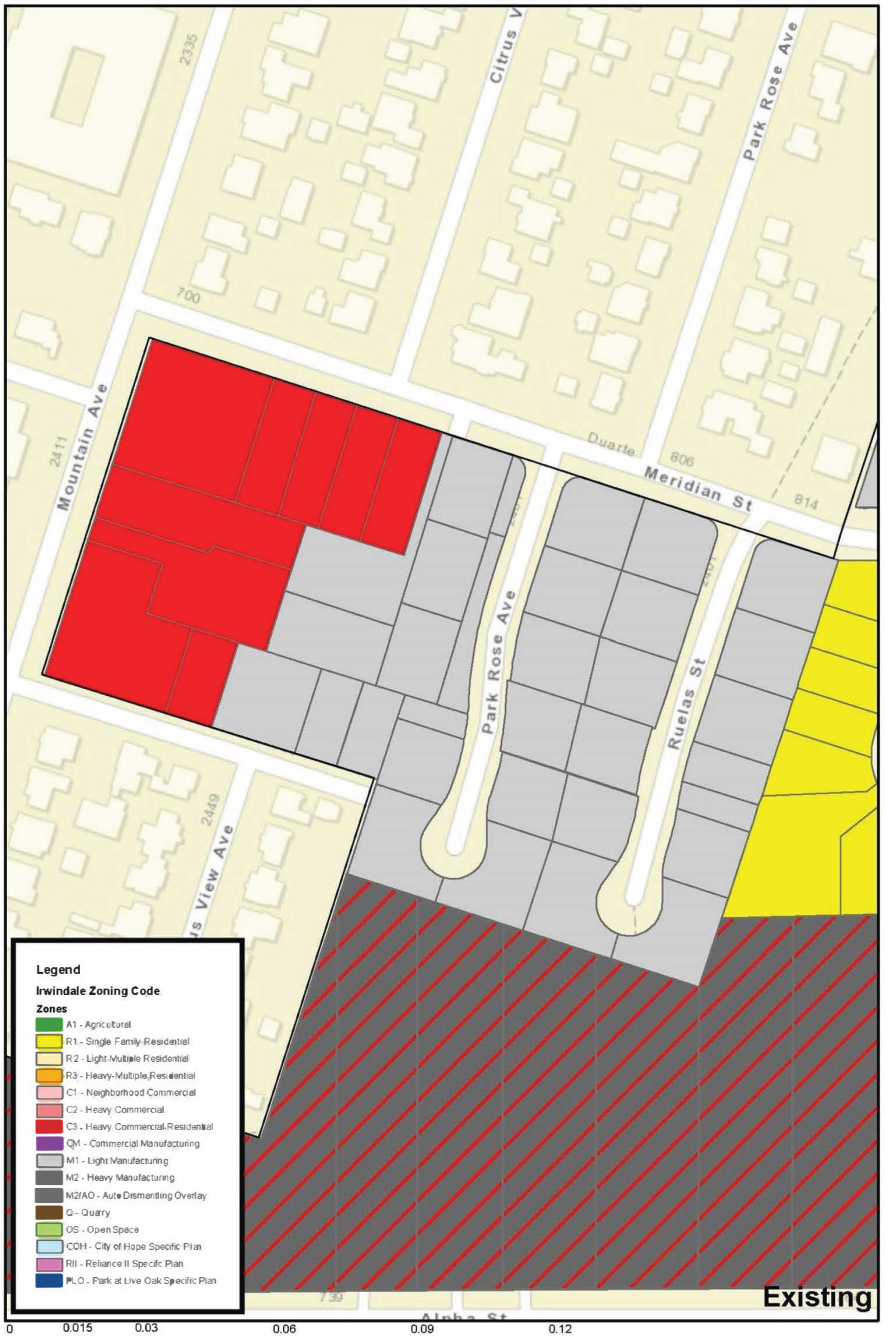
NOES: COMMISSIONERS:

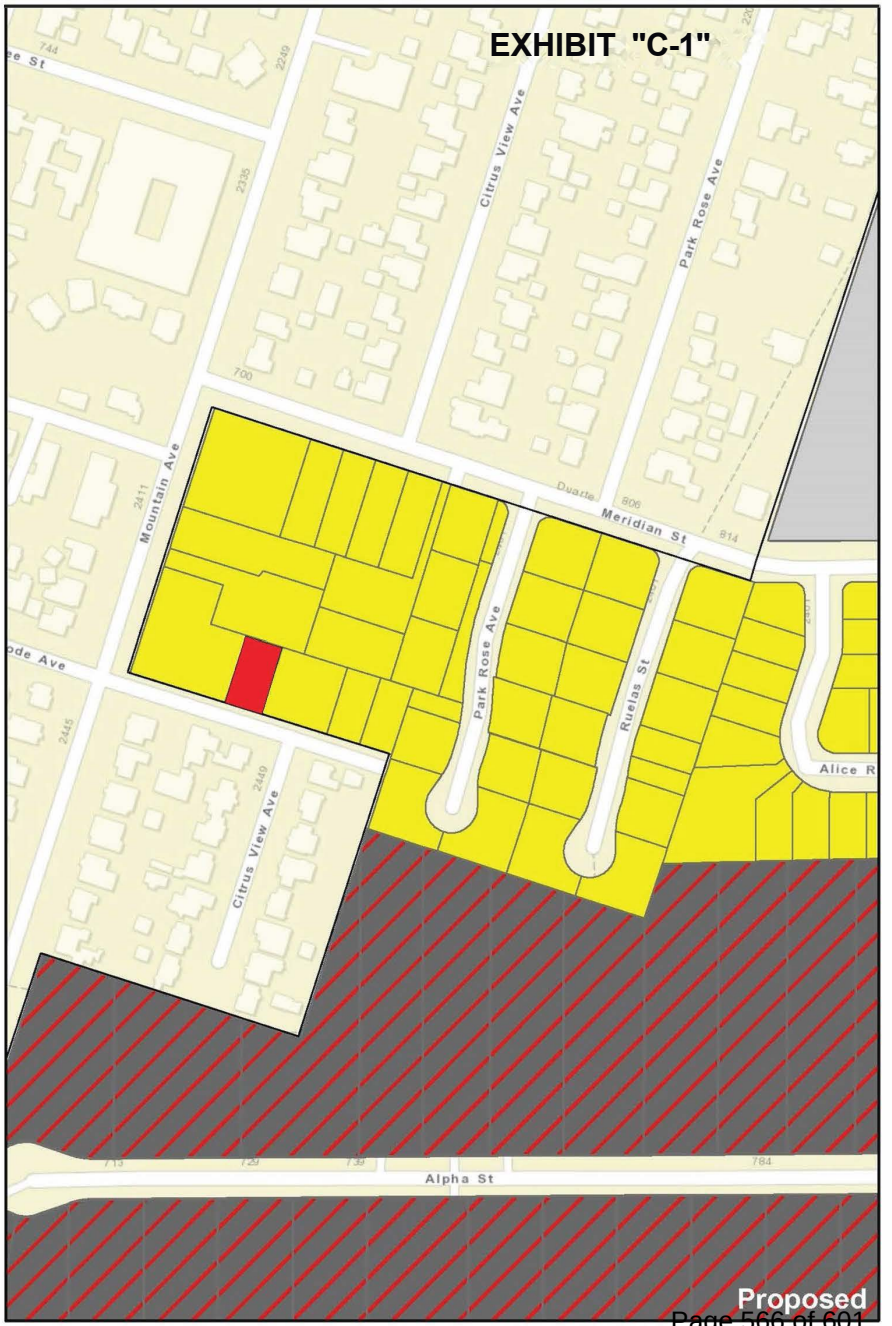
ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

Marilyn Simpson, AICP, Secretary

Citrus View Avenue, Meridian Street, Mountain Avenue, Park Rose Avenue, Ruelas Street, Shrode Avenue





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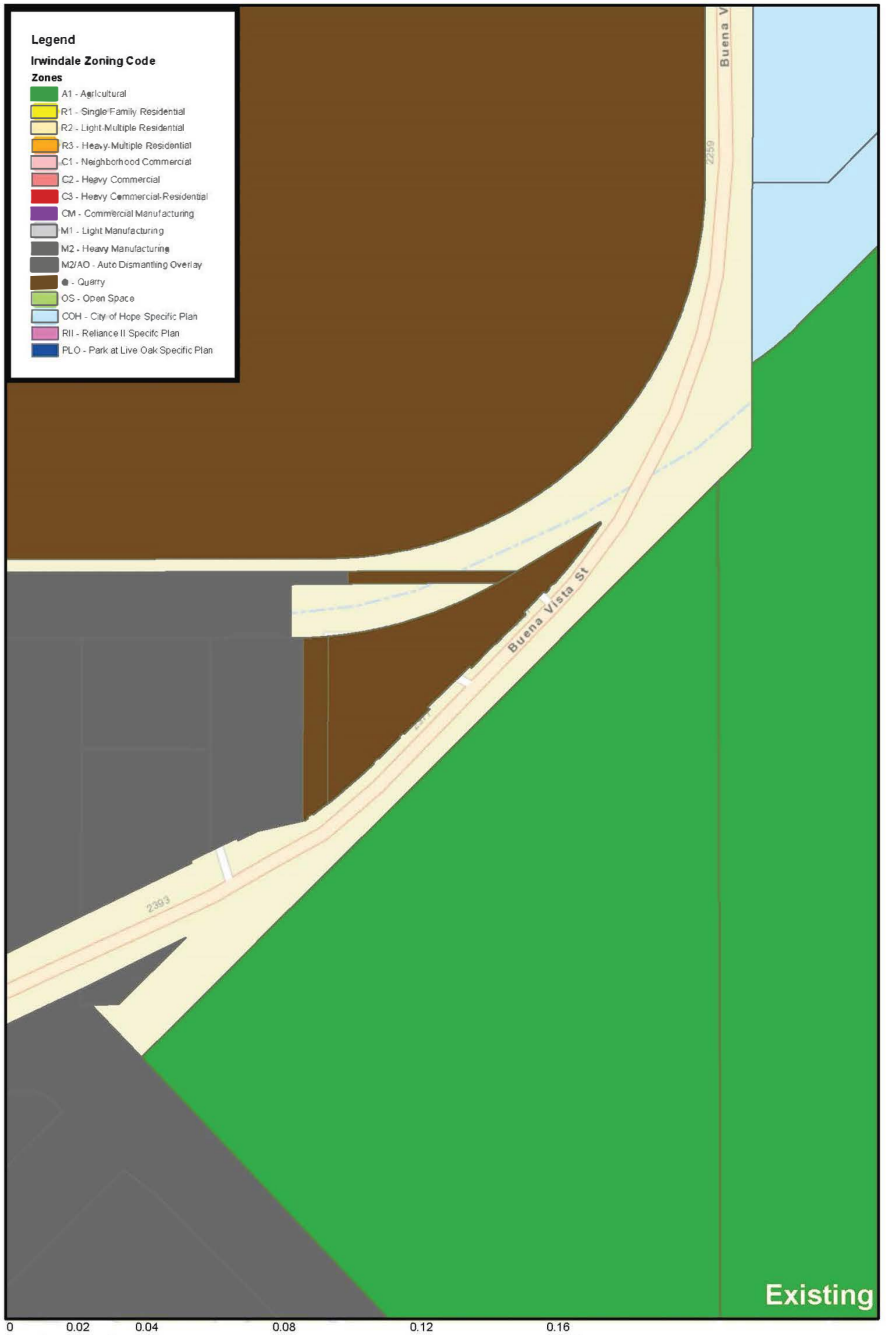
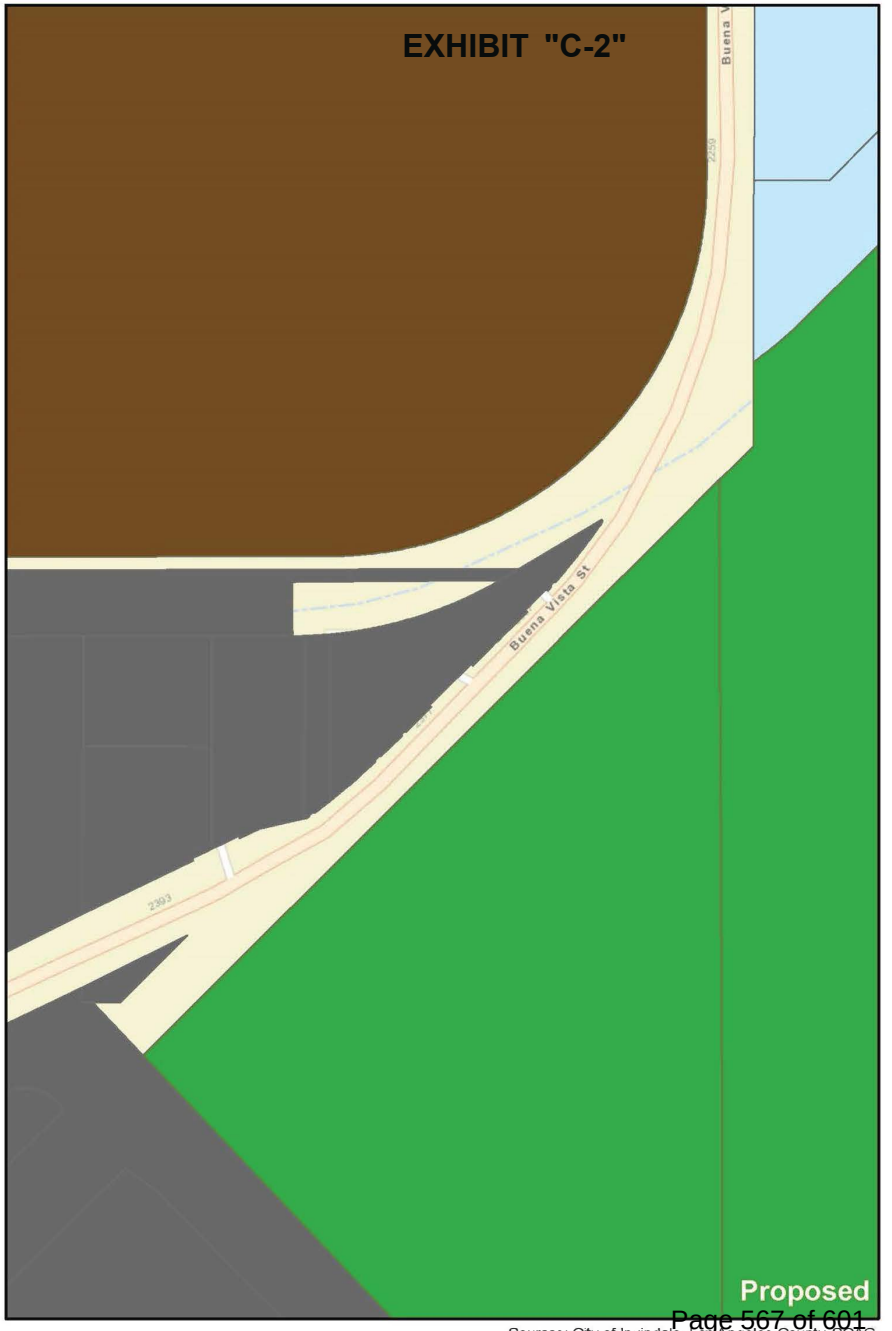
Sources: City of Irwindale, Los Angeles County, SCAG

Buena Vista Street

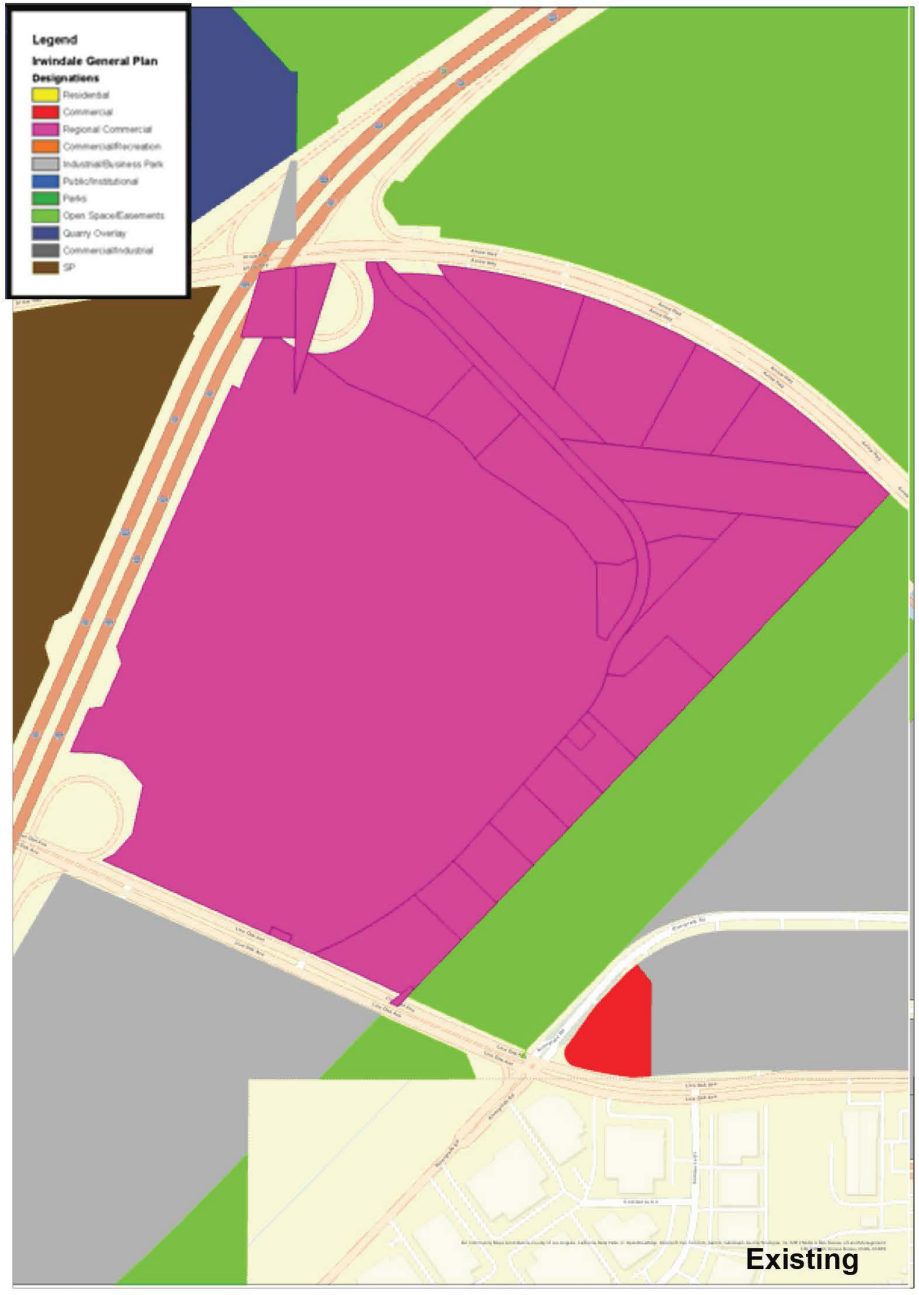


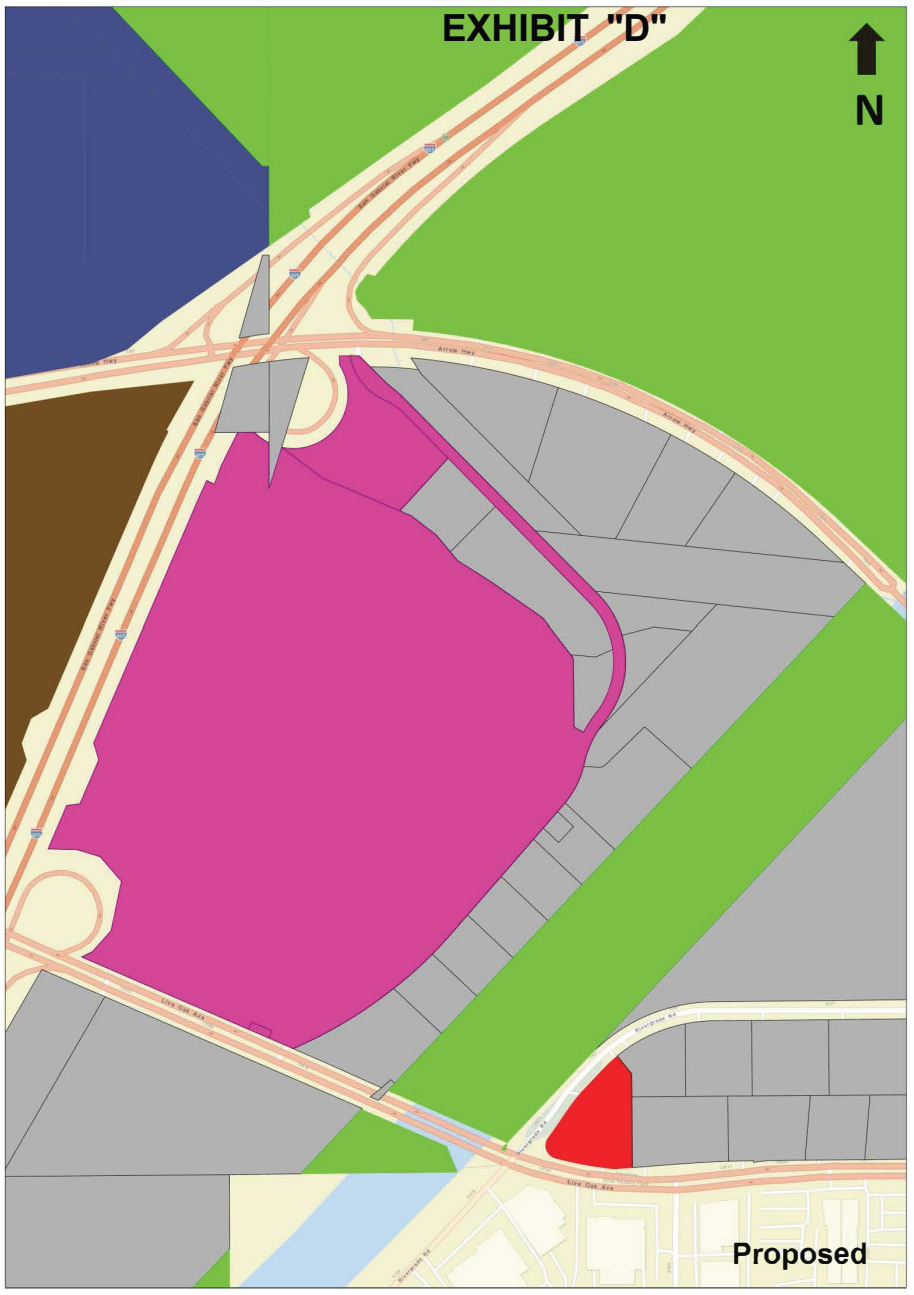


0 0.02 0.04 0.08 0.12 0.16
Miles

Sources: City of Irwindale, Los Angeles County, SCAG

Live Oak Lane, Arrow Highway





Sources: City of Irwindale, GIS Angeles County, SCAG

EXHIBIT "E"

ORDINANCE NO. 195

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REZONING CERTAIN HEREINAFTER DESCRIBED REAL PROPERTY.

THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. That the City Council of the City of Irwindale does hereby find, determine and declare as follows:

(a) That the Planning Commission of the City of Irwindale has heretofore conducted a series of public hearings to consider the rezoning and reclassification of certain real property located within said City; and

(b) That based upon the recommendations of the Planning Commission, the City Council conducted public hearings upon said matters, and determined that the public interest, convenience and necessity require the reclassification of said real property in the manner hereinafter described; and

(c) That the property to which this Ordinance relates is more particularly described as follows:

The West 150 feet and the North 150 feet of Lot 1 of Tract 4675 as recorded in Book 99, Page 34 of Maps of the Office of the County Recorder, County of Los Angeles.

(d) That the Planning Commission's recommendations were approved in part and disapproved in part by the City Council; and

(e) That the public interest, convenience and necessity requires that said property be rezoned to Zone C-3.

SECTION 2. That notwithstanding the provisions of Section 9310 of the Irwindale Municipal Code, said real property, above described, be and the same hereby is, rezoned to Zone C-3.

SECTION 3. That the City Clerk shall certify to the adoption of this Ordinance and shall cause the same to be posted in the manner prescribed by law.

PASSED AND APPROVED this 2nd day of May, 1967.

Mike Miranda

Mike Miranda, Mayor

ATTEST: Margaret S. Barbee

City Clerk

Ordinance No. 195

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, City Clerk of the City of Irwindale do hereby certify that the foregoing Ordinance No. 195 was regularly introduced, adopted and passed at a regular meeting of the City Council on the 2nd day of May, 1967, by the following vote:

AYES: COUNCILMEN: Breceda, Diaz, Pat Miranda, Barbosa and Mike Miranda.

NOES: COUNCILMEN: None.

ABSENT: COUNCILMEN: None.

Margaret S. Barbosa, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, being first duly sworn, deposes and says:

That she is the duly appointed and City Clerk of the City of Irwindale, California, and is and was at all times herein mentioned a citizen of the United States over the age of eighteen (18) years and competent to be witness herein.

On May 5, 1967, she securely and conspicuously posted at each of the public places in said City, to wit:

1. Police Department;

2. Post Office on Calle del Norte;

3. At or near the door of the Council Chambers, a copy of Ordinance No. 195 of the City of Irwindale, being in all respects the same as that attached hereto and made a part hereof.

Dated: May 5, 1967.

Margaret S. Barbosa, City Clerk

EXHIBIT "F"

Ruelas
Park Rose
Citrus View

ORDINANCE NO. 200

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REZONING CERTAIN REAL PROPERTIES FROM ZONE A-1 TO ZONE M-1. (Meridian)

THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. That the Planning Commission of the City of Irwindale, after Public Hearing duly held, found that it is in the public interest that the hereinafter described property, presently zoned A-1 be rezoned to M-1.

SECTION 2. That the hereinafter described real property located in the City of Irwindale, County of Los Angeles, State of California, more particularly described as follows:

"Those lots and portion thereof of Tract #4675, recorded in Map Book 99, Page 34 of the County Recorder's Office described as follows:

The south 50'of Lot 1 except therefrom, the
West 148'
Lots 2, 3, 4, & 5
Lot 6 excepting the west 145'
Lots 7, 8, 9, & 10
Lot 11, excepting the west 200';

be, and the same hereby is rezoned to Zone M-1.

SECTION 3. That the City Clerk shall certify to the adoption of this ordinance and cause the same to be posted in the manner prescribed by law.

PASSED AND ADOPTED this 20th day of June, 1967.

Mike Miranda
Mike Miranda, Mayor

ATTEST: Margaret S. Barbosa
City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, City Clerk of the City of Irwindale do hereby certify that the foregoing Ordinance No. 200 was regularly introduced, adopted and passed at a regular meeting of the City Council on the 20th day of June, 1967, by the following vote:

AYES: COUNCILMEN: Diaz, ~~Barbosa~~ Pat Miranda MB & Mike Miranda.

NOES: COUNCILMEN: Breceda and ~~Pat Miranda.~~ BARBOSA

ABSENT: COUNCILMEN: None.

Margaret S. Barbosa
Margaret S. Barbosa, City Clerk

Ordinance No. 200

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, being first duly sworn, deposes and says:

That she is the duly appointed and City Clerk of the City of Irwindale, California, and is and was at all times herein mentioned a citizen of the United States over the age of eighteen years and competent to be witness herein.

On June 22, 1967, she securely and conspicuously posted at each of the public places in said City, to wit:

1. Police Department;

2. Post Office on Calle del Norte;

3. At or near the door of the Council Chambers, a copy of Ordinance No. 200 of the City of Irwindale, being in all respects the same as that attached hereto and made a part hereof.

Dated: June 22, 1967.

Margaret S. Barbosa

Margaret S. Barbosa, City Clerk

EXHIBIT "G"

ORDINANCE NO. 220

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REZONING CERTAIN HEREIN DESCRIBED REAL PROPERTY (CASE NO. 68-5-ZC; APPLICANT: SAFFELL AND McADAM).

THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. That the City Council of the City of Irwindale does hereby find, determine and declare as follows:

(a) That the Planning Commission of the City of Irwindale has heretofore considered a zone change application requesting the rezoning from Zone Q to Zone M-2, for certain real property located on Bueno Rio Drive easterly of Tifal Avenue in the City of Irwindale, County of Los Angeles, State of California, more particularly described on Exhibit "A" attached hereto and incorporated herein by this reference; and

(b) That the Commission conducted a duly noticed public hearing upon said matter, and thereafter denied the application as above described; and

(c) That the City Council conducted a duly noticed public hearing upon an appeal from the decision of the Planning Commission, and based upon the evidence presented at said hearing, and each member of the Council being familiar with the site, determined that the public interest, convenience and necessity require that said property be reclassified from Zone Q to Zone M-2.

SECTION 2. That notwithstanding Section 9310 of the Irwindale Municipal Code, the above described real property be, and the same hereby is, reclassified from Zone Q to Zone M-2.

SECTION 3. That the City Clerk shall certify to the adoption of this Ordinance and cause the same to be posted in the manner prescribed by law.

PASSED AND APPROVED this 2nd day of July, 1968.

Mike Miranda
Mike Miranda, Mayor

ATTEST: Margaret S. Barbour
City Clerk

Ordinance No. 220

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, City Clerk of the City of Irwindale, do hereby certify that the foregoing Ordinance No. 220 was regularly introduced, adopted and passed at a regular meeting of the City Council on the 2nd day of July, 1968, by the following vote:

AYES: COUNCILMEN: Chico, Barbosa, M. Miranda, and Breceda.
NOES: COUNCILMEN: None.
ABSENT: COUNCILMEN: P. Miranda.

Margaret S. Barbosa
Margaret S. Barbosa, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF IRWINDALE)

I, Margaret S. Barbosa, being first duly sworn, deposes and says:

That she is the duly appointed and City Clerk of the City of Irwindale, California, and is and was at all times herein mentioned a citizen of the United States over the age of eighteen years and competent to be witness herein.

On July 9, 1968, she securely and conspicuously posted at each of the three designated public places in said City.

Dated: July 9, 1968

Margaret S. Barbosa
Margaret S. Barbosa, City Clerk

EXHIBIT "H"

RESOLUTION NO. 58-(66)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE RECOMMENDING THE RECLASSIFICATION OF CERTAIN PROPERTIES LOCATED WITHIN THE CITY.

THE PLANNING COMMISSION OF THE CITY OF IRWINDALE DOES RESOLVE AS FOLLOWS:

SECTION 1. That the Planning Commission of the City of Irwindale does hereby find, determine and declare as follows:

(a) That pursuant to instruction by the City Council the Commission has conducted a series of hearings, over a period of months, to consider the reclassification of a number of parcels of real property located within the City; and

(b) That attached hereto, marked Exhibit "A", and incorporated herein by this reference, is a description of the properties considered for reclassification, each of which description contains the proposal for such reclassification; and

(c) That in each case, as to each parcel described on Exhibit "A", the Commission has determined as a result of hearings, staff reports and each member of the Commission being familiar with the properties involved, that the public interest, convenience and necessity require the reclassification to the zones as indicated on Exhibit "A".

SECTION 2. That the said Commission does hereby recommend to the City Council the reclassification of the properties, to the zones indicated as set forth on said Exhibit "A" attached hereto.

SECTION 3. That the Secretary of the Planning Commission shall certify the adoption of this Resolution and forward a copy hereof to the City Clerk for submission to the City Council.

PASSED AND APPROVED this 10th day of November, 1966

Elias A. Arnelas
Chairman

ATTEST:

Helen Hubbard
Secretary

EXHIBIT A

LANDS RECOMMENDED FOR REZONING BY IRWINDALE PLANNING COMMISSION

November 10, 1966

1. Rezone from A-1 to M-2: That property in the City of Irwindale lying northerly of Foothill Boulevard and presently zoned A-1.

2. Rezone from R-3 to M-1: That property in the City of Irwindale fronting Central Avenue and presently zoned R-3.

3. Rezone from R-1 to M-2: That property in the City of Irwindale fronting Central Avenue and presently zoned R-1.

4. Rezone from R-2 to M-1: Blocks 10, 11 and 12 of the Davis Addition to Duarte as recorded in Book 11 Page 72 of Miscellaneous Records.

5. Rezone from A-1 to C-3: Beginning at the intersection of Mountain Avenue and Van Meter Street on the east side of Mountain Avenue designated the southwest corner of Lot 10, J. R. Loftus Tract No. 1, Map Book 11, Page 170 and extending north to the northwest corner of Lot 11, Tract 4675, Map Book 99, Page 34, a uniform depth of 200 feet and beginning on the southwest corner of Lot 6 of said Tract 4675, and extending north to the northwest corner of Lot 1 of said Tract 4675, with a uniform depth of 150 feet. Also including those properties fronting Meridian Street from Mountain Avenue to Citrusview Avenue.

6. Rezone from A-1 to M-1: All that property in the City of Irwindale lying east of Mountain Avenue between Van Meter Street and Meridian Street presently zoned A-1, excepting therefrom that property to be rezoned C-3.

7. Rezone from A-1 to M-1: Lots 135-138 inclusive and Lots 2267-2272 inclusive of the Chicago Park Tract recorded in Miscellaneous Records, Book 30 Page 100.

8. Rezone from A-1 to M-1: Commencing at the southeast corner of Lot 12, Tract 4316, thence East 66 feet with a uniform depth of 500 feet.

9. Rezone from A-1 and C-2 to C-3: Parcels 1, 2, 13, 14, 15, 30 and 31 of Licensed Surveyors Map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County.

   Parcels 1, 2a, 2b, 3, 4, 5, 6, 7, West 123.46 feet of 42, 43, 44, 45, 46, West 140.10 feet of 55, 56, 66, 68, 71 and West 187.68 feet of 75 of Possessory Map recorded in Book 4 Pages 58-61 inclusive of Official Maps of the County Recorder of Los Angeles County.

   The West 200 feet of Lot 65A of Possessory Map recorded in Book 4 Page 75 of Official Maps of the County Recorder of Los Angeles County.

10. Rezone from C-2 to A-1: Parcels 16, 29, and 32 of Licensed Surveyors Map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County.

11. Rezone from A-1 to M-1: Commencing at the northeast corner of Tract 17517 recorded in Map Book 438 Pages 1 and 2; thence westerly along the north boundary of said tract a distance of 738.40 feet with a uniform depth of 225 feet; thence westerly along the Irwindale City boundary 525 feet with a uniform depth of 50 feet; thence continuing west along the Irwindale City boundary 325 feet with a uniform depth of 16.5 feet.

12. Rezone from A-1 to M-1: Commencing 618 feet southerly of the southeast corner of Azusa Canyon Road and Arrow Highway; thence southerly along the east line of Azusa Canyon Road with a uniform depth of 170 feet from the centerline of Azusa Canyon Road to a line 171 feet north of the centerline of Olive Street.

13. Rezone from A-1 to M-2: Lots 3, 4 and 5 of Orange Belt Tract recorded in Book 37 Pages 66-67 inclusive of Miscellaneous Records of the County Recorder of the County of Los Angeles.

14. Rezone from C-2 and A-1 to C-3: Parcels 3, 4, 5, 6 of Licensed Surveyors Map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County.

   That land between Arrow Highway and Parcels 7 and 8 of said Licensed Surveyors Map.

   Parcels 12, 15, 16, 17, 22, 23 and 24 of Possessory Map recorded in Book 4 Pages 58-61 inclusive of Official Maps of the County Recorder of Los Angeles County.

EXHIBIT "I"

COMMUNITY CENTER BUILDING
5050 NORTH IRWINDALE AVENUE
IRWINDALE, CALIFORNIA

TUESDAY
JANUARY 17, 1967
7 30 O'CLOCK P M

The City Council of the City of Irwindale met in regular session at the above time and place

Following the Pledge of Allegiance to the Flag of our Country, the meeting was opened with an invocation by Edwin T Powell, City Manager

ROLL CALL — Present Councilmen Breceda, Barbosa, and Pat Miranda
Absent Councilmen Diaz and M Miranda

Also present City Manager Edwin T Powell, City Attorney Robert Flandrick, City Engineer W J Lockman, City Clerk Margaret S Barbosa, Adm Sec T Werderman, Chief of Police Ernest Aguirre

APPROVAL OF MINUTES OF PREVIOUS MEETINGS — 3 ✓ — The minutes of January 3, 1967, regular meeting, were presented for approval

Councilman Barbosa moved, seconded by Councilman Breceda to waive reading Carried unanimously

Councilman Breceda requested the following correction on Page 3, under Planning Commission vacancies

"Councilman Breceda stated that the other commissioner under consideration had made statements before this council that if the Council was to change a certain ordinance, relating to the functions of the Planning Commission, that the Planning Commission should be disbanded Councilman Breceda wondered if this commissioner still felt the same or if he would still be willing to serve "

Councilman Barbosa moved, seconded by Councilman Breceda to approve minutes as corrected Carried unanimously

COUNCILMAN DIAZ ARRIVED AT 7 36 O'CLOCK P M

APPROVAL OF WARRANTS AND DEMANDS — 11 ✓ — Warrant Register No 147 for the month of January, 1967, was presented for approval

Upon question from Councilman Barbosa, the City Manager explained the charges on Warrant #9176, made payable to the Los Angeles County Road Department

COUNCILMAN MIKE MIRANDA ARRIVED AT 7 40 O'CLOCK P M

Councilman Breceda moved, seconded by Councilman Barbosa to approve as presented Carried unanimously

PAYROLL REGISTER RATIFICATION — 11 ✓ — Payroll Register No 148, for the month of December, 1966, was presented for ratification

Councilman Diaz moved, seconded by Councilman Breceda to approve as presented Carried unanimously

PUBLIC HEARING

CONSIDERATION OF AMENDMENT TO THE ZONING REGULATIONS APPLICABLE TO QUARRY AND ALLIED USES — 24 ✓ — The City Attorney advised the Council that this was a continuation of the Public Hearing to consider amendments to the Zoning Ordinance applicable to Quarry and Allied uses

Certificate of posting notice was received and filed
The City Attorney sworn in all persons wishing to speak

PROPONENTS

H R Stokes
1215 Oaklawn Road
Arcadia

Mr Stokes stated that the committee which had been appointed to meet with councilmembers to discuss problems had not gotten together again, therefore problems had not been resolved

Councilman Mike Miranda moved, seconded by Councilman Breceda to table public hearing to February 21, 1967 Carried unanimously

PUBLIC HEARING

CONSIDERATION OF CHANGES OF ZONE RECOMMENDED BY THE PLANNING COMMISSION

The City Engineer stated that this was the time and place set by the Council to consider changes on the zoning map within the community The fourteen(14) changes as recommended by the Planning Commission, culminated 12 months of study

Affidavit of posting notice of public hearing was received and filed

The City Attorney swore in all persons wishing to speak

There was some discussion among the council whether the Public Hearing should be held at this time

After lengthy discussion, the Mayor asked that the Council proceed with the public hearing

MIKE MARTINEZ,
16042 Central St

Mr Martinez appeared and stated that his request was not included in the hearing, however, he would like to know if his request could be considered as stated in his letter dated January 12, 1967, copies which had been submitted to the Council

Councilman Diaz moved, seconded by Councilman Mike Miranda to set his request for public hearing on February 7, 1967

There was confusion among council since they felt Mr Martinez was out of order, and they were not sure of what was needed

After discussion, Councilman Diaz amended his motion and Councilman Miranda amended his second, to have the council initiate a public hearing to be heard before the Planning Commission

Carried by the following vote of the Council
Ayes Councilmen Diaz, M Miranda and P Miranda
Noes Councilmen Breceda and Barbosa
Absent Councilmen None

Anthony Ortuno
346 N Azusa Avenue
Azusa

Mr Ortuno asked to be heard at this time since he had another meeting to attend He stated that he owned property at 4842 Azusa Canyon Road in the City of Irwindale and referred to #12 of Exhibit "A" and stated that he was one of the first ones to sign the petition in favor of M-2 zoning He concurred with the recommendation of the Planning Commission for an M-1 zone, however, he would prefer M-2, if possible, but would accept M-1 as recommended by the Planning Commission

The City Engineer proceeded to explain the changes recommended by the Planning Commission on Exhibit "A" and the map on the wall, which was as follows

1) Rezone from A-1 to M-2 That property in the City of Irwindale lying northerly of Foothill Boulevard and presently zoned A-1
No opponents or proponents

2) Rezone from R-3 to M-1 That property in the City of Irwindale fronting Central Avenue and presently zoned R-3
No opponents or proponents

3) Rezone from R-1 to M-2 That property in the City of Irwindale fronting Central Avenue and presently zoned R-1
No opponents or proponents

4) Rezone from R-2 to M-1 Blocks 10, 11 and 12 of the Davis Addition to Duarte as recorded in Book 11 Page 72 of Miscellaneous Records
No opponents or proponents

5) Rezone from A-1 to C-3 Beginning at the intersection of Mountain Avenue and Van Meter Street on the east side of Mountain Avenue designated the southwest corner of Lot 10, J R Loftus Tract No 1, Map Book 11, Page 170 and extending north of the northwest corner of Lot 11, Tract 4675, Map Book 99, Page 34, a uniform depth of 200 feet and beginning on the southwest corner of Lot 6 of said Tract 4675, and extending north to the northwest corner of Lot 1 of said Tract 4675, with a uniform depth of 150 feet Also including those properties fronting Meridian Street from Mountain Avenue to Citrusview Avenue

PROPONENTS

Mr. & Mrs Binard
1848 Loma Alta
Altadena

Mrs Binard stated that she was owner of property on the east of Mountain Avenue and fronting Meridian Street from Mountain Avenue and stated that they concurred with the recommendation of the Planning Commission to rezone their property from A-1 to C-3
Mr Binard appeared and stated that he concurred with the recommendation of the Planning Commission and what was stated by his wife

Richard L Diaz
2408 Mountain Avenue

Mr Diaz stated that he concurred with the recommendation of the Planning Commission

6) Rezone from A-1 to M-1 All that property in the City of Irwindale lying east of Mountain Avenue between Van Meter Street and Meridian Street presently zoned A-1, excepting therefrom that property to be rezoned C-3

PROPONENTS

Mr Rod Harbough
136 S Sepulveda
Los Angeles

Mr Harbough, representing Rahn Bros , Los Angeles, appeared and stated that he was very much in favor of changing the zone from A-1 to M-1 since this zone would be better use of the land

Mr & Mrs Binard
1848 Loma Alta
Altadena

Mr & Mrs Binard were in favor of this change also

7) Rezone from A-1 to M-1 Lots 135 - 138 inclusive and Lots 2267-2272 inclusive of the Chicago Park Tract recorded in Miscellaneous Records, Book 30 Page 100

No proponents or opponents

8) Rezone from A-1 to M-1 Commencing at the southeast corner of Lot 12, Tract 4316, thence East 66 feet with a uniform depth of 500 feet

No proponents or opponents

PUBLIC HEARING INTERRUPTED — William LeZich, 400 Fisher, Glendale, appeared and requested that the Council consider his property at the time Mr Mike Martinez' property is considered

9) Rezone from A-1 and C-2 to C-3 Parcels 1, 2, 13, 14, 15, 30, and 31 of Licensed Surveyors Map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County

Parcels 1, 2a, 2b, 3, 4, 5, 6, 7, West 123 46 feet of 42, 43, 44, 45, 46, West 140 10 feet of 55, 56, 66, 68, 71 and West 187 68 feet of 75 of Possessory Map recorded in Book 4 Pages 58-61 inclusive of Official Maps of the County Recorder of Los Angeles County

The West 200 Feet of Lot 65A of Possessory Map recorded in Book 4 Page 75 of Official Maps of the County Recorder of Los Angeles County

No proponents and opponents

RECESS — Recess was called at 9 00 P M Meeting reconvened at 9 14 P M , with all councilmembers present

10) Rezone from C-2 to A-1 Parcels 16, 29, and 32 of Licensed surveyors map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County

No proponents and opponents

11) Rezone from A-1 to M-1 Commencing at the northeast corner of Tract 17517 recorded in Map Book 438 Pages 1 and 2, thence westerly along the north boundary of said tract a distance of 738 40 feet with a uniform depth of 225 feet, thence westerly along the Irwindale City boundary 525 feet with a uniform depth of 50 feet, thence continuing west along the Irwindale City boundary 325 feet with a uniform depth of 16 5 feet

No proponents and opponents

12) Rezone from A-1 to M-1 Commencing 618 feet southerly of the southeast corner of Azusa Canyon Road and Arrow Highway, thence southerly along the east line of Azusa Canyon Road with a uniform depth of 170 feet from the centerline of Azusa Canyon Road to a line 171 feet north of the centerline of Olive St

No proponents

The City Engineer stated that the Planning Commission had received a petition to rezone the property now zoned M-1 and A-1 to M-2, however, the Planning Commission had recommended that this property be zoned M-1

OPPONENTS

Mrs Bashem
4829 Azusa Canyon Road
Baldwin Park

Mrs Bashem appeared and stated that she was opposed to this change at this time, but would not be opposed at a later time, since her property was zoned C-M and had been for 3 years

The City Manager stated that property owners on the Irwindale side were in favor of this change

H R Stokes
1215 Oaklawn Road
Arcadia

Mr Stokes appeared as representative of Con Rock and stated that all property owners had been confronted along Azusa Canyon Road and they were in favor of M-2

Mr Chaffee
4122 Via Verde
Claremont

Mr Chaffee, representing O'Kelley Eccles, stated that he had signed the petition requesting M-2 and felt this zone was very compatible for that area He stated that he property had been purchased in 1948, which was in County at the time, and was under impression that their property was zoned M-2, however, later found out that it was actually M-1, therefore, they were a non-conforming use He felt this property should be M-2

13) Rezone from A-1 to M-2 Lots 3, 4 and 5 of Orange Belt Tract recorded in Book 37 Pages 66-67 inclusive of Miscellaneous Records of the County Recorder of the County of Los Angeles

PROPONENTS

G H Weber
1435 E Thackery
West Covina

Mr Weber, representing Con Rock, stated that he had appeared before the Planning Commission requesting an M-2 Zone

14) Rezone from C-2 and A-1 to C-3 Parcels 3, 4, 5, 6, of Licensed Surveyors Map, recorded in Book 14 Page 32 of Maps of the County Recorder of Los Angeles County
That Land between Arrow Highway and Parcels 7 and 8 of said Licensed Surveyors Map

Parcels 12, 15, 16, 17, 22, 23 and 24 of Possessory Map recorded in Book 4 Pages 58-61 inclusive of Official Maps of the County Recorder of Los Angeles County

No Proponents and opponents

Councilman Mike Miranda asked why the property where the church is located on Cypress Avenue was not being considered by the Planning Commission for a zone change

The City Attorney stated that this property required a conditional use permit for a church under the existing regulations and only the council could initiate a conditional use permit

Councilman Diaz moved, seconded by Councilman Mike Miranda to have this hearing continued until February 7, 1967 Carried unanimously

REQUEST FOR ZONE CHANGE FROM MR MIKE MARTINEZ - PEPPER TREE LANE 24 ✓

Councilman Diaz moved, seconded by Councilman Mike Miranda to have the Council initiate a zone change on properties on the north side of Pepper Tree Lane and/or a variance on Mr Martinez' property and have the Planning Commission hold a public hearing on all properties Carried unanimously

Councilman Mike Miranda moved that the property where the Catholic Church is located on Cypress be considered

No action taken

COMMISSION CONSIDERATION

PLANNING COMMISSION MINUTES — The minutes of December 22, 1966, which were presented for information, were received and filed

COMMUNICATIONS EXTERNAL

REQUEST TO PERMIT GAMES OF SKILL FROM IRWINDALE SPORTSMEN CLUB — A letter dated January 5, 1967, from Blattel Klein, attorneys at law, for the Irwindale Sportsmen Club, was presented

Councilman Diaz moved, seconded by Councilman Mike Miranda that this letter be received and filed and no action taken

Councilman Barbosa requested that the proponents of this request please rise so that the Council would know who they were

Mr Richard Kline, Attorney, 360 Bedford Drive, Beverly Hills, appeared and introduced Mr Roban and John Parker, officers of the corporation, and requested that a correction be made on page 3 of the monthly gross revenue schedule

Councilman Barbosa directed questions to Mr Kline and Mr Roban concerning his association with an annexation that had been considered for the City of Irwindale Since Mr Roban had been opposed to this annexation because a Pepsi Cola Plant was proposed to be constructed on this property Councilman Barbosa felt this request was unreasonable and detrimental to the people of the City of Irwindale He instructed Mr Roban to take it back to his own city

Councilman Breceda made the following statement for the record

"Mr Chairman, I want the record to show, that personally I do not believe that our people needs profits derived from gambling At the present time we have one of the best recreation facilities in the county We also have the revenue with which to improve it If I could get the support or majority of the City Council, we could approve a real recreation program for our city Gambling profits can stay in Las Vegas and Gardena as far as I'm concerned I repeat, we do not need gambling profits to give our children the best recreation program in the state I also repeat that I am voicing my personal views, and I do not pretend to know what the wishes of the people of Irwindale are in this matter, but I do hope that if this matter goes to a vote of the people, that the majority will share my views "

Motion to receive and file letter, carried unanimously

HUNTINGTON BEACH FREEWAY ROUTE — A letter dated January 4, 1967, from the City of Covina relative to the Huntington Beach Freeway Route, which was presented by Mayor Pat Miranda, was received and filed

JUVENILE LOITERING LAW - L. A COUNTY DELINQUENCY AND CRIME COMMISSION — Mayor Miranda presented a letter dated January 5, 1967, from the Los Angeles County Delinquency and Crime Commission requesting that the City Council adopt a new ordinance similar to County Ordinance, a Juvenile Loitering Law

Councilman Mike Miranda moved to place this item in the next agenda Carried unanimously

APPEAL ON PLANNING COMMISSION DECISION - OUTDOOR ADVERTISING

Letters dated January 13, 1967, from Foster & Kleiser and Pacific Outdoor Advertising Co appealing the decision of the Planning Commission on Resolution #60(67) were presented Said resolution denied proposed amendments to the zoning regulations of the City of Irwindale which would permit outdoor advertising structures in commercial or industrial zones

Councilman Diaz moved, seconded by Councilman Mike Miranda that this appeal be placed for public hearing on February 21, 1967 Carried unanimously

MEETING

The following meeting was noted

a Jan 18, 1967 Calif Contract Cities Assoc
Host Cities Rosemead & Temple City
T & J Restaurant, 8526 Valley Blvd
Rosemead - 6 30 P M

CITY OF IRWINDALE CO-HOSTING CALIF CONTRACT CITIES ASSOC , MEETING JOINTLY WITH CITY OF DUARTE

The City Manager advised the City Council that the California Contract Cities Association meeting in March would be co-hosted by the Cities of Duarte and Irwindale

EXAMINATION RESULTS FOR PATROLMAN

The Chief of Police advised the City Council of the results of the Police Officer examination He advised the City Council that four reserves had taken the exam, however, no one received a passing grade, therefore, he would proceed to advertise outside the department

GENTLEMEN FROM THE PRESS ACKNOWLEDGED

Mayor Miranda acknowledged Mssrs Alwell, Bortin and Devereaux, members of the press

DEPARTMENTAL REPORTS

The following departmental reports for the month of December, 1966, were received and filed

a City Administrative Office
1 Absence Record of all employees
b Library,
c Park & Recreation Department,
d General Government Building & Grounds,
e Public Works Department,
f Police Department,
g Equipment Maintenance Department, and
h Fire Department

CITY MANAGER

APPOINTMENT FOR PLANNING COMMISSION VACANCIES

The City Council adjourned to a personnel session to discuss these vacancies at 10 19 O'Clock P M

Reconvened at 11 25 O'Clock P M , with all councilmembers present

Mayor Pat Miranda moved, seconded by Councilman Mike Miranda to follow the recommendation of the Planning Commission and appoint Hardie Lee and Elias Ornelas to the Planning Commission

Motion failed by the following vote of the Council
Ayes Councilmen Mike and Pat Miranda
Noes Councilmen Breceda, Diaz and Barbosa

Councilman Mike Miranda moved, seconded by Councilman Barbosa to reappoint Elias Ornelas and appoint Ben Aguayo to fill vacancies in the Planning Commission

Councilman Diaz stated that the Commissions were comprised of only one or two factions, however, he meant no reflection on the people being considered for appointment

Councilman Mike Miranda made the following statement for the Record

"The two names mentioned are not related to me in any way, shape or form "

Councilman Breceda agreed with Councilman Diaz that other names should be considered for these vacancies

Motion carried by the following vote of the Council
Ayes Councilmen Mike Miranda, Barbosa, & P Miranda
Noes Councilmen Breceda and Diaz
Absent Councilmen none

RESOLUTION COMMENDING HARDIE LEE FOR HAVING SERVED IN THE P/C

Councilman Diaz moved, seconded by Councilman Mike Miranda to instruct the City Attorney to prepare a resolution commending Hardie Lee for his services during his term of office in the Planning Commission for council adoption Carried unanimously

PUBLIC WORKS VACANCY

The City Manager recommended in view of filling a vacancy created and also having the City of Irwindale assume sewer maintenance, that Ruben Burrola and Max Rodriquez be appointed

Councilman Diaz moved, seconded by Mayor Pat Miranda to consider two men, but not the ones mentioned, that Ruben Burrola be appointed now and Ismael Torres at the time the City purchases sewer maintenance equipment, and that $1,000 be appropriated from General Fund to secure this equipment Mr Rodriquez to be left as next person to be hired Carried unanimously

REQUEST FROM CHIEF OF POLICE TO ATTEND ALL CHIEFS' AND ALL COMMITTEE CONFERENCE IN PALO ALTO

The City Manager presented a request from the Chief of Police to attend an all Committee Conference and All Zones Chiefs' and Sheriffs' meeting at Palo Alto, California , on February 2 and 3, 1967, at a cost of approximately $120

Councilman Barbosa moved, seconded by Councilman Diaz that request be granted and the necessary funds be appropriated Carried unanimously

REQUEST FROM CITY MANAGER TO ATTEND CITY MANAGER'S CONFERENCE

The City Manager requested Council permission to attend the Annual Spring Meeting of the City Managers' Department of the League of California Cities Said meeting to be held in Palo Alto on February 8-10, 1967 An advance of $100 was requested with the stipulation that only reasonable and necessary expenses be allowed

Councilman Barbosa moved, seconded by Councilman Diaz that request be granted and approve the advance funds as requested Carried unanimously

Any councilmember may attend, if they so desire

Regular Council Meeting January 17, 1967

ORDINANCE

AMENDING THE IRWINDALE MUNICIPAL CODE RELATING TO SANITARY SEWERS

1 28

The City Attorney presented an ordinance entitled, "AN ORDINANCE AMENDING CERTAIN OF THE PROVISIONS OF CHAPTER 2 OF ARTICLE V OF THE IRWINDALE MUNICIPAL CODE RELATING TO SANITARY SEWERS," and read same by title

The City Attorney advised the Council that the ordinance was being presented for adoption

The City Engineer explained the difference between the existing ordinance and the one to be adopted, which was as follows

1) Five years to pay instead of 15 years,
2) Lump sum rather than front footage,
3) As right of appeal, city council had right to revise fees,
4) Payments to be made to city rather than the Tax Collector

Councilman Diaz moved, seconded by Councilman Mike Miranda to adopt the ordinance on second reading

Carried by the following vote of the Council

Ayes Councilmen Breceda, Diaz, M Miranda, & Barbosa
Noes Councilmen Pat Miranda
Absent Councilmen None

Ordinance as adopted is No 186

RESOLUTION

APPOINTING MEMBERS TO THE PLANNING COMMISSION, (ORNELAS AND AGUAYO)

125

The City Attorney presented a resolution entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING MEMBERS OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE", and read same by title

Councilman Mike Miranda moved, seconded by Councilman Barbosa to waive reading Carried unanimously

Councilman Mike Miranda moved, seconded by Councilman Barbosa to adopt resolution as presented

Carried by the following vote of the Council

Ayes Councilmen Breceda, M Miranda, Barbosa, & Pat Miranda
Noes Councilmen Diaz
Absent Councilmen None

Resolution as adopted is No 67-1-612

OTHER LEGAL MATTERS

REQUEST FROM CITY ATTORNEY TO FILE A SUPREME COURT BRIEF.

191

The City Attorney requested council permission to file a supreme court brief using the City's name with other cities to support the home rule concept at a cost not to exceed $50 (Broadway Association vs Board of Permit Appeals, 246 A C A 29)

Councilman Diaz moved, seconded by Councilman Mike Miranda to grant the City Attorneys' request Carried unanimously

Regular Council Meeting January 17, 1967

COUNCILMEN ITEMS

SISTER CITY COMMITTEE'S PERMANENT ADDRESS

Councilman Diaz requested that in order to assist the Sister City Committee, that the City Hall be made their permanent address

Councilman Diaz moved, seconded by Mayor Miranda to approve request Carried unanimously

VARIANCE GRANTED BY THE PLANNING COMMISSION TO FRANK BARBOSA

Councilman Diaz requested discussion concerning Variance granted by the Planning Commission to Frank Barbosa Councilman Diaz stated that the Council should have knowledge of matters such as these and felt a public hearing should be heard before the City Council

Public Hearing set to be heard before the City Council on February 7, 1967

ADJOURNMENT

Upon motion, meeting was adjourned at 12 05 A M

Pat S. Miranda, Mayor

ATTEST Margaret S. Barbosa
Margaret S Barbosa, City Clerk

Minutes approved at the meeting held February 7, 1967

California Department of Housing and Community Development

SB 9 Fact Sheet

On the Implementation of Senate Bill 9 (Chapter 162, Statutes of 2021)

Housing Policy Development Division
March 2022

This Fact Sheet is for informational purposes only and is not intended to implement or interpret SB 9. HCD does not have authority to enforce SB 9, although violations of SB 9 may concurrently violate other housing laws where HCD does have enforcement authority, including but not limited to the laws addressed in this document. As local jurisdictions implement SB 9, including adopting local ordinances, it is important to keep these and other housing laws in mind. The Attorney General may also take independent action to enforce SB 9. For a full list of statutes over which HCD has enforcement authority, visit HCD's ***Accountability and Enforcement webpage****.*

Executive Summary of SB 9

Senate Bill (SB) 9 (Chapter 162, Statutes of 2021) requires ministerial approval of a housing development with no more than two primary units in a single-family zone, the subdivision of a parcel in a single-family zone into two parcels, or both. SB 9 facilitates the creation of up to four housing units in the lot area typically used for one single-family home. SB 9 contains eligibility criteria addressing environmental site constraints (e.g., wetlands, wildfire risk, etc.), anti-displacement measures for renters and low-income households, and the protection of historic structures and districts. Key provisions of the law require a local agency to modify or eliminate objective development standards on a project-by-project basis if they would prevent an otherwise eligible lot from being split or prevent the construction of up to two units at least 800 square feet in size. For the purposes of this document, the terms "unit," "housing unit," "residential unit," and "housing development" mean primary unit(s) unless specifically identified as an accessory dwelling unit (ADU) or junior ADU or otherwise defined.

Single-Family Residential Zones Only

(Reference: Gov. Code, §§ 65852.21, subd. (a); 66411.7 subd. (a)(3)(A))

The parcel that will contain the proposed housing development or that will be subject to the lot split must be located in a single-family residential zone. Parcels located in multi-family residential, commercial, agricultural, mixed-use zones, etc., are not subject to SB 9 mandates even if they allow single-family residential uses as a permitted use. While some zones are readily identifiable as single-family residential zones (e.g., R-1 "Single-Family Residential"), others may not be so obvious. Some local agencies have multiple single-family zones with subtle distinctions between them relating to minimum lot sizes or allowable uses. In communities where there may be more than one single-family residential zone, the local agency should carefully review the zone district descriptions in the zoning code and the land use designation descriptions in the Land Use Element of the General Plan. This review will enable the local agency to identify zones whose primary purpose is single-family residential uses and which are therefore subject to SB 9. Considerations such as minimum lot sizes, natural features such as hillsides, or the permissibility of keeping horses should not factor into the determination.

Residential Uses Only

(Reference: Gov. Code, §§ 65852.21, subd. (a))

SB 9 concerns only proposed housing developments containing no more than two residential units (i.e., one or two). The law does not otherwise change the allowable land uses in the local agency's single-family residential zone(s). For example, if the local agency's single-family zone(s) does not currently allow commercial uses such as hotels or restaurants, SB 9 would not allow such uses.

Ministerial Review

(Reference: Gov. Code, §§ 65852.21, subd. (a); 66411.7, subds. (a), (b)(1))

An application made under SB 9 must be considered ministerially, without discretionary review or a hearing. Ministerial review means a process for development approval involving no personal judgment by the public official as to the wisdom of carrying out the project. The public official merely ensures that the proposed development meets all the applicable objective standards for the proposed action but uses no special discretion or judgment in reaching a decision. A ministerial review is nearly always a "staff-level review." This means that a staff person at the local agency reviews the application, often using a checklist, and compares the application materials (e.g., site plan, project description, etc.) with the objective development standards, objective subdivision standards, and objective design standards.

Objective Standards

(Reference: Gov. Code, §§ 65852.21, subd. (b); 66411.7, subd. (c))

The local agency may apply objective development standards (e.g., front setbacks and heights), objective subdivision standards (e.g., minimum lot depths), and objective design standards (e.g., roof pitch, eave projections, façade materials, etc.) as long as they would not physically preclude either of the following:

> **Up to Two Primary Units.** The local agency must allow up to two primary units (i.e., one or two) on the subject parcel or, in the case of a lot split, up to two primary units on each of the resulting parcels.
>
> **Units at least 800 square feet in size.** The local agency must allow each primary unit to be at least 800 square feet in size.

The terms "objective zoning standards," "objective subdivision standards," and "objective design review standards" mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal. Any objective standard that would physically preclude either or both of the two objectives noted above must be modified or

waived by the local agency in order to facilitate the development of the project, with the following two exceptions:

Setbacks for Existing Structures. The local agency may not require a setback for an existing structure or for a structure constructed in the same location and to the same dimensions as an existing structure (i.e., a building reconstructed on the same footprint).

Four-Foot Side and Rear Setbacks. SB 9 establishes an across-the-board maximum four-foot side and rear setbacks. The local agency may choose to apply a lesser setback (e.g., 0-4 feet), but it cannot apply a setback greater than four feet. The local agency cannot apply existing side and rear setbacks applicable in the single-family residential zone(s). Additionally, the four-foot side and rear setback standards are not subject to modification. (Gov. Code, §§ 65852.21, subd. (b)(2)(B); 66411.7, subdivision (c)(3).)

One-Unit Development

(Reference: Gov. Code, §§ 65852.21, subd. (a); 65852.21, subd. (b)(2)(A))

SB 9 requires the ministerial approval of either one or two residential units. Government Code section 65852.21 indicates that the development of just one single-family home was indeed contemplated and expected. For example, the terms “no more than two residential units” and “up to two units” appear in the first line of the housing development-related portion of SB 9 (Gov. Code, § 65852.21, subd. (a)) and in the line obligating local agencies to modify development standards to facilitate a housing development. (Gov. Code, § 65852.21, subd. (b)(2)(A).)

Findings of Denial

(Reference: Gov. Code, §§ 65852.21, subd. (d); 66411.7, subd. (d))

SB 9 establishes a high threshold for the denial of a proposed housing development or lot split. Specifically, a local agency’s building official must make a written finding, based upon a preponderance of the evidence, that the proposed housing development would have a specific, adverse impact, as defined in Government Code section 65589.5, subdivision (d)(2), upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. “Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete. (Gov. Code, § 65589.5, subd. (d)(2).)

Environmental Site Constraints

(Reference: Gov. Code, §§ 65852.21, subd. (a)(2) and (a)(6); 66411.7, subd. (a)(3)(C) and (a)(3)(E))

A proposed housing development or lot split is not eligible under SB 9 if the parcel contains any of the site conditions listed in Government Code section 65913.4, subdivision (a)(6)(B-K). Examples of conditions that may disqualify a project from using SB 9 include the presence of farmland, wetlands, fire hazard areas, earthquake hazard areas, flood risk areas, conservation areas, wildlife habitat areas, or conservation easements. SB 9 incorporates by reference these environmental site constraint categories that were established with the passing of the Streamlined Ministerial Approval Process (SB 35, Chapter 366, Statutes of 2017). Local agencies may consult HCD's **Streamlined Ministerial Approval Process Guidelines** for additional detail on how to interpret these environmental site constraints.

Additionally, a project is not eligible under SB 9 if it is located in a historic district or property included on the State Historic Resources Inventory or within a site that is designated or listed as a city or county landmark or as a historic property or district pursuant to a city or county ordinance.

California Environmental Quality Act (CEQA)

Reference: Gov. Code, §§ 65852.21, subd. (j); 66411.7, subd. (n))

Because the approval of a qualifying project under SB 9 is deemed a ministerial action, CEQA does not apply to the decision to grant an application for a housing development or a lot split, or both. (Pub. Resources Code, § 21080, subd. (b)(1) [CEQA does not apply to ministerial actions]; CEQA Guidelines, § 15268.) For this reason, a local agency must not require an applicant to perform environmental impact analysis under CEQA for applications made under SB 9. Additionally, if a local agency chooses to adopt a local ordinance to implement SB 9 (instead of implementing the law directly from statute), the preparation and adoption of the ordinance is not considered a project under CEQA. In other words, the preparation and adoption of the ordinance is statutorily exempt from CEQA.

Anti-Displacement Measures

(Reference: Gov. Code, §§ 65852.21, subd. (a)(3); 66411.7, subd. (a)(3)(D))

A site is not eligible for a proposed housing development or lot split if the project would require demolition or alteration of any of the following types of housing: (1) housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; (2) housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or (3) housing that has been occupied by a tenant in the last three years.

Lot Split Requirements

(Reference: Gov. Code, § 66411.7)

SB 9 does not require a local agency to approve a parcel map that would result in the creation of more than two lots and more than two units on a lot resulting from a lot split under Government Code section 66411.7. A local agency may choose to allow more than two units, but it is not required to under the law. A parcel may only be subdivided once under Government Code section 66411.7. This provision prevents an applicant from pursuing multiple lot splits over time for the purpose of creating more than two lots. SB 9 also does not require a local agency to approve a lot split if an adjacent lot has been subject to a lot split in the past by the same property owner or a person working in concert with that same property owner.

Accessory Dwelling Units

(Reference: Gov. Code, §§ 65852.21, subd. (j); 66411.7, subd. (f))

SB 9 and ADU Law (Gov. Code, §§ 65852.2 and 65858.22) are complementary. The requirements of each can be implemented in ways that result in developments with both "SB 9 Units" and ADUs. However, specific provisions of SB 9 typically overlap with State ADU Law only to a limited extent on a relatively small number of topics. Treating the provisions of these two laws as identical or substantially similar may lead a local agency to implement the laws in an overly restrictive or otherwise inaccurate way.

"Units" Defined. The three types of housing units that are described in SB 9 and related ADU Law are presented below to clarify which development scenarios are (and are not) made possible by SB 9. The definitions provided are intended to be read within the context of this document and for the narrow purpose of implementing SB 9.

> *Primary Unit*. A primary unit (also called a residential dwelling unit or residential unit) is typically a single-family residence or a residential unit within a multi-family residential development. A primary unit is distinct from an ADU or a Junior ADU. Examples of primary units include a single-family residence (i.e., one primary unit), a duplex (i.e., two primary units), a four-plex (i.e., four primary units), etc.
>
> *Accessory Dwelling Unit*. An ADU is an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It includes permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel on which the single-family or multifamily dwelling is or will be situated.
>
> *Junior Accessory Dwelling Unit*. A Junior ADU is a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A Junior ADU may include separate sanitation facilities or may share sanitation facilities with the existing structure.

The terms “unit,” “housing unit,” “residential unit,” and “housing development” mean primary unit(s) unless specifically identified as an ADU or Junior ADU or otherwise defined. This distinction is critical to successfully implementing SB 9 because state law applies different requirements (and provides certain benefits) to ADUs and Junior ADUs that do not apply to primary units.

Number of ADUs Allowed. ADUs can be combined with primary units in a variety of ways to achieve the maximum unit counts provided for under SB 9. SB 9 allows for up to four units to be built in the same lot area typically used for a single-family home. The calculation varies slightly depending on whether a lot split is involved, but the outcomes regarding total maximum unit counts are identical.

> *Lot Split*. When a lot split occurs, the local agency must allow up to two units on each lot resulting from the lot split. In this situation, all three unit types (i.e., primary unit, ADU, and Junior ADU) count toward this two-unit limit. For example, the limit could be reached on each lot by creating two primary units, or a primary unit and an ADU, or a primary unit and a Junior ADU. By building two units on each lot, the overall maximum of four units required under SB 9 is achieved. (Gov. Code, § 66411.7, subd. (j).) Note that the local agency may choose to allow more than two units per lot if desired.
>
> *No Lot Split*. When a lot split has not occurred, the lot is eligible to receive ADUs and/or Junior ADUs as it ordinarily would under ADU law. Unlike when a project is proposed following a lot split, the local agency must allow, in addition to one or two primary units under SB 9, ADUs and/or JADUs under ADU Law. It is beyond the scope of this document to identify every combination of primary units, ADUs, and Junior ADUs possible under SB 9 and ADU Law. However, in no case does SB 9 require a local agency to allow more than four units on a single lot, in any combination of primary units, ADUs, and Junior ADUs.

See HCD’s **ADU and JADU webpage** for more information and resources.

Relationship to Other State Housing Laws

SB 9 is one housing law among many that have been adopted to encourage the production of homes across California. The following represent some, but not necessarily all, of the housing laws that intersect with SB 9 and that may be impacted as SB 9 is implemented locally.

Housing Element Law. To utilize projections based on SB 9 toward a jurisdiction’s regional housing need allocation, the housing element must: 1) include a site-specific inventory of sites where SB 9 projections are being applied, 2) include a nonvacant sites analysis demonstrating the likelihood of redevelopment and that the existing use will not constitute an impediment for additional residential use, 3) identify any governmental constraints to the use of SB 9 in the creation of units (including land use controls, fees,

and other exactions, as well as locally adopted ordinances that impact the cost and supply of residential development), and 4) include programs and policies that establish zoning and development standards early in the planning period and implement incentives to encourage and facilitate development. The element should support this analysis with local information such as local developer or owner interest to utilize zoning and incentives established through SB 9. Learn more on HCD's **Housing Elements webpage**.

Housing Crisis Act of 2019. An affected city or county is limited in its ability to amend its general plan, specific plans, or zoning code in a way that would improperly reduce the intensity of residential uses. (Gov. Code, § 66300, subd. (b)(1)(A).) This limitation applies to residential uses in all zones, including single-family residential zones. "Reducing the intensity of land use" includes, but is not limited to, reductions to height, density, or floor area ratio, new or increased open space or lot size requirements, new or increased setback requirements, minimum frontage requirements, or maximum lot coverage limitations, or any other action that would individually or cumulatively reduce the site's residential development capacity. (Gov. Code, § 66300, subd. (b)(1)(A).)

A local agency should proceed with caution when adopting a local ordinance that would impose unique development standards on units proposed under SB 9 (but that would not apply to other developments). Any proposed modification to an existing development standard applicable in the single-family residential zone must demonstrate that it would not result in a reduction in the intensity of the use. HCD recommends that local agencies rely on the existing objective development, subdivision, and design standards of its single-family residential zone(s) to the extent possible. Learn more about **Designated Jurisdictions Prohibited from Certain Zoning-Related Actions** on HCD's website.

Housing Accountability Act. Protections contained in the Housing Accountability Act (HAA) and the Permit Streaming Act (PSA) apply to housing developments pursued under SB 9. (Gov. Code, §§ 65589.5; 65905.5; 65913.10; 65940 et seq.) The definition of "housing development project" includes projects that involve no discretionary approvals and projects that include a proposal to construct a single dwelling unit. (Gov. Code, § 65905.5, subd. (b)(3).) For additional information about the HAA and PSA, see HCD's **Housing Accountability Act Technical Assistance Advisory**.

Rental Inclusionary Housing. Government Code section 65850, subdivision (g), authorizes local agencies to adopt an inclusionary housing ordinance that includes residential rental units affordable to lower- and moderate-income households. In certain circumstances, HCD may request the submittal of an economic feasibility study to ensure the ordinance does not unduly constrain housing production. For additional information, see HCD's **Rental Inclusionary Housing Memorandum**.

Accounts Payable

Checks by Date - Summary by Check Number

City of Irwindale as Successor Agency to the Irwindale Community Redevelopment Agency

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101889	WILLDAN	Willdan Financial Services	06/12/2024	500.00
			Report Total (1 checks):	500.00

Accounts Payable

Checks by Date - Summary by Check Number

City of Irwindale as Successor Agency to the Irwindale Community Redevelopment Agency

Check No	Vendor No	Vendor Name	Check Date	Check Amount
101892	ROSENO	RSG Inc.	06/13/2024	343.75

Report Total (1 checks): 343.75

IRWINDALE CITY COUNCIL CHAMBERS **JUNE 3, 2024**
5050 N. IRWINDALE AVENUE **MONDAY**
IRWINDALE, CALIFORNIA 91706 **6:00 P.M.**

The Irwindale **HOUSING AUTHORITY** met in a special meeting at the above time and place.

ROLL CALL: Present: Board Members Manuel R. Garcia, H. Manuel Ortiz; Vice Chair Larry G. Burrola; Chair Albert F. Ambriz

Absent: Board Member Mark A. Breceda

Also Present: Julian A. Miranda, Executive Director; Adrian Guerra, General Counsel; Marilyn Simpson, Community Development Director; and Laura Nieto, Chief Assistant Authority Secretary

AB 2449 DISCLOSURES None.

NEW BUSINESS

ITEM NO. 6A
DEVELOPMENT WORKSHOP #2 – 10 ACRE SITE ON ALLEN DRIVE

DEVELOPMENT WORKSHOP #2 – 10 ACRE SITE ON ALLEN DRIVE

EXECUTIVE DIRECTOR MIRANDA: Executive Director Miranda declared a potential conflict of interest with this item and exited the Council Chambers at 6:02 p.m.

HOUSING COORDINATOR LOPEZ: Housing Coordinator Lopez made a PowerPoint presentation and presented the verbal report.

VICE CHAIR BURROLA: Vice Chair Burrola noted an area within the 10-acre parcel that had experienced a slope failure, to which Coordinator Lopez stated that the area could be remediated with the guidance of the Engineering Department.

BOARD MEMBER ORTIZ: Board Member Ortiz asked whether it has been determined where the six acres for housing would be situated, to which Coordinator Lopez stated that, since the slope failure occurred near the northern section of the site, consideration could be given to construct a housing development along the middle or lower portion of the site.

COORDINATOR LOPEZ: Coordinator Lopez emphasized that six of the 10 acres have been set aside for housing in the draft Housing Element.

FRED BARBOSA: Fred Barbosa asked whether the remaining four acres would be used for green space. He also asked how many units would be developed per acre and suggested rezoning the site to R1 and for the Housing Authority Board to remove the 45-year covenants from housing programs. He then alleged that Board Member Ortiz received his house through the Board's housing program, to which Board Member

Ortiz clarified that this was incorrect and that he purchased his home for full market value.

Fred Barbosa stated that Board Member Breceda and Vice Chair Burrola received their homes through the Board's housing program and asked about potentially using the Alpha area for housing. He stated that the city could ask for state and federal funding to remediate the site and dedicate it to housing.

COORDINATOR LOPEZ — Coordinator Lopez stated reiterated that six acres at Allen Drive have been reserved for housing and noted that the remaining four acres are currently designated for public facilities. Coordinator Lopez then stated that eight housing units would be developed per acre, though Director Simpson then clarified that the draft Housing Element calls for three acres to include eight units per acre (equivalent to R1 zoning), and the other three acres would have 14 units per acre (equivalent to R2 zoning).

DIRECTOR SIMPSON — Director Simpson added that the draft Housing Element does not identify where the housing units would be located.

CARMEN ROMAN — Carmen Roman stated her belief that seven acres of the site had been reserved for housing and requested the date when it was reduced to six. She also spoke against 45-year covenants for housing. She stated that Irwindale housing programs were designed to provide housing to resident youths and the Senior Center for resident seniors. She then expressed her opinion that three acres of the site should be used for green space.

Responding to a question by Carmen Roman, Coordinator Lopez stated that the area with the slope failure could be identified at the next workshop.

DENA ZEPEDA — Dena Zepeda suggested that housing at the site should be situated near Peppertree Lane first, and that ample parking be provided for the residents of the new housing as well as for those along Allen Drive. She also requested green space and the inclusion of single-family houses with yards and a park.

DARYL PICKERING — Daryl Pickering requested a dog park.

FRED BARBOSA — Fred Barbosa requested that all 10 acres be dedicated to residential uses.

ERIN JARAMILLO — Erin Jaramillo also spoke in favor of approving all 10 acres for housing.

ERICKA DOMINGUEZ — Ericka Dominguez stated that she comes from a large family and that only one person from her household was allowed to apply under a

previous housing program and suggested that this requirement be eliminated.

CHAIR AMBRIZ — Chair Ambriz stated that program requirements would be discussed at a future workshop.

REBECCA BARBOSA — Rebecca Barbosa asked where the first homes would be constructed and whether the block wall at the end of Calle de Paseo would be knocked down.

PAULA FRAIJO — Paula Fraijo noted that Peppertree Lane experiences lots of traffic including many speeding motorists and asked that the Board keep this in mind when designing the housing development.

CARMEN ROMAN — Carmen Roman asked when the site's zoning would be changed.

BOARD MEMBER ORTIZ — Board Member Ortiz reiterated that he purchased his home in the 80's at a market rate price and not as part of any city housing program.

VICE CHAIR BURROLA — Vice Chair Burrola stated that the Board is trying to determine how many homes to develop as well as how to best rezone the area. He then asked about 45-year covenants for housing programs, to which General Counsel Guerra advised that the state required 45-year covenants around the early 2000's for housing developments that utilized low- and moderate-income housing funds to subsidize a portion of the project. He added that the Board is looking into ways to amend agreements that contain 45-year covenants to provide options. However, the agency cannot unilaterally eliminate the covenants as required by statute. Additional information on the covenants will be provided at a future workshop.

Vice Chair Burrola asked about funding for the proposed housing development, to which Coordinator Lopez indicated that a future workshop will be held to discuss the feasibility of the development. Additional topics of the workshop include applicable laws and zoning designations.

Responding to a comment by Vice Chair Burrola, Coordinator Lopez advised that housing developers generally have access to different types of grants to help fund projects. Additional funding mechanisms could be presented at the next workshop.

DIRECTOR SIMPSON — Director Simpson noted that tonight's meeting is being held by the Housing Authority Board, and that the City Council would be the appropriate agency to identify the two three-acre parcels. Staff could move forward once they have been identified.

BOARD MEMBER GARCIA	Board Member Garcia stated that the project may begin at the southernmost portion of the site and asked whether the soil in that area has been tested. He also asked whether Allen Drive would be widened. He also stated that it may be better to discuss the project parcel by parcel and mix different housing units within them.
BOARD MEMBER ORTIZ	Board Member Ortiz asked whether the number of homes to be developed could be changed to which Director Simpson indicated that any changes to the draft Housing Element would have to be sent to HCD. She added that about 66 units would be developed per the details contained in the draft Housing Element. Board Member Ortiz stated that it is important to determine where to place the homes and whether they would be built in phases. He also stated that it would be important to determine funding and the level of available funding in the agency's housing fund.
COORDINATOR LOPEZ	Coordinator Lopez suggested bringing in professionals at the next workshop to ask about funding sources and procedures.
BOARD MEMBER GARCIA	Board Member Garcia requested that renderings of housing options be presented as well.
MAYOR AMBRIZ	Mayor Ambriz also requested that the state's response to the city's draft Housing Element also be presented at the next workshop.
CARMEN ROMAN	Carmen Roman asked whether Board Member Breceda remains a member of the Board.
FRED BARBOSA	Fred Barbosa suggested placing the houses so that they face the park.
DENA ZEPEDA	Dena Zepeda stated her belief that the state-required 45-year covenant was a mandate and was not actually required.
AMANDA CORTEZ	Amanda Cortez asked about housing program requirements, to which Coordinator Lopez indicated that such a program would comply with state and county requirements.
ANGEL BUTLER	Angel Butler asked when construction on the housing development would start.
MARGARITA ACEVEDO	Margarita Acevedo submitted written allegations of improprieties in a past housing development.
VICE CHAIR BURROLA	Vice Chair Burrola stated that he would like to include two-story homes in the project.

CHAIR AMBRIZ — Chair Ambriz noted that most responses to the housing survey show that they are in favor of single-family houses, which he supports. He recommended beginning development at the southern end of the site, or potentially along Calle de Paseo, but recommended avoiding the area of the sinkhole. He stated his belief that the site would be zoned R1 and mentioned the possibility of placing this matter on a future agenda for further discussion. He also stated that the project should be conducted in phases and indicated that any potential program covenants would be discussed at a future meeting.

VICE CHAIR BURROLA — Vice Chair Burrola mentioned the possibility of widening Allen Drive.

CHAIR AMBRIZ — Chair Ambriz stated that staff needs clear direction on how many acres to develop. He stated that he would agree to six acres for housing now, with the remaining four acres for future housing use. He also recommended phasing the development with single family houses.

GENERAL COUNSEL GUERRA — General Counsel Guerra stated that staff is still receiving direction and that the Board could be presented with a final template with all direction provided, and that the Board could take formal action at that time.

MARGARITA ACEVEDO — Margarita Acevedo submitted written allegations of improprieties in a past housing development.

CINDY — Cindy asked whether new applications would be received for the project, to which Coordinator Lopez indicated that, once a program is developed, an application period would be discussed by the Board prior to release.

SPONTANEOUS COMMUNICATIONS — There were no speakers.

ADJOURNMENT — There being no further business to conduct, the meeting was adjourned at 7:21 p.m.

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Laura M. Nieto, MMC
Chief Assistant Authority Secretary