

IRWINDALE CITY COUNCIL CHAMBERS
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706

MARCH 24, 2021
WEDNESDAY
6:50 P.M.

The Irwindale **CITY COUNCIL** met in regular session, beginning at the above time and place.

ROLL CALL:

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

Absent: Councilmember Mark A. Breceda

Present: William Tam, City Manager; Theresa Olivares, Assistant City Manager; Adrian Guerra, City Attorney; Ty Henshaw, Police Chief; Arsanious Hanna, City Engineer; Eva Carreon, Director of Finance; Marilyn Simpson, Community Development Manager; Mary Hull, Human Resources Manager, Elizabeth Rodriguez, Public Works Services Manager; Brandi Jones, Senior Planner; Jeff Wagner, Information Technology Manager; Iris Espino, Economic Development Coordinator; and Laura Nieto, Chief Deputy City Clerk

CHANGES TO THE AGENDA

MAYOR ORTIZ

Mayor Ortiz requested that Item No. 2B be postponed for discussion to the second meeting in May.

COUNCILMEMBER TRAVEL REPORTS

None.

COUNCILMEMBER COMMENTS

COUNCILMEMBER AMBRIZ

Councilmember Ambriz reminded that the Irwindale Community Foundation is coordinating an Easter Food Drive this Saturday.

MAYOR ORTIZ

Mayor Ortiz advised that he attended a meeting of the Gold Line Joint Powers Authority Board held on March 11, where an update on the project was provided. He also spoke on the requests he has received for the water aerobics classes to be made available to the public in the near future.

COUNCILMEMBER GARCIA

Councilmember Garcia asked when the gym and the weight room would reopen for use.

MAYOR PRO TEM BURROLA

Mayor Pro Tem Burrola asked when the KidZone program would resume.

INTRODUCTION OF NEW EMPLOYEES / PROMOTIONS

None.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

CHAMBER OF
COMMERCE BUSINESS
OF THE MONTH –
SOUTHERN CA
EDISON

CHAMBER OF COMMERCE BUSINESS OF THE MONTH –
SOUTHERN CALIFORNIA EDISON

The presentation was made.

**SPONTANEOUS
COMMUNICATIONS**

DENA ZEPEDA

Dena Zepeda thanked staff for the Memorial Pavers and the new bus stop at Irwindale Park; stated that the senior residents of Las Casitas appreciated the Council's assistance in attending some matters of concern at the apartment complex, said that the seniors asked if some type of committee could be formed to address similar situations; and read from a statement from Carmen Roman wherein she asked questions regarding the Recreation Department's budget and made a suggestion that the Pool be made its own department. Ms. Zepeda also thanked the Housing Authority Board for addressing her housing concerns.

MARIANA RODRIGUEZ

Mariana Rodriguez requested that the streets near her home be restriped, stated that street sweepers are making illegal u-turns, and reported a street light that is out on her block.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Ambriz, seconded by Mayor Pro Tem Burrola to approve the Consent Calendar; reading ordinances by title only and waiving further reading thereof. The motion was unanimously approved; Councilmember Breceda absent.

ITEM NO. 1A
MINUTES

MINUTES

- 1) Special meeting held March 10, 2021
- 2) Regular meeting held March 10, 2021

ITEM NO. 1B
WARRANTS /
DEMANDS /
PAYROLL

WARRANTS / DEMANDS / PAYROLL

The warrants / demands / payroll were approved.

ITEM NO. 1C
REJECTION OF CLAIM:
ALEXANDER RENDON
VS. CITY OF IRWINDALE

REJECTION OF CLAIM: ALEXANDER RENDON VS. CITY OF
IRWINDALE

The claim of Alexander Rendon was rejected and staff was directed to send a letter of rejection.

ITEM NO. 1D
APPROVE A FEE
WAIVER FOR THE
AMERICAN RED CROSS
WAIVING CITY
FACILITIES RENTAL
FEES

APPROVE A FEE WAIVER FOR THE AMERICAN RED CROSS
WAIVING CITY FACILITIES RENTAL FEES

RESOLUTION NO.
2021-28-3240
ADOPTED

Resolution No. 2021-28-3240, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE APPROVING A FEE WAIVER FOR THE AMERICAN
RED CROSS 501(C)3 NON-PROFIT ORGANIZATION, WAIVING
CITY FACILITY RENTAL FEE," was adopted.

END OF CONSENT CALENDAR

NEW BUSINESS

ITEM NO. 2A
ADOPTION OF THE
2021 LEGISLATIVE
PLATFORM

ADOPTION OF THE 2021 LEGISLATIVE PLATFORM

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented the staff report.

DENA ZEPEDA

Dena Zepeda requested that the Council look into how this matter
would affect management.

MOTION

A motion was made by Councilmember Ambriz, seconded by
Councilmember Garcia, to approve the 2021 Legislative Platform.

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola asked about legislative updates that are
provided by the city's consulting firm, to which Assistant City Manager
Olivares advised that the frequency of their reporting depends on the
legislative matters that are being considered and how they affect
Irwindale; though she noted that they generally provide information
on active legislation on a weekly basis. She further added that, in
addition to the updates that are provided by the city's consultant,
updates are also received from the League of California Cities and
the California Contract Cities.

Responding to a request by Mayor Pro Tem Burrola, Assistant City
Manager Olivares advised that future updates could be provided to
the Council.

MAYOR ORTIZ	Mayor Ortiz asked a clarifying question regarding the city's Legislative Platform, to which Assistant City Manager Olivares advised that the Platform will be presented to the Council annually for updates, and that period updates will be provided to the Council as necessary.
ROLL CALL	The above-mentioned motion was unanimously approved; Councilmember Breceda absent.
<u>ITEM NO. 2B</u> CONSIDERATION OF ORGANIZATIONAL CHANGES TO ENHANCE STRUCTURE TO BETTER MEET THE NEEDS OF THE COMMUNITY AND SUSTAIN DEMANDED SERVICE LEVELS	CONSIDERATION OF ORGANIZATIONAL CHANGES TO ENHANCE STRUCTURE TO BETTER MEET THE NEEDS OF THE COMMUNITY AND SUSTAIN DEMANDED SERVICE LEVELS This matter was continued to the May 26, 2021, meeting.
<u>ITEM NO. 2C</u> ADOPT A COMPREHENSIVE UPDATE TO THE CITY'S EMERGENCY OPERATIONS PLAN, ADOPT AND TRAIN STAFF ON USING AN IRWINDALE SPECIFIC AND CALOES CONTINUITY OF OPERATIONS PLAN IN THE EVENT OF A DISASTER	ADOPT A COMPREHENSIVE UPDATE TO THE CITY'S EMERGENCY OPERATIONS PLAN, ADOPT AND TRAIN STAFF ON USING AN IRWINDALE SPECIFIC AND CALIFORNIA OFFICE OF EMERGENCY (CALOES) CONTINUITY OF OPERATIONS PLAN IN THE EVENT OF A DISASTER
CHIEF HENSHAW	Chief Henshaw presented the staff report and made a PowerPoint presentation.
DENA ZEPEDA	Responding to a question by Dena Zepeda, Chief Henshaw advised that the plan includes approaches to all types of hazards, including natural disasters. Depending on the disaster, staff would render aid to the city's most critical functions in order to save lives, property, and infrastructure.
SUZANNE GOMEZ	Suzanne Gomez suggested training residents so that they may be prepared to respond to disasters.
COUNCILMEMBER AMBRIZ	Councilmember Ambriz expressed concerns regarding the availability of emergency supplies, to which Chief Henshaw advised that the plan outlines which buildings are to be used as emergency shelters, and that staff's goal is to set up an office of emergency management with

staff that would help the community build resiliency by educating residents with basic survival skills.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz also asked about staffing levels in the event of a disaster, to which Chief Henshaw advised that the plan indicates a chain of command during emergencies.

Councilmember Ambriz then asked about the availability of supplies, to which Chief Henshaw indicated that the city has a small supply of food available in a metal container, though staff is looking into which facility would best store the food so that it would last longer.

MOTION

A motion was made by Councilmember Ambriz to adopt **Resolution No. 2021-25-3237**, entitled:

RESOLUTION NO.
2021-25-3237

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE TO ADOPT AN AMENDED EMERGENCY OPERATIONS PLAN AND CONTINUITY OF OPERATIONS PLAN FOR THE CITY OF IRWINDALE," thereby approving the City of Irwindale Emergency Operations Plan and the Continuity of Operations Plan and authorizing the Assistant Director of Emergency Services to submit the plans to the California Emergency Management Agency for review and concurrence; and authorize the City Manager as the Assistant Director of Emergency Services of the City of Irwindale or his/her designee to amend the Emergency Operations Plan and/or the Continuity of Operations Plan to make any changes which may become necessary in the future to keep the Plans current, functional, and in accordance with State and Federal guidelines.

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola asked about the availability of heavy equipment for use after a disaster, to which Chief Henshaw advised that the city already owns basic tools and light equipment, but noted that the city also participates in a mutual aid agreement with local agencies in order to have access to other necessary equipment.

Mayor Pro Tem Burrola requested that the City Manager look into identifying other equipment that the city may need in case of an emergency.

SECOND TO MOTION

Mayor Pro Tem Burrola seconded Councilmember Ambriz's motion.

MAYOR ORTIZ

Mayor Ortiz asked whether the city has a mobile command center, to which Chief Henshaw advised that the city owns a trailer that was converted to a rolling office, though it is not considered a mobile command center. The trailer is equipped to receive the police radio frequency, but it does not have access to 911 phone lines. The Police Department's Emergency Operations Center has multiple phone lines and computers, and staff is looking forward to creating the Office of Emergency Management in the future.

Mayor Ortiz asked about participation by resident volunteers, to which Chief Henshaw indicated that the Police Department previously held "Community Emergency Response Team" classes to help educate and train interested persons on how to respond to emergencies.

DENA ZEPEDA

Dena Zepeda suggested that the city provide food and water for residents at various locations throughout the city, and for the city to educate residents about how to shut off their gas and water lines during emergencies.

ROLL CALL

The above-mentioned motion was unanimously approved; Councilmember Breceda absent.

ITEM NO. 2D
2020 GENERAL PLAN
ANNUAL HOUSING
ELEMENT PROGRESS
REPORT

2020 GENERAL PLAN ANNUAL HOUSING ELEMENT PROGRESS
REPORT

MANAGER SIMPSON

Manager Simpson presented the staff report as well as a PowerPoint presentation.

DENA ZEPEDA

Dena Zepeda complained about the General Plan and made allegations against staff.

COUNCILMEMBER
GARCIA

Councilmember Garcia asked about potentially changing the amounts of homes to be distributed amongst the various income categories, to which Manager Simpson advised that the allotments of homes are established by the Southern CA Association of Governments based on the needs of the region.

CITY ATTORNEY
GUERRA

City Attorney Guerra advised that attempting to change the numbers established by the Southern CA Association of Governments is extremely difficult, and that he knows of a number of cities that have attempted to appeal their numbers, but were unsuccessful.

MAYOR PRO TEM
BURROLA

Responding to a question by Mayor Pro Tem Burrola, Manager Simpson advised that the allotments identified by the Southern CA Association of Governments are based on income levels, not age groups. She added that certain criteria would need to be met per state law in order for a senior complex to be constructed. She noted, however, that the city is not obligated to build the homes; rather, the city's obligation is to identify land where housing can be built.

MOTION

A motion was made by Councilmember Ambriz, seconded by Mayor Pro Tem Burrola, to: 1) approve the 2020 General Plan Annual Housing Element Progress Report, and 2) authorize staff to submit the 2020 General Plan Annual Housing Element Progress Report to the Governor's Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD). The

motion was unanimously approved; Councilmember Garcia abstaining and Councilmember Breceda absent.

ITEM NO. 2E
CAPITAL
IMPROVEMENT
PROGRAM UPDATE

CAPITAL IMPROVEMENT PROGRAM UPDATE (Verbal)

CITY ENGINEER HANNA City Engineer Hanna made a PowerPoint presentation where he updated the Council on the Mining Division's activities, including work on the Olive Pit and United Rock Products Pit 2, resurfacing projects, traffic signal improvements, Building & Safety services in collaboration with the County of Los Angeles, Capital Improvement projects including the Senior Center, the Irwindale Park Improvement Project, the Recreation Center seismic upgrade, and the Library Extension Project, affordable housing, the proposed new development projects at the Manning Pit, Reliance II Pit, the "Park at Live Oak" project, and 13131 Los Angeles Street, and potential developments at the Irwindale Speedway and the Nu-Way Pit.

DENA ZEPEDA Dena Zepeda thanked the Council for the improvements made at Irwindale Park, suggested that a new vehicle lane be built on northbound Azusa Canyon Road near San Bernardino Road, made suggestions for improving the vacant building at the corner of Irwindale Avenue and Arrow Highway, and requested that the timing at the traffic signal at Arrow Highway and Irwindale Avenue be adjusted to allow more time for left hand turns.

COUNCILMEMBER AMBRIZ Councilmember Ambriz thanked Engineer Hanna and his staff for all their hard work.

MAYOR PRO TEM BURROLA Responding to several questions by Mayor Pro Tem Burrola, Engineer Hanna advised that construction of the building at 14988 Los Angeles Street has completed; and provided construction scheduling for other local projects. Additionally, he advised that the Olive Pit has limited hours of operation, and that they have requested to increase these hours, but that they first must meet the conditions of the agreement, which includes the installation of a traffic signal at Azusa Canyon Road and Los Angeles Street.

COUNCILMEMBER GARCIA Councilmember Garcia asked about the availability of 20 acres on the east side of the Manning Pit and whether the public would be given the opportunity to make suggestions as to what to place at the site, to which Engineer Hanna indicated that there are no specific plans for the site yet, and that there is still time for the community to make suggestions.

MAYOR ORTIZ Mayor Ortiz reported on the lack of consistent street sweeping near the pits and expressed concern over speeding vehicles, to which Engineer Hanna advised that the Engineering Department could

install speed readers to remind motorists to drive at or below the posted speed limit, and that staff will contact the mining companies to follow-up on the consistency of street sweeping.

CITY ATTORNEY
GUERRA

City Attorney Guerra noted that the project at 5175 Vincent Avenue has the environmental documents currently out for public review. At some point in late spring or early summer, the project will be taken to the Planning Commission for consideration, and will be subsequently forwarded to the Council for further consideration.

PUBLIC HEARINGS

None.

**CITY MANAGER'S
REPORT**

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented an update regarding the services provided by the Community Services Division. She advised that monthly flyers announcing the city's various programs and activities have been mailed out to all residents recently due to COVID. Information was also posted on social media. However, since restrictions are being lessened, the city will revert to sending mailers only to those who have opted-in to receive them, beginning in May. Information will still be posted on social media. She also advised that the citywide newsletter will be launched soon and will be mailed to all residents.

DENA ZEPEDA

Dena Zepeda complained that the flyers would not be sent to all residents anymore since she would not be able to view the information online because she is not familiar with technology. She then thanked Sergeant Gatto for the Police Department's Facebook posts.

PUBLIC INFORMATION
OFFICER ESPINO

Public Information Officer Espino provided an update on COVID-19 and the availability of vaccinations.

MAYOR ORTIZ

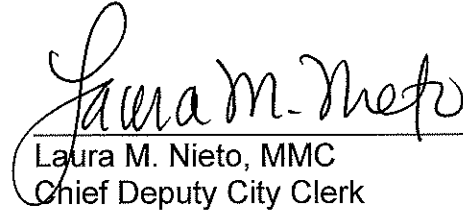
Mayor Ortiz asked when staff anticipates being able to open the Council Chambers for the public to attend public meetings, to which City Manager Tam advised that the city continues to monitor the County Health Department's updates and is looking to determine which San Gabriel Valley cities are allowing the public to attend their meetings. He added that there are no current plans to allow public gatherings in the immediate future, though staff will provide an update within 60 days.

**FUTURE AGENDA
ITEMS REQUESTED BY
COUNCILMEMBERS**

There were none.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:22 p.m.



Laura M. Nieto, MMC
Chief Deputy City Clerk

Approved as submitted at the meeting held April 14, 2021.