

CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200 • FACSIMILE: 962-4209



NOTICE AND AGENDA FOR THE REGULAR MEETING OF THE

CITY COUNCIL

SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

HOUSING AUTHORITY

MAY 10, 2023

REGULAR MEETING - 6:30 P.M. - OPEN SESSION

IRWINDALE CITY COUNCIL CHAMBER

H. MANUEL ORTIZ
MAYOR

ALBERT F. AMBRIZ
MAYOR PRO TEM

MARK A. BRECEDA
COUNCILMEMBER

LARRY G. BURROLA
COUNCILMEMBER

MANUEL R. GARCIA
COUNCILMEMBER

Via Zoom Webinar at <https://us02web.zoom.us/j/87104592389>

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).

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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



OPEN SESSION – 6:30 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

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

CHANGES TO THE AGENDA

COUNCIL MEMBER TRAVEL REPORTS

COUNCILMEMBER COMMENTS

INTRODUCTION OF NEW EMPLOYEES/PROMOTIONS

PROCLAMATIONS / PRESENTATIONS / COMMENDATIONS

- Recognition of Irwindale Police Officer Jaycon Sanchez, LAPD SWAT Graduate
- Proclamation proclaiming Public Works Week in the City of Irwindale – May 21 – 27, 2023
- Proclamation proclaiming Public Service Week in the City of Irwindale – May 7 – 13, 2023
- Proclamation proclaiming Teacher Appreciation Week in the City of Irwindale – May 8 – 12, 2023

CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the City Council requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

1. Minutes

Department: Administration / City Clerk

Recommendation: Approve the following minutes:

- A. Special meeting held April 12, 2023
- B. Regular meeting held April 12, 2023

2. Warrants/Demands/Payroll

Department: Finance

Recommendation: Approve

3. Resolution Approving the Donation to the Irwindale Educational Foundation
Department: Administration

Recommendation: That the City Council **adopt Resolution No. 2023-41-3419** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE FINDING THAT THE PUBLIC PURPOSE WOULD BE SERVED BY THE DONATION TO THE IRWINDALE EDUCATIONAL FOUNDATION OF THE USE OF A BILLBOARD DISPLAY IN THE CITY OF IRWINDALE AND APPROVING THE DONATION THERETO" reading by title only and waiving further reading thereof.

4. Rejection of Claim: James Daly vs. City of Irwindale
Department: Administration

Recommendation: That the City Council (1) Reject the claim of James Daly vs. City of Irwindale; and (2) Direct staff to send a letter of rejection.

5. Consider Award of Contract for Banking Services to Wells Fargo Bank (Joint Item with the Successor Agency and Housing Authority)
Department: Finance

Recommendation: Authorize the City Manager to execute an agreement with Wells Fargo Bank subject to final language approval by the City Manager and City Attorney and authorize staff to terminate the City's existing contract with Bank of the West pursuant to the terms of the contract.

6. Approval of Agreement with Los Angeles County and Authorization for Construction of the Traffic Signal Modifications Project at Arrow Highway and Vincent Avenue; P-980
Department: Engineering

Recommendation: That the City Council (1) approve the agreement between the City of Irwindale and Los Angeles County for the construction of the Traffic Signal Modifications Project at the Intersection of Arrow Highway and Vincent Avenue; and (2) authorize staff to proceed with construction of improvements in the amount of \$177,000 utilizing the City's Traffic Signal Contractor, Santa Fe Springs Traffic Signal Maintenance Division, to perform the work under the City's current extraordinary maintenance agreement.

SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. 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 (except as stated) participate it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action.

Any public member addressing the Board shall limit his or her address to three (3) minutes regarding the subject under discussion. 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. In no event shall any donations of time exceed six minutes of total speaking time per person on any one item. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject under discussion for all speakers. In no event shall the total amount of speaking time exceed 6 minutes per person for the subject under discussion. Organized group of persons wishing to address the Board on the same subject matter, should select a spokesperson to represent the group, so as to avoid unnecessary repetition. The City Council may regulate a speaker who is speaking too long, being unduly repetitious, or extending discussion of irrelevancies.

In the hybrid format, both in-person and hybrid audience members will participate in the following order:

Tier 1: In-person attendees

Tier 2: Teleconference attendees

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

NEW BUSINESS

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

7. Discuss Potential Changes to the Installation of Dedication Pavers
Department: Administration

Recommendation: That the City Council discuss the dedication paver applicant fee and **approve Resolution No. 2023-34-3412** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, APPROVING AND ADOPTING AMENDMENT NO. 2 TO THE CITY OF IRWINDALE DEDICATION PLAQUE AND PAVER POLICY, AND FINDING THAT A PUBLIC PURPOSE WOULD BE SERVED BY SUBSIDIZING THE COST OF THE PAVER ENGRAVING".

8. Procedures for Ceremonial Documents
Department: Administration

Recommendation: That the City Council discuss the matter, provide direction to staff, and **adopt Resolution No. 2023-40-3418** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA APPROVING AN ADMINISTRATIVE POLICY ENTITLED "PROCEDURES FOR CITY RECOGNITIONS" reading by title only and waiving further reading thereof.

PUBLIC HEARINGS

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

9. Ordinance No. 769, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REPEALING ORDINANCE NOS 709, 743, AND 764 IN THEIR ENTIRETY, AMENDING TITLE 15 OF THE IRWINDALE MUNICIPAL CODE BY ADDING CHAPTER 15.07 – "EXISTING BUILDING CODE," AND ADOPTING BY REFERENCE THE LOS ANGELES COUNTY BUILDING CODE (2023 EDITION) WITH IRWINDALE AMENDMENTS, LOS ANGELES COUNTY ELECTRICAL CODE (2023 EDITION), LOS ANGELES COUNTY PLUMBING CODE (2023 EDITION), LOS ANGELES COUNTY MECHANICAL CODE (2023 EDITION), LOS ANGELES COUNTY GREEN BUILDING STANDARDS CODE (2023 EDITION), LOS ANGELES COUNTY RESIDENTIAL CODE (2023 EDITION), EXISTING BUILDING CODE (2023 EDITION), AND ADOPTING LOCAL AMENDMENTS THERETO, PURSUANT TO GOVERNMENT CODE SECTION 50022.2 ET SEQ"

Department: Engineering

Recommendation: This public hearing will be held on Wednesday, May 24, 2023.

CITY MANAGER'S REPORT**REQUESTS BY COUNCILMEMBERS FOR FUTURE AGENDA ITEMS**

- Request by Mayor Pro Tem Ambriz regarding the purchase of Renaissance Faire tickets for Irwindale residents
- Request by Councilmember Burrola regarding mosquito awareness information for the community

ADJOURN

**SUCCESSOR AGENCY TO THE IRWINDALE
COMMUNITY REDEVELOPMENT AGENCY**

AB 2449 DISCLOSURES

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

CONSENT CALENDAR

10. Minutes

Recommendation: Approve the following minutes:

- A. Regular meeting held April 12, 2023

11. Warrants

Recommendation: None for approval

12. Consider Award of Contract for Banking Services to Wells Fargo Bank (Joint Item with the City Council and Housing Authority)

Department: Finance

Recommendation: Authorize the City Manager to execute an agreement with Wells Fargo Bank subject to final language approval by the City Manager and City Attorney and authorize staff to terminate the City's existing contract with Bank of the West pursuant to the terms of the contract.

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.

NEW BUSINESS

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

PUBLIC HEARINGS

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

ADJOURN

HOUSING AUTHORITY

AB 2449 DISCLOSURES

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

CONSENT CALENDAR

13. Minutes

Department: Administration / City Clerk

None for approval

14. Consider Award of Contract for Banking Services to Wells Fargo Bank (Joint Item with the City Council and Successor Agency)

Department: Finance

Recommendation: Authorize the City Manager to execute an agreement with Wells Fargo Bank subject to final language approval by the City Manager and City Attorney and authorize

staff to terminate the City's existing contract with Bank of the West pursuant to the terms of the contract.

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.

NEW BUSINESS

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

Verbal Report on Las Casitas

Department: Community Development

PUBLIC HEARINGS

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

ADJOURNMENT

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, and Housing Authority, to be held on May 10, 2023, be posted at the City Hall, Library, and Post Office on May 4, 2023.

Laura M. Nieto, MMC

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

CC Item 1A

**APRIL 12, 2023
WEDNESDAY
5:00 P.M.**

The Irwindale **CITY COUNCIL** met in special session at the above time and place.

ROLL CALL:

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

Absent: Councilmember Mark A. Breceda

Also Present: Julian A. Miranda, City Manager; Adrian Guerra,
City Attorney; and Laura Nieto, Chief Deputy City Clerk

AB 2449 DISCLOSURES None.

**SPONTANEOUS
COMMUNICATIONS**

None.

**RECESS TO
CLOSED SESSION**

At 5:02 p.m., the City Council met in Closed Session to discuss the following:

Conference with Legal Counsel – Existing Litigation
Pursuant to California Government Code Section 54956.9

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

ACTION: Discussed, update provided; no reportable action
(Councilmember Breceda absent)

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

Property: 16154-16158 Arrow Highway (APNs 8417-029-024 and 025)

Agency Negotiator: Marilyn Simpson, Community Development Director

Negotiating Parties: Rudolfo A. Dominguez Trustee

Under Negotiation: Price and terms of payment

ACTION: Discussed, information provided to Council; no reportable action; direction provided to staff (Councilmember Breceda absent)

Property: Olive Pit (APN 8415-001-906, 908)

Agency Negotiator: Julian A. Miranda, City Manager and William K. Tam, Interim Director of Engineering / Building Official

Negotiating Parties: United Rock Products Corp.

Under Negotiation: Sublease Price and Terms

ACTION: Discussed, direction provided to staff; no reportable action

**RECONVENE IN
OPEN SESSION**

At 6:30 p.m., the City Council reconvened in Open Session with all members present.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 6:36 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

CC Item 1B

APRIL 12, 2023
WEDNESDAY
6:36 P.M.

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

ROLL CALL:

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

Also Present: Julian A. Miranda, City Manager; Adrian Guerra, City Attorney; John Fraijo, Police Captain; Theresa Olivares, Assistant City Manager; Kambiz Borhani, Director of Finance / City Treasurer; Marilyn Simpson, Community Development Director; Mary Hull, Human Resources Manager, and Laura Nieto, Chief Deputy City Clerk

AB 2449 DISCLOSURES None.

CHANGES TO THE AGENDA

CITY MANAGER
MIRANDA

City Manager Miranda noted the following: 1) an increase in the amount mentioned in Item K5, 2) an updated title to Item K9, and 3) Item M1 erroneously indicated that the matter was requested by Mayor Ortiz but was actually requested by Mayor Pro Tem Ambriz.

COUNCILMEMBER TRAVEL REPORT

None.

COUNCILMEMBER COMMENTS

MAYOR ORTIZ

Mayor Ortiz thanked and commended the Recreation Department for the success of the recent Easter Eggstravaganza event.

INTRODUCTION OF NEW EMPLOYEES / PROMOTIONS

INTRODUCTION AND ADMINISTRATION OF OATH OF OFFICE TO IRWINDALE POLICE CHIEF CHRISTOPHER HOFFORD

INTRODUCTION AND ADMINISTRATION OF OATH OF OFFICE TO IRWINDALE POLICE CHIEF CHRISTOPHER HOFFORD

The introduction was made, and the oath of office was administered.

INTRODUCTION OF IRWINDALE POLICE SERGEANT JESSE BRAVO

INTRODUCTION OF IRWINDALE POLICE SERGEANT JESSE BRAVO

The introduction was made.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

PROCLAMATION
PROCLAIMING
APRIL 23 – 29 AS
NATIONAL LIBRARY
WEEK IN THE CITY
OF IRWINDALE

PROCLAMATION PROCLAIMING APRIL 23 – 29 AS NATIONAL
LIBRARY WEEK IN THE CITY OF IRWINDALE

The proclamation was made.

CHAMBER OF
COMMERCE
QUARTERLY UPDATE

CHAMBER OF COMMERCE QUARTERLY UPDATE

The presentation was made.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Breceda, seconded by Mayor
Pro Tem Ambriz, to approve the Consent Calendar. The motion was
unanimously approved.

ITEM NO. 1
MINUTES

MINUTES

The following minutes were approved:

- A) Special Joint meeting held March 22, 2023
- B) Regular meeting held March 22, 2023

ITEM NO. 2
WARRANTS

WARRANTS

The warrants were approved.

ITEM NO. 3
FIVE-YEAR GENERAL
SERVICES AGREEMENT
BETWEEN THE CITY OF
IRWINDALE AND THE
COUNTY OF LOS
ANGELES

FIVE-YEAR GENERAL SERVICES AGREEMENT BETWEEN THE
CITY OF IRWINDALE AND THE COUNTY OF LOS ANGELES

RESOLUTION NO.
2023-29-3407
ADOPTED

Resolution No. 2023-29-3407, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE, CALIFORNIA, APPROVING THE GENERAL
SERVICES AGREEMENT BETWEEN THE CITY OF IRWINDALE
AND THE COUNTY OF LOS ANGELES FOR A PERIOD OF FIVE
YEARS, COMMENCING JULY 1, 2023 THROUGH JUNE 30, 2028,”
was adopted, the Mayor was authorized to execute the General
Services Agreement on behalf of the City, and the Chief Deputy City
Clerk was directed to forward a signed pdf copy of the General

Services Agreement via email to the County, along with a certified electronic copy of the approved resolution indicating the approval of this item.

ITEM NO. 4
APPROPRIATION OF
SUPPLEMENTAL LAW
ENFORCEMENT
SERVICES FUNDS
FOR THE CITIZEN
OPTION FOR PUBLIC
SAFETY PROGRAM
(COPS) AB3229

APPROPRIATION OF SUPPLEMENTAL LAW ENFORCEMENT
SERVICES FUNDS FOR THE CITIZEN OPTION FOR PUBLIC
SAFETY PROGRAM (COPS) AB3229

RESOLUTION NO.
2023-28-3406
ADOPTED

Resolution No. 2023-28-3406, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE RECORDING REVENUES, INTEREST, AND AUTHORIZING AN APPROPRIATION IN THE AMOUNT OF \$166,316.00 FOR FISCAL YEAR 2022-23 OF SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDS FOR THE CITIZEN'S OPTION PUBLIC SAFETY PROGRAM (COPS)," was adopted.

ITEM NO. 5
APPROVE
APPROPRIATION OF
ASSET FORFEITURE
FUNDS

APPROVE APPROPRIATION OF ASSET FORFEITURE FUNDS

RESOLUTION NO.
2023-27-3405
ADOPTED

Resolution No. 2023-27-3405, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING RECEIPT OF AND APPROPRIATING FEDERAL ASSET FORFEITURE FUNDS FOR USE BY THE POLICE DEPARTMENT," was adopted, with the corrections noted above by City Manager Miranda.

ITEM NO. 6
APPROVAL OF AN
INTERIM DESIGN FOR
TRAFFIC SIGNAL
MODIFICATIONS AT
ARROW HWY AND
VINCENT AVE.

APPROVAL OF AN INTERIM DESIGN FOR TRAFFIC SIGNAL
MODIFICATIONS AT ARROW HIGHWAY AND VINCENT AVENUE;
P-980

An Interim Design for Traffic Signal Modifications at Arrow Highway and Vincent Avenue was approved, and staff was authorized to solicit bids for construction of the project.

ITEM NO. 7
CONSIDERATION OF
PROPOSED
PERSONNEL

CONSIDERATION OF PROPOSED PERSONNEL ADJUSTMENT

ADJUSTMENT

RESOLUTION NO.
2023-30-3408
ADOPTED

Resolution No. 2023-30-3408, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ESTABLISHING THE NUMBER OF POSITIONS, SCHEDULE OF CLASSES, AND COMPENSATION FOR CITY EMPLOYEES," was adopted.

ITEM NO. 8
AMENDMENT TO THE
CITY OF IRWINDALE
RESIDENT
IDENTIFICATION
CARD POLICY

AMENDMENT TO THE CITY OF IRWINDALE RESIDENT
IDENTIFICATION CARD POLICY

RESOLUTION NO.
2023-31-3409
ADOPTED

Resolution No. 2023-31-3409, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING AMENDMENTS TO THE CITY OF IRWINDALE RESIDENT IDENTIFICATION CARD POLICY," was adopted, and the Resident Identification Card Policy attached to the staff report was approved as amended per City Council direction at its regularly scheduled meeting on March 22, 2023.

ITEM NO. 9
2022 GENERAL PLAN
ANNUAL PROGRESS
REPORT

2022 GENERAL PLAN ANNUAL PROGRESS REPORT

RESOLUTION NO.
2023-32-3410
ADOPTED

Resolution No. 2023-32-3410

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, RECEIVING AND APPROVING THE GENERAL PLAN ANNUAL PROGRESS REPORT FOR THE 2022 CALENDAR YEAR TO THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR) AND THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD)," was adopted.

END OF CONSENT CALENDAR

SPONTANEOUS
COMMUNICATIONS

DENA ZEPEDA

Dena Zepeda alleged that the Council took her right to speak on behalf of others, complained that a resident was unable to find a parking space for tonight's meeting, threatened to videorecord Councilmembers, and stated that she was displeased with Athens Services.

CARMEN ROMAN Carmen Roman complained that machinery was parked in a handicap parking stall, stated that it was “unconstitutional” for the Council to pass laws, requested additional time so that she can read an email she sent to staff, and requested an audit of the affidavits submitted to the city as part of the Resident ID program.

CITY MANAGER MIRANDA City Manager Miranda advised that the Council has just approved the revision of the Resident ID affidavits to allow relatives of residents to fill out the affidavits.

VERONICA BARBOSA Veronica Barbosa complained that the Housing Authority would not convene for a meeting tonight, and alleged that the city has harmed seniors by not complying with federal, state, and county laws for seniors and the homeless. She alleged that the applicant ranking list used for Las Casitas Senior Apartments contained errors and conflicts of interest.

GARY BRECEDA Gary Breceda stated that his father, Raymond Breceda, has been abused by Rosalva Solario Breceda, and requested criminal prosecution for Mrs. Breceda’s filing of a falsified quitclaim deed to his father’s property.

RALPH GALVAN Ralph Galvan, representing the Valley County Water Board, invited all to an upcoming “Water Awareness Day Celebration” to be held on May 5.

CRYSTAL LOPEZ Crystal Lopez, with Senator Rubio’s office, provided a legislative update for Senator Rubio.

NEW BUSINESS

ITEM NO. N1
REPORT ON THE
OUTDOOR HANGING
OF CLOTHES ON
RESIDENTIAL
PROPERTIES

REPORT ON THE OUTDOOR HANGING OF CLOTHES ON
RESIDENTIAL PROPERTIES

DIRECTOR SIMPSON Director Simpson presented the report.

DENA ZEPEDA Dena Zepeda stated that residents should be able to hang their clothes out to dry.

CARMEN ROMAN Carmen Roman made comments about Mexico, Puerto Rico, and pink and green paint. She added that she likes her clothes to be air dried.

- ANTHONY NARANJO Anthony Naranjo stated that this issue was brought up by residents, and not by the Council. He stated his concern with residents hanging clothes on fences of adjacent properties or street-facing properties instead of clotheslines.
- DIRECTOR SIMPSON Director Simpson stated that the Community Development Department received a question several months ago regarding clothing hung to dry on a shared wall or fence. Staff researched the Municipal Code and found no provisions that address the concern. Staff conducted additional research of nearby cities, and the results are included in the staff report.
- "MEGZ" An online individual identified as "Megz" stated that she refused to dry her clothes in a clothes dryer, complained about the time limit set for individuals to speak at public meetings, made a vague threat for a lawsuit, requested that she be removed from the city's Resident ID Program insurers, and stated that the city should eliminate the program altogether.
- ROBERT ESCOVEDO Robert Escovedo stated that he has an issue with clothes hanging on fences, and not clothes hung on a clothesline. He spoke on the difficulties he has experienced speaking to his neighbors regarding his concerns.
- MAYOR PRO TEM
AMBRIZ Mayor Pro Tem Ambriz stated that clothes hung on clotheslines are fine, but clothes hung on fences, trees, and shrubbery, or in the front yard, should be considered a public nuisance.
- COUNCILMEMBER
BURROLA Responding to a question by Councilmember Burrola, Senior Code Enforcement Officer Tyler advised that Code Enforcement Officer Silva spoke to residents that hung their clothes on their neighbors' fence. He added that the resident is aware that the complaint is a civil issue.
- Councilmember Burrola noted that he receives complaints about trees overhanging on properties and stated that it is up to the property owners to be good neighbors and stated his opposition to enacting any additional prohibitions.
- Responding to a question by Councilmember Burrola, Senior Code Enforcement Officer Tyler indicated that the Municipal Code does not authorize him to issue fines for hanging clothes in inappropriate areas.
- DIRECTOR SIMPSON Director Simpson added that these concerns are civil issues between property owners. Code Enforcement Officers make house visits as a courtesy but cannot compel anyone since there is no Municipal Code section they could cite.

DENA ZEPEDA	Dena Zepeda spoke on her good experiences with Code Enforcement. She added that if she wanted to hang clothes on her tree, she would do so.
COUNCILMEMBER BRECEDA	Councilmember Breceda stated that hanging clothes in the back yard is fine, but it becomes a public nuisance when hanging in the front yard.
COUNCILMEMBER GARCIA	Councilmember Garcia made a motion to receive and file the report.
CARMEN ROMAN	Carmen Roman complained that her neighbor's tree hangs over her patio and creates a mess. She asked that the tree be cut down. She also suggested that neighbors that take their disputes to civil court be fined.
COUNCILMEMBER BURROLA	Councilmember Burrola worried that enacting more regulations would cause more issues.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz stated that hanging clothes out to dry on another's property is a nuisance and spoke in favor clearly identifying nuisances in the Municipal Code so that Code Enforcement Officers have something they can work with when following up on residential complaints.
DIRECTOR SIMPSON	Responding to a comment by Mayor Ortiz, Director Simpson advised that, though the Municipal Code does not address this situation, Code Enforcement Officers visit residents as a courtesy when complaints are received. However, if the action taken by the resident does not violate the Municipal Code, the Code Enforcement Officers are unable to issue citations.
MAYOR ORTIZ	Mayor Ortiz concurred that these types of disputes should be settled neighbor-to-neighbor. He then asked City Attorney Guerra for input, to which he advised that any violation of the Municipal Code is deemed a nuisance. He suggested that the Council consider limiting hanging clothes in areas that are not visible to the public right of way, which seems to be the standard across most cities. Additionally, that any clothes being hung remain within the boundaries of the property without affecting a neighboring property. He stated that these would be the most that he would recommend implementing.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz felt that this matter should not just be received and filed and spoke in support of taking action. He recommended directing staff to prepare a report and take action at a future meeting to identify what constitutes a public nuisance.

DIRECTOR SIMPSON	Director Simpson indicated that Community Development staff could conduct further research and added that the Council should call staff if they have specific items that they would consider to be public nuisances. She added that additional information could be presented to the Council and noted that the Municipal Code contains a section identifying public nuisances.
CITY ATTORNEY GUERRA	City Attorney Guerra quoted Section 8.08.010 of the Irwindale Municipal Code and noted that the Code covers public nuisances.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz stated that the referenced Municipal Code section is sufficient for Code Enforcement to take appropriate action. He concurred that the report should be received and filed.
COUNCILMEMBER BRECEDA	Councilmember Breceda seconded Councilmember Garcia's motion.
ROLL CALL	Upon roll call, Councilmember Garcia's motion to receive and file the report was unanimously approved.
<u>ITEM NO. 2</u> AGENDA FORMATTING OPTIONS	AGENDA FORMATTING OPTIONS
CHIEF DEPUTY CITY CLERK NIETO	Chief Deputy City Clerk Nieto made a PowerPoint presentation and introduced the staff report.
MAYOR ORTIZ	Responding to a question by Mayor Ortiz, Chief Deputy City Clerk Nieto advised that the proposed formatting recommendations would consolidate agenda items and reduce the number of records created as a follow-up to actions taken at the meetings. She also noted that the change would also allow individuals to speak regarding matters of any of the convening agencies toward the beginning of the meeting, rather than having to wait until the end, for example, if they wished to speak on Housing Authority matters.
DENA ZEPEDA	Dena Zepeda complained and stated her belief that the change would further limit her ability to speak at public meetings.
MEGAN ZEPEDA	Megan Zepeda asked whether the Councilmembers would still receive pay for convening as other agencies and stated that individuals should still be allowed to speak on each item on the agenda.
COUNCILMEMBER BURROLA	Councilmember Burrola noted that individuals are occasionally confused about whether they are permitted to speak on certain matters due to the agencies convening at different times, and stated that the proposed change would likely eliminate this confusion.

MAYOR ORTIZ	Mayor Ortiz stated his belief that the agenda is fine the way it is currently being prepared, though he acknowledged that moving Spontaneous Communications after the Consent Calendar has caused a little confusion.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz expressed his opinion that only having one Spontaneous Communications would reduce the number of times that individuals may speak during a meeting. He agreed that the agenda should be left as-is.
MOTION	A motion was made by Mayor Ortiz, seconded by Mayor Pro Tem Ambriz, to receive and file the report. The motion was unanimously approved.
<u>ITEM NO. 3</u> DISCUSS POTENTIAL CHANGES TO THE INSTALLATION OF DEDICATION PAVERS	DISCUSS POTENTIAL CHANGES TO THE INSTALLATION OF DEDICATION PAVERS
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares made a PowerPoint presentation and introduced the staff report.
COUNCILMEMBER GARCIA	Responding to a question by Councilmember Garcia, Assistant City Manager Olivares advised that the current policy does not specify that a minimum amount of paver applications must be submitted before processing them. She noted that the quantity of paver applications has subsided from when the service was initially launched, and stated that the Council may, at its discretion, instruct staff to hold off on submitting applications until a certain number has been received.
DENA ZEPEDA	Dena Zepeda stated that, due to the great price, most individuals will want to order large pavers, and asked whether there are sufficient for everybody.
SUZANNE GOMEZ	Suzanne Gomez suggested potentially expanding the site of the Memorial Garden to accommodate more large pavers.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz stated that he liked the costs of the pavers and spoke in favor of updating the policy.
MOTION	A motion was made by Mayor Pro Tem Ambriz, seconded by Councilmember Breceda, to amend the policy. The motion was unanimously approved.

PUBLIC HEARINGS

<u>ITEM NO. N1</u> PUBLIC HEARING AND SECOND	PUBLIC HEARING AND SECOND READING OF ORDINANCE NO. 768 ENTITLED: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REPEALING ORDINANCE NO. 747 IN ITS
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READING OF ORDINANCE NO. 768	ENTIRETY, AMENDING TITLE 15.12 OF THE IRWINDALE MUNICIPAL CODE, ADOPTING BY REFERENCE THE LOS ANGELES COUNTY FIRE CODE (2023 EDITION), AND ADOPTING COUNTY AND CITY AMENDMENTS THERETO, PURSUANT TO GOVERNMENT CODE SECTION 50022.2 ET SEQ."
ASSISTANT ENGINEER PIMENTEL	Assistant Engineer Pimentel presented the staff report.
OPEN PUBLIC HEARING	At 8:41 p.m., Mayor Ortiz opened the public hearing.
CLOSE PUBLIC HEARING	There being no speakers, Mayor Ortiz closed the public hearing at 8:42 p.m.
ORDINANCE NO. 768 ADOPTED ON SECOND READING	Ordinance No. 768, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE REPEALING ORDINANCE NO. 747 IN ITS ENTIRETY, AMENDING TITLE 15.12 OF THE IRWINDALE MUNICIPAL CODE, ADOPTING BY REFERENCE THE LOS ANGELES COUNTY FIRE CODE (2023 EDITION), AND ADOPTING COUNTY AND CITY AMENDMENTS THERETO, PURSUANT TO GOVERNMENT CODE SECTION 50022.2 ET SEQ.," was passed, approved, and adopted, reading by title only and waiving further reading thereof, on the motion of Mayor Pro Tem Ambriz, seconded by Councilmember Breceda, and unanimously approved.

**CITY MANAGER'S
REPORT**

CITY MANAGER
MIRANDA

City Manager Miranda reported the following:

- 1) The 2023 Mayor's State of the City Address will be held on April 20.
- 2) Tickets to the Renaissance Pleasure Faire are available through its website. The Faire is scheduled to operate from April 15 through May 21.
- 3) Applications for the part-time Library Page position are being accepted.
- 4) Traffic volume and pedestrian counts will be conducted on Irwindale Avenue between Calle de Paseo and Martinez Street from April 18-20.
- 5) Athens Services will be picking up old residential trash cans and deploying new replacements on April 14. Staff will also drop off kitchen pails for residents to assist them in separating organic waste. The new organic waste program will begin on April 21.

DENA ZEPEDA Dena Zepeda asked whether residents will be provided free tickets to the Renaissance Pleasure Faire and requested to keep the old trash bins that Athens Services is scheduled to pick up.

CITY MANAGER
MIRANDA City Manager Miranda indicated that free tickets were not offered but that staff would follow up. He added that the waste bins should be placed curbside for Athens Services to pick them up.

**REQUESTS BY
COUNCILMEMBERS
FOR FUTURE AGENDA
ITEMS**

ITEM NO. P1 REQUEST BY COUNCILMEMBER BURROLA FOR DISCUSSION
REQUEST BY CITY ATTORNEY FEES
COUNCILMEMBER
BURROLA FOR
DISCUSSION CITY
ATTORNEY FEES

COUNCILMEMBER Councilmember Burrola requested that the City Attorney fees be
BURROLA discussed in Closed Session at the next meeting.

Responding to a question by Councilmember Burrola, City Attorney Guerra clarified that a majority of the Council may vote to add an item to the agenda for the meeting that is already underway if it involves an emergency situation. However, in order to add a non-emergency item to the agenda for a meeting that is already underway, a 4/5 affirmative vote by the Council must be reached.

CITY ATTORNEY City Attorney Guerra noted a potential conflict of interest with this item
GUERRA and exited the Council Chambers at 8:52 p.m.

MOTION A motion was made by Councilmember Burrola, seconded by Councilmember Breceda, to add City Attorney Fees to the Closed Session portion of the next meeting's agenda. The motion was unanimously approved.

MAYOR ORTIZ Mayor Ortiz noted overgrown vegetation at the property fronting Seaboard Envelope Company's building on Cypress Street and asked whether truck or trailer parking is permitted on the site, to which City Manager Miranda advised that Code Enforcement staff has contacted representatives of the company, who have confirmed that they are working on beautifying the area and cleaning debris.

Responding to a follow-up question by Mayor Ortiz, Code Enforcement Officer Tyler indicated that the site hosts multiple businesses, and that trucks visit the site to pick up and deliver merchandise. Staff will follow up with the businesses so that they remove the excess parked truck trailers.

MAYOR PRO TEM
AMBRIZ

Mayor Pro Tem Ambriz requested to look into obtaining funds to purchase tickets to the Renaissance Faire for residents, or possibly solicit funds from the Irwindale Community Foundation for same.

MAYOR ORTIZ

Mayor Ortiz suggested that staff ask the organizers of the Faire for free tickets, to which City Manager Miranda advised that staff will follow up on the request.

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

CITY OF IRWINDALE
PAYROLL WARRANT REGISTER
April 2023

Payroll Batch DATE OF ISSUE 4/6/23	401-04-23, 402-04-23 DEPARTMENT	AMOUNT
	11 City Council	1,731.15
	13 City Administrative Office	52,734.10
	14 Finance Department	25,550.82
	35 Police Department	208,195.70
	40 Recreation Department	24,779.26
	41 Aquatics Department	6,935.69
	42 Senior Citizens' Center	14,725.59
	44 Library	14,317.74
	51 Planning & Community Development	31,444.90
	52 Public Works - Engineering	28,073.85
	57 Public Works - Services	51,533.10
	Gross Payroll	460,021.90
	Required Deductions	(126,307.82)
	Voluntary Deductions	(18,752.16)
	Net Payroll	314,961.92
Payroll Batch DATE OF ISSUE 4/20/23	415-04-23, 416-04-23 DEPARTMENT	AMOUNT
	11 City Council	6,178.98
	13 City Administrative Office	52,564.03
	14 Finance Department	25,550.82
	35 Police Department	187,277.28
	40 Recreation Department	25,512.91
	41 Aquatics Department	9,513.39
	42 Senior Citizens' Center	14,808.60
	44 Library	14,360.03
	51 Planning & Community Development	31,968.04
	52 Public Works - Engineering	28,344.41
	57 Public Works - Services	51,384.09
	Gross Payroll	447,462.58
	Required Deductions	(119,741.90)
	Voluntary Deductions	(20,617.37)
	Net Payroll	307,103.31

Electronic Payments

April 2023

April 1 - 30, 2023



Number	Vendor Name	Date	Amount
5712118	CJPIA Excess Pool		12,920.95
Report Total:			12,920.95

Accounts Payable

Checks by Date - Summary by Check Number

User: imarin
Printed: 5/4/2023 12:04 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
79569	AMERIC34	American Fidelity Assurance Co	04/20/2023	4,447.34
79570	CINGULAR	AT & T Mobility	04/20/2023	1,754.13
79571	BURGUA01	Rene Burguan	04/20/2023	600.00
79572	COUNTY22	County of Engineers Association of Califor	04/20/2023	200.00
79573	FRONT01	Frontier Communications	04/20/2023	454.71
79574	FRYMARK	Maricela Frymark	04/20/2023	124.58
79575	INDEPE	Independent Cities Association	04/20/2023	1,400.00
79576	JARAMI07	Andrea Danielle Jaramillo	04/20/2023	205.52
79577	NIETO01	Laura Nieto	04/20/2023	5.00
79578	ORTIZH	H. Manuel Ortiz	04/20/2023	364.25
79579	LEGAL03	Pre-Paid Legal Services, Inc.	04/20/2023	37.90
79580	ROCH01	Sarah Rocha	04/20/2023	59.54
79581	SIMPSON01	Marilyn Simpson	04/20/2023	161.48
79582	TEXAS01	Texas Life Insurance Co.	04/20/2023	4,588.68
79583	VEGA03	Beverly Vega	04/20/2023	2,500.00
79584	CALIFO56	California State Disbursement Unit	04/20/2023	604.15
79585	CALIFO57	California State Disbursement Unit	04/20/2023	143.07
79586	CITY01	City of Hope	04/20/2023	54.00
79587	ICEA	Irwindale City Employee Assoc.	04/20/2023	792.00
79588	IMEA	Irwindale Mgmt Employee Assoc.	04/20/2023	500.00
79589	IRWIND02	Irwindale Police Officers Assoc.	04/20/2023	2,948.00
79590	ADAMS01	Anthony Adams	04/25/2023	10,100.00
79591	ACEVED	Valinda Acevedo	04/27/2023	75.00
79592	AGUILA07	Berlyn Aguila	04/27/2023	106.12
79593	AT&T06	AT & T	04/27/2023	1,704.74
79594	BANKOF03	Bank of The West	04/27/2023	24,623.88
79595	NEST01	Blue Triton Brands, Inc.	04/27/2023	1,120.54
79596	PMIDEN	Delta Dental Insurance Company	04/27/2023	942.51
79597	ELECN01	Elecnor Belco Electric, Inc.	04/27/2023	58,061.80
79598	ESPINO10	Iris Espino	04/27/2023	2,117.80
79599	FCG01	FCG Consultants Inc.	04/27/2023	438.96
79600	HIGHPE	HPC Computers, Inc.	04/27/2023	1,034.31
79601	PADILLAM	Melissa Marez	04/27/2023	179.28
79602	NATION23	National Union Fire Insurance	04/27/2023	680.31
79603	NESSMA01	Monique Nessman	04/27/2023	75.00
79604	NOCOM01	Natalie Nocom	04/27/2023	83.64
79605	OPTUM01	OptumRx, Inc.	04/27/2023	42,912.75
79606	PEREZ15	Fernando Perez	04/27/2023	75.00
79607	PETTYC05	City of Irwindale Petty Cash	04/27/2023	473.25
79608	SAND02	Robert Sanderson	04/27/2023	3,000.00
79609	SMART&	Smart & Final	04/27/2023	1,550.76
79610	STANDA01	Standard Insurance Co. RV	04/27/2023	475.45
79611	STANDA03	Standard Insurance Company	04/27/2023	2,402.52
79612	STATEO01	State Of California	04/27/2023	356.00
79613	TPX 01	TPX Communications	04/27/2023	2,614.09
79614	VALLEY09	Valley View Mutual Water Co.	04/27/2023	175.60
79615	VIDA01	Michael Vidal	04/27/2023	200.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
79616	VILLA06	Andre Villa	04/27/2023	75.00
79617	VILLA03	Danteandre Villa	04/27/2023	75.00
79618	VIRG01	Miguel Virgen	04/27/2023	75.00
79619	VISION01	Vision Service Plan - (CA)	04/27/2023	1,599.36
79620	VISION01	Vision Service Plan - (CA)	04/27/2023	4,618.73
79621	WILL01	April Williams	04/27/2023	855.00
79622	AZUSALW	Azusa Light & Water	04/27/2023	513.85
79623	CALIFO02	California American Water	04/27/2023	630.39
79624	GASCOM	Gas Company, The	04/27/2023	5,254.27
79625	SOUTHE17	Golden State Water Company	04/27/2023	1,134.25
79626	AT&T06	AT & T	05/04/2023	34,500.00
79627	AT&T08	AT & T	05/04/2023	4,500.00
79628	ALLCI01	All City Management Services, Inc	05/10/2023	466.05
79629	AMAZON1	Amazon Capital Services, Inc.	05/10/2023	318.31
79630	ARAM01	Aramark Uniform & Career Apparel Group	05/10/2023	350.04
79631	ARC03	ARC Document Solutions, Inc.	05/10/2023	412.50
79632	AZUSAP01	Azusa Plumbing Supply	05/10/2023	485.16
79633	BAKER01	Baker & Taylor Books	05/10/2023	110.18
79634	BAKER10	Bakers Man Production	05/10/2023	2,500.00
79635	MIJACA	Balcon Holdings, Inc.	05/10/2023	165.00
79636	BARNEY	Barney's Locksmith Service	05/10/2023	140.00
79637	BEAR01	Bear State Water Heating LLC	05/10/2023	3,331.79
79638	BILLST	Bill's Truck Repair, Inc.	05/10/2023	175.00
79639	BLACKA	Black & White Emergency Vehicles	05/10/2023	300.00
79640	SANGAB11	California Newspapers Partnership	05/10/2023	2,623.26
79641	CINTAS	Cintas Corporation #693	05/10/2023	273.15
79642	COMMER03	Commercial Door Company	05/10/2023	11,364.00
79643	CONCE01	Concentra	05/10/2023	25.00
79644	COSTA01	Costar Realty Information, Inc.	05/10/2023	400.00
79645	DEPTOF02	County of LA Dept of Animal Care & Cont	05/10/2023	1,591.04
79646	COUNTY04	County of Los Angeles	05/10/2023	19,765.27
79647	LOSANG33	County of Los Angeles	05/10/2023	56,766.69
79648	DELONG	Delong Unlimited	05/10/2023	326.34
79649	ENVIRO05	Environmental Science Associates (ESA)	05/10/2023	47,461.65
79650	ESVA01	Esvata LLC.	05/10/2023	3,000.00
79651	EWINGI	Ewing Irrigation Products, Inc.	05/10/2023	30.15
79652	FCG01	FCG Consultants Inc.	05/10/2023	27,224.19
79653	FEDEX	FedEx	05/10/2023	42.38
79654	GARVEY	Garvey Equipment Co	05/10/2023	37.39
79655	GEOLOG	Geologic Associates	05/10/2023	52,999.59
79656	GOVER01	Governmentjobs.com, Inc.	05/10/2023	5,126.76
79657	HDLCOR	HdL Coren & Cone	05/10/2023	1,575.00
79658	ILLINO01	Illinois Library Association	05/10/2023	451.86
79659	INTER01	Interwest Consulting Group	05/10/2023	5,877.50
79660	IRWIND21	Irwindale Hand Wash & Auto Detail	05/10/2023	570.91
79661	JOEAGO	Joe A. Gonsalves & Son	05/10/2023	2,375.00
79662	JOHNSO01	Johnson-Frank Associates, Inc.	05/10/2023	24,264.45
79663	KAESER	Kaeser & Blair	05/10/2023	1,601.72
79664	COORYE	Samir M. Khoury	05/10/2023	3,430.00
79665	LANDSC	Landscape Warehouse III Inc.	05/10/2023	136.04
79666	LAWEO1	Law Enforcement Medical Services, Inc.	05/10/2023	75.00
79667	LINN01	Deborah Linn	05/10/2023	2,562.50
79668	MIDAS	Manuel C Muratalla	05/10/2023	2,494.32
79669	CALIBE01	Lawrence E. Marino	05/10/2023	1,945.07
79670	MATA02	Francisco Mata	05/10/2023	14,773.50
79671	MEJIA05	Jaime Emmanuel Mejia	05/10/2023	1,325.00
79672	NORMWI	Norm Wilson & Sons, Inc	05/10/2023	33,750.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
79673	OFFICE03	Office Depot	05/10/2023	888.73
79674	ORKINP	Orkin Pest Control	05/10/2023	527.98
79675	PLACE01	PlaceWorks, Inc.	05/10/2023	21,058.63
79676	PROPRINT	Pro Printing, Inc.	05/10/2023	454.86
79677	PYROSP	Pyro-Spectaculars, Inc.	05/10/2023	17,175.00
79678	PACIFI13	Rene David LTD	05/10/2023	1,012.22
79679	RICOH01	Ricoh USA, Inc	05/10/2023	61.49
79680	RICOH02	Ricoh USA, Inc	05/10/2023	1,673.13
79681	RIGHT01	Right of Way, Inc.	05/10/2023	220.37
79682	SEAL01	SealMaster of Southern California	05/10/2023	1,241.04
79683	SPRING	Springbrook Software, Inc.	05/10/2023	25,868.64
79684	SWANA	SWANA	05/10/2023	275.00
79685	UNITED11	United Site Services of CA Inc	05/10/2023	589.50
79686	VORTEX	Vortex Industries	05/10/2023	977.50
79687	WAGN02	Jeanette Wagner	05/10/2023	900.00
79688	WALT01	Walters Wholesale Electric Co.	05/10/2023	486.66
79689	WEST04	WC Performance Ford Inc.	05/10/2023	1,709.66
79690	WESTCO05	West Coast Arborists, Inc.	05/10/2023	1,984.50

Report Total (122 checks):

643,478.18

- ☒ City Council
- ☐ Successor Agency
- ☐ Housing Authority
- ☐ Reclamation Authority
- ☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

Date: May 10, 2023
 To: Honorable Mayor and Members of the City Council
 From: Julian A. Miranda, City Manager
 Issue: Resolution Approving the Donation to the Irwindale Educational Foundation

City Manager's Recommendation:

Adopt Resolution No. 2023-41-3419 entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE FINDING THAT THE PUBLIC PURPOSE WOULD BE SERVED BY THE DONATION TO THE IRWINDALE EDUCATIONAL FOUNDATION OF THE USE OF A BILLBOARD DISPLAY IN THE CITY OF IRWINDALE AND APPROVING THE DONATION THERETO" reading by title only and waiving further reading thereof.

Administrative Action:

Submitted by:

Julian A. Miranda, City Manager



Prepared by:

Laura Nieto, Chief Deputy City Clerk



Reviewed by:

Adrian R. Guerra, City Attorney

Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer

Electronically Approved

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

The Irwindale Educational Foundation (IEF) is hosting its fundraiser to raise funds for educational scholarships to qualified Irwindale residents and employees and family members of businesses located within the city limits that are members of good standing of Irwindale Chamber of Commerce. On May 3, 2023, the City received a request for the use of one of the billboard displays in the City during the 2023/2024 fiscal year.

The City in past years has been supportive of this charitable organization and, in fact, has approved the use of one of the Clear Channel Communications' billboard faces that the City receives the right to use along the 210 and 605 Freeways for one month (estimated value of between \$6,500 to \$15,000 depending on the billboard) . The IEF uses the billboard to acknowledge sponsors of the event and to market the Foundation.

The education benefits provided by IEF serves an important public purpose insofar as it helps qualified individuals attain higher education, and thus become more informed and productive members of the community and, assisting members of the Irwindale community attain greater education levels tends to increase their earning potential, creating a likely economic benefit to Irwindale businesses, and consequently City revenues.

Fiscal Impact:

There is no loss of revenues to the City since the Agreement with Clear Channel or CBS Outdoor Inc. allows for City use of the billboard for specified periods of time.

Attachment:

Request from Irwindale Educational Foundation Board
Resolution No. 2023-41-3419



IRWINDALE EDUCATION FUND

A California Non-Profit Corporation

P.O. Box 2307

Irwindale, CA 91706

May 3, 2023

Board of Directors 2023

Officers

Theresa Olivares
City of Irwindale
President

Nicole Shahanian
Irwindale Chamber of Commerce
Treasurer

Elizabeth Rodriguez
City of Irwindale
Secretary

Directors

Gary Clifford
Athens Services

Phyllis Ferguson
California Custom
Fruits & Flavors

John Fraijo
City of Irwindale

Anita Hernandez
Irwindale Brew Yard

Jesus Rodriguez
Decorative Specialties, Inc.

The Honorable H. Manuel Ortiz, Mayor of the City of Irwindale
The Honorable Albert F. Ambriz, Mayor Pro Tem of the City of Irwindale
The Honorable Mark A. Breceda, Councilmember of the City of Irwindale
The Honorable Larry G. Burrola, Councilmember of the City of Irwindale
The Honorable Manuel R. Garcia, Councilmember of the City of Irwindale

Irwindale City Hall
5050 North Irwindale Avenue Irwindale,
CA 91708

Dear Mayor Ortiz and Council Members:

The Irwindale Educational Foundation ("IEF"), a 501(c)(3) non-profit organization, respectfully requests the use of a billboard for 30 days in the 2023/2024 fiscal year to support IEF fundraising efforts.

IEF provides grants to Irwindale residents, employees, and family members of Irwindale Chamber of Commerce members in good standing and located in Irwindale. IEF provides financial assistance to first time college and vocational students and to continuing students making good academic progress. Since 2002, IEF has awarded over \$894,425 in scholarships to deserving students.

On July 28th of this year, the Irwindale Brew Yard will host our fundraising event in their pub, and surrounding area. The evening will feature a casino night. Further details of the event will be communicated separately.

Thank you in advance for your consideration.

Sincerely,

Nicole Shahanian, Treasurer

Cc: Julian Miranda, City Manager, City of Irwindale

RESOLUTION NO. 2023-41-3419

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF IRWINDALE FINDING THAT THE PUBLIC PURPOSE
WOULD BE SERVED BY THE DONATION TO THE
IRWINDALE EDUCATIONAL FOUNDATION OF USE OF A
BILLBOARD DISPLAY IN THE CITY OF IRWINDALE AND
APPROVING THE DONATION THERETO**

WHEREAS, the Irwindale Educational Foundation, a 501 (c)(3) non-profit organization, ("Foundation") annually hosts an event to raise money for grant scholarships to qualified Irwindale residents to improve their opportunity for career development; and

WHEREAS, the grant money raised by the Foundation provides financial assistance for first time college and vocational students and for continuing students making good academic progress; and

WHEREAS, the Foundation further provides grants to employees and family members of a company that is a member in good standing with the Irwindale Chamber of Commerce and whose company is located in Irwindale; and

WHEREAS, the Foundation's purpose of providing educational grants to residents, employees, and family members of businesses within Irwindale, and serves an important public purpose of helping such individuals attain higher education, and thus become more informed and productive members of the community; and

WHEREAS, the aforementioned educational benefits conferred upon Irwindale residents and business community serves an additional public purpose by assisting members of the Irwindale community attain greater education levels tends to increase their earning potential, creating a likely economic benefit to Irwindale businesses, and consequently City revenues; and

WHEREAS, on May 3, 2023, the City received a request from the Irwindale Educational Foundation for the use of a billboard; and

WHEREAS, annually, the City of Irwindale receives from Clear Channel Communications and CBS Outdoor Inc. the right to use two separate displays of certain billboards along the 210 and 605 Freeways for one month per year and the City Council wishes to donate the use of one display of such billboard for one month in the 2023 -2024 fiscal year to the Foundation for fundraising efforts to provide the aforementioned educational grants.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, 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 finds that the Foundation's purpose of providing educational grants to residents, employees, and family members of businesses within Irwindale, and serves an important public purpose of helping such individuals attain higher education, and thus become more informed and productive members of the community. The City Council finds that the aforementioned educational benefits conferred upon Irwindale residents and business community serves an additional public purpose by assisting members of the Irwindale community attain greater education levels tends to increase their earning potential, creating a likely economic benefit to Irwindale businesses, and consequently City revenues. The City Council further finds that the donation to the Foundation of the use of one billboard face display provided by Clear Channel along the 210 and 605 Freeways or CBS Outdoor Inc. along the 605 Freeway for one month in the 2023-2024 fiscal year and at a time approved by Clear Channel or CBS Outdoor Inc. and the City serves the valid public purposes identified herein.

SECTION 3. The City Council hereby approves the donation to the Foundation for the use of one billboard face display provided by Clear Channel along the 210 and 605 Freeways or CBS Outdoor Inc. along the 605 Freeway for one month in the 2023-2024 fiscal year and at a time approved by Clear Channel or CBS Outdoor Inc.

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

PASSED, APPROVED AND ADOPTED this ____ day of May, 2023.

H. Manuel Ortiz, 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. 2023-41-3419 duly adopted by the City Council of the City of the City of Irwindale, at a special meeting held on the _____ day of May 2023 by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers

Laura M. Nieto, MMC
Chief Deputy City Clerk

- ☒ City Council
- ☐ Successor Agency
- ☐ Housing Authority
- ☐ Reclamation Authority
- ☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

CC Item 4

Date: May 10, 2023
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Rejection of Claim: James Daly vs. City of Irwindale

City Manager's Recommendation:

Staff recommends City Council (1) Reject the claim of James Daly vs. City of Irwindale; and (2) Direct staff to send a letter of rejection.

Administrative Action:

Submitted by:

Theresa Olivares, Assistant City Manager



Prepared by:

Laura Nieto, Chief Deputy City Clerk



Reviewed by:

Adrian R. Guerra, City Attorney

Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer

Electronically Approved

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

On April 27, 2023, the City received a claim for damages from claimant James Daly. Claimant Daly alleges that a damaged roadway caused damage to the front driver's side suspension, including control arm, serpentine belt, thrust arm, stabilizer bar, and rear wheel rim of his vehicle. This occurred in the number one lane of Live Oak Avenue west bound east of the intersection with Myrtle Avenue and Peck Road.

The claim was reviewed by the City's claims adjuster, Carl Warren & Co., who has recommended the rejection of the claim on the basis that the damage was caused by an isolated pothole due to inclement weather, and the City did not have notice of the condition. Accordingly, staff is recommending that the City Council reject the claim and direct staff to send a standard letter of rejection. Alternatively, the City Council may direct the City Manager to negotiate resolution of the claim.

Fiscal Impact:

None.

Attachment:

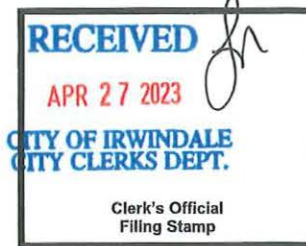
Claim for Damages received April 27, 2023



CITY OF IRWINDALE
CLAIM FOR DAMAGES
TO PERSON OR PROPERTY

INSTRUCTIONS

1. Claims for death, injury to person or to personal property must be filed not later than 6 months after the occurrence.
2. Claims for damages to real property must be filed not later than 1 year after occurrence.
3. Read entire claim before filing.
4. See page 2 for diagram upon which to locate place of accident.
5. This claim form must be signed on page 2 at bottom.
6. Attach separate sheets if necessary to give full details. Sign each sheet.
7. File with City Clerk, 5050 N. Irwindale Ave., Irwindale, CA 91706



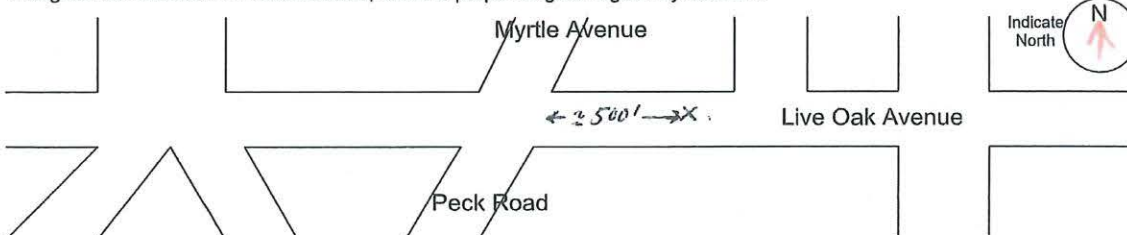
To: City of Irwindale		Claimant's Date of Birth [REDACTED]
Name of Claimant James Daly		Claimant's Occupation Retired Civil Engineer
Home Address of Claimant [REDACTED]		Home Telephone Number [REDACTED]
Business Address of Claimant N/A		Business Telephone Number N/A
Name and address to which you desire notices or communications to be sent regarding this claim: same as above		
When did DAMAGE or INJURY occur? Date: 02/16/2023 Time: 6:20 AM If claim is for Equitable Indemnity, give date claimant served with complaint: _____	Names of any City employees involved in INJURY or DAMAGE N/A	
Where did DAMAGE or INJURY occur? Describe in full detail and locate on diagram on page 2. Where appropriate, give street names, addresses, and measurements from landmarks: Damaged occurred in number one lane of Live Oak Avenue west bound east of the intersection with Myrtle Avenue and Peck Road.		
Describe in detail how the DAMAGE or INJURY occurred. Pothole located in the number one lane was unavoidable due to traffic and caused damage to driver side of vehicle. Front suspension and rear wheel rim were damaged and significantly affected the drivability of vehicle.		
Why do you claim the City of Irwindale is responsible? City of Irwindale maintains this section of roadway and is responsible for the pavement to be in a safe condition free of significant damage.		
What DAMAGE or INJURIES do you claim resulted? Give full extent of injuries or damage claimed. Damaged roadway caused damage to front driver's side suspension including control arm, serpentine belt, thrust arm, and stabilizer bar, rear wheel rim was also damaged.		

Claimant's Name:	James Daly	
State the amount which you are claiming as of the date of presentation of this claim. Give basis of computation.	\$2,177.42 Cost of repairs to vehicle. See highlighted amounts on attachment.	
Give estimated amount of future losses due to INJURY or DAMAGE:	None	
Was damage and/or injury investigated by the police? <u>No</u> If yes, what City? _____		
Were paramedics or ambulance called? <u>No</u> If yes, name City or ambulance _____		
If injured, give name and address of your doctor and the date and time of your first visit:	N/A	
Doctors and Hospitals:		
Doctor _____	Address _____	Date Hospitalized _____
Hospital _____	Address _____	Date Hospitalized _____
Hospital _____	Address _____	Date Hospitalized _____
Witnesses to DAMAGE or INJURY: List all persons and addresses of persons known to have information:		
Name <u>Keith Lehto</u>	Address <u>[REDACTED]</u>	Phone <u>[REDACTED]</u>
Name <u>David MacGregor</u>	Address <u>[REDACTED]</u>	Phone <u>[REDACTED]</u>

READ CAREFULLY

For all accident claims, indicate on the diagram street names, including North, East, South, and West. Indicate place of accident with an "X". Indicate house numbers or distances to street corners.

If a City vehicle was involved, designate with an "A" the location of the City vehicle when you first saw it, and with "B" the location of yourself or your vehicle when you first saw the City vehicle. Indicate location of City vehicle at the time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1". Mark the point of impact with an "X". Note: If diagram below does not fit the situation, attach a proper diagram signed by claimant.



Signature of Claimant (if other than claimant, indicate relationship)	Typed Name	Date
	James Daly	04/24/2023

Note: Claims must be filed with the City Clerk. Presentation of a false claim is a felony (Penal Code Section 72)

**BAUER GERMAN CAR REPAIR**

322 W FOOTHILL BLVD
Text Us: 626-414-5137
GLEN DORA, CA 91740-1183
Tel: 626-963-5775 • Fax: 626-963-7476
bauergermanauto@verizon.net • www.bauergermanauto.com

Invoice 1005318

Service Advisor: Camille A
Technician: Jose Ruiz
Date: 3-6-2023
R/O: J006514

Customer Jim Daly (DAL002)

*Cell: [REDACTED]

Vehicle 2003 Mercedes-Benz CLK500 Base
5.0 GAS

Miles In: 47,384

Miles Out: 47,384

License Plate: [REDACTED]

**Customer Issues and
Advisories****Advisory Notes**

schedule an oil change and the flush you mentioned last time. Also need to check front driver suspension
\$3000 Approval
Rear Driver Side Rm Damage

Work Performed**Scheduled Maintenance**

Labor	Tech	Hrs	Price	Total
Normal Service - 50000 Miles or 80000 Kilometers	03	0.30	269.00	80.70

Parts	Part No	Qty	Price	Total
Oil Filter	0001802609	1.00	19.00	19.00

Scheduled Maintenance SubTotal \$99.70**Part**

Parts	Part No	Qty	Price	Total
Synthetic Oil 5W-40 (Full)	CVV33-74650-238241	7.50	9.90	74.25

Part SubTotal \$74.25**Fluid - A/T**

Labor	Tech	Hrs	Price	Total
Replace - Fluid - A/T - Trans Fluid, Change	03	1.80	269.00	484.20

Parts	Part No	Qty	Price	Total
Transmission Filter & Fluids	1402770095	1.00	375.00	375.00

Fluid - A/T SubTotal \$859.20**Control Arm**

Labor	Tech	Hrs	Price	Total
Replace - Control Arm - Front Suspension - Lower Control Arm - Both Sides	03	2.60	269.00	699.40

Replace - Drive Belt - Serpentine Belt	03	0.60	269.00	161.40
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3034

CAD983604042

Page 1 of 3
ARD00256289

**BAUER GERMAN CAR REPAIR**

Tel: 626-963-5775 • Fax: 626-963-7476

Jim Daly (DAL002) • 2003 Mercedes-Benz CLK500 Base

Invoice I005318

Date: 3-6-2023

Control Arm

Parts	Part No	Qty	Price	Total
Lower Control Arm	2033303411	1.00	150.90	150.90
Lower Control Arm	2033303311	1.00	150.90	150.90
Thrust Arm	2033304011	1.00	172.72	172.72
Thrust Arm	2033303911	1.00	172.72	172.72
Stabilizer Bar	2033234465	2.00	57.14	114.28
Serpentine Belt	0149977192	1.00	55.00	55.00
Control Arm SubTotal				\$1,677.32

Alignment

Labor	Tech	Hrs	Price	Total
Align - Alignment - Front Toe-In, Adjust	01	0.90	139.00	125.10
Alignment SubTotal				\$125.10

Labor

Labor	Tech	Hrs	Price	Total
Rear Driver Side Rum Repair	01	1.00	375.00	375.00
Labor SubTotal				\$375.00

Discounts

Parts	Part No	Qty	Price	Total
DISCOUNT	DISC	1.00	-90.70	-90.70
Discounts SubTotal				(\$90.70)

Total

Labor 1,925.80
Parts 1,194.07
Hazmat* 8.00
Supplies* 30.00
Taxes 122.39

Invoice Total \$3,280.26

* Shop Supply & Hazmat Fees: This charge represents costs and profits (where applicable) to this repair facility for miscellaneous shop supplies, and/or waste removal

Date	Method	Reference	Amount
03-06-2023	Mastercard	Paid 3 6 2023	3,280.26
Payment Totals			3,280.26
Balance Due			0.00

1,677.32
125.10
375.00

2,177.43

3034

CAD983604042

Page 2 of 3
ARD00256289

**BAUER GERMAN CAR REPAIR**

Tel: 626-963-5775 • Fax: 626-963-7476

Jim Daly (DAL002) • 2003 Mercedes-Benz CLK500 Base

Invoice I005318

Date: 3-6-2023

Authorization

Original Estimate Total:

Authorization Method: Mobile

Date: 02-27-2023 2:11 PM

Contact Details: [REDACTED]

Authorized By: Jim Daly

X

Customer Signature

Repair Authorizations

Date/Time	Authorizer	Method	Contact Details	Additional Cost	New Value
02-28-2023 08:17 AM	Jim Daly	[REDACTED]	[REDACTED]	1,199.85	1,199.85
03-01-2023 09:28 AM	Jim Daly	[REDACTED]	[REDACTED]	1,886.11	3,085.96
03-02-2023 12:20 PM	Jim Daly	[REDACTED]	[REDACTED]	294.30	3,380.26

Save replacement parts for inspection or return? (Core may apply)

☐ Yes☐ No

3034

CAD983604042

Page 3 of 3
ARD00256289





- ☒ City Council
- ☒ Successor Agency
- ☒ Housing Authority
- ☐ Reclamation Authority
- ☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

CC Item 5
SA Item 12
HA Item 14

Date: May 10, 2023

To: Honorable Mayor and Members of the City Council
Honorable Chair and Members of the Successor Agency Board
Honorable Chair and Members of the Housing Authority Board

From: Julian A. Miranda, City Manager/Executive Director

Issue: Consider Award of Contract for Banking Services to Wells Fargo Bank

City Manager's Recommendation:

Authorize the City Manager to execute an agreement with Wells Fargo Bank subject to final language approval by the City Manager and City Attorney and authorize staff to terminate the City's existing contract with Bank of the West pursuant to the terms of the contract.

Administrative Action:

Submitted and prepared by:

Kambiz Borhani, Finance Director / City Treasurer
(626) 430-2200

Electronically Approved

Reviewed by:

Adrian R. Guerra, City Attorney/General Counsel

Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer

Electronically Approved

Approved by:

Julian A. Miranda, City Manager/Executive Director



Background and Analysis:

The City of Irwindale ("City") receives banking services from Bank of the West ("BOW"). BOW has been the City's provider since March 1991. Banking industries are subject to constantly changing regulations, technologies, and market conditions. As a result, municipalities must provide regular due diligence of these service providers. Part of ongoing due diligence includes regular competition for the procurement of services.

A competitive procurement process plays a vital role in helping to preserve the integrity of the public finance functions and maintaining citizens' confidence. Industry's best practices recommend that municipal agencies, when feasible, undertake a full-scale competitive process by actively seeking participation of qualified banks, including BOW, to offer their market competitive rates, negotiate preferable terms and conditions and/or service enhancements, and allowing cities to take advantage of technology enhancements, service changes, or evolution in the market.

On February 9, 2023, a Request for Proposals (RFP) for Banking Services was released. Staff received proposals from three qualified banks on March 16, 2023. The proposals were evaluated by all the team members of City's Finance Department ("Review Committee") with emphasis on understanding city's needs, scope of services, technological resources, financial strength, products offered, and fees proposed.

All three banks were invited for oral interviews with the Review Committee. Detailed questions were asked by the panel to assess the experience, resources and qualifications of the individuals assigned to City's accounts, with an understanding of relevant experience managing similar account relationships, quality of conversion plan, integration with existing city resources, implementation planning, and customer service support.

Based on the results of the evaluation, the Review Committee recommended Wells Fargo Bank ("WFB") be retained to provide banking services for the City of Irwindale. WFB met all the required specifications in the RFP and received the highest final score while offering the highest earnings credit rate that can be used to offset banking analysis fees.

	Final	Review
Banks	Score	Committee's Ranking
Bank of the West	140	3
Chase	188	2
Wells Fargo Bank	229	1

WFB has 170-year history of serving local communities. They are a leading national bank ranked fourth in assets by Federal Deposit Insurance Corporation (FDIC) in 2022. They have over 5,500 government relationship accounts, provide \$22.5 billion in

commitments to California government customers, and hold \$29 billion in deposits. Their headquarter is in San Francisco, California, with over 5,200 branches (2021) including locations in Baldwin Park, Duarte, West Covina, and Azusa.

Therefore, City staff recommends that the City Council authorize staff to terminate the current agreement with Bank of the West and execute a new agreement with Wells Fargo Bank for a term of five years.

Fiscal Impact:

There is no additional cost to the city since the city currently pays banking service fees to Bank of the West, which have been accounted for in the City's current budget.

Attachment:

None

- ☒ City Council
- ☐ Successor Agency
- ☐ Housing Authority
- ☐ Reclamation Authority
- ☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

CC Item 6

Date: May 10, 2023

To: Honorable Mayor and Members of the City Council

From: Julian Miranda, City Manager

Issue: Approval of Agreement with Los Angeles County and Authorization for Construction of the Traffic Signal Modifications Project at Arrow Highway and Vincent Avenue; P-980.

City Manager's Recommendation:

That the City Council (1) approve the agreement between the City of Irwindale and Los Angeles County for the construction of the Traffic Signal Modifications Project at the Intersection of Arrow Highway and Vincent Avenue; and (2) authorize staff to proceed with construction of improvements in the amount of \$177,000 utilizing the City's Traffic Signal Contractor, Santa Fe Springs Traffic Signal Maintenance Division, to perform the work under the City's current extraordinary maintenance agreement.

Administrative Action:

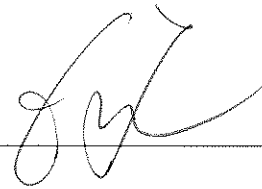
Submitted by:
William K. Tam,
Interim Director of Engineering/ Building Official

Prepared by:
Luis Pimentel, Interim Associate Engineer
(626) 430-2296

Reviewed by:
Adrian R. Guerra, City Attorney

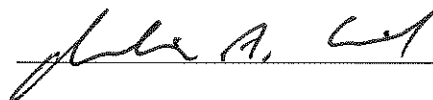
Kambiz Borhani, Finance Director / City Treasurer

Approved by:
Julian A. Miranda, City Manager




Electronically Approved

Electronically Approved



Background and Analysis:

The project for Traffic Signal Modifications at Arrow Highway and Vincent Avenue ("Project") is identified in the City's Capital Improvement Program. It includes installation of new left turn phasing for east/west/north/southbound directions, removal and replacement of outdated signal poles and equipment, and providing ADA accessibility and compliance.

On April 12, 2023, City Council approved the plans for an Interim Design for Traffic Signal Modifications at Arrow Highway and Vincent Avenue and authorized staff to solicit bids for construction of this project.

The intersection of Arrow Highway and Vincent Avenue is under shared jurisdiction between and among the City of Irwindale (50%), the City of Azusa (25%), and the County of Los Angeles (25%). Azusa and Los Angeles County have agreed to fund their respective portions of this interim Project provided Irwindale will perform the contract administration, construction, construction inspection and engineering, materials testing and construction surveying for the entire Project

On November 20, 2022, the City of Azusa executed their Cooperative Agreement for this Project. The Agreement between Los Angeles County and City of Irwindale needs to be executed before construction can begin. Attached is the LA County/City of Irwindale Agreement for execution. Section 4a of the agreement specifies that "the final accounting of the TOTAL COST OF PROJECT shall allocate said total cost among IRWINDALE, AZUSA and the COUNTY based on percentage of the PROJECT to be completed within the jurisdictional boundaries of IRWINDALE, AZUSA and the COUNTY: 50 percent IRWINDALE, 25 percent AZUSA, 25 percent COUNTY".

Staff requested a construction estimate from our Traffic Signal Maintenance contractor, the City of Santa Fe Springs Traffic Signal Maintenance Division, for implementation of the interim traffic signal modifications. Based on the construction estimate of \$177,000, staff is recommending to move forward with construction utilizing the City's existing extraordinary traffic signal maintenance contract with Santa Fe Springs to implement the interim design.

This Project is categorically exempt from CEQA as it consists of replacement or reconstruction of existing facilities, pursuant to Section 15302(c) of CCR, Title 14, Division 6, Chapter 3 "Guidelines for Implementation of the California Environmental Quality Act".

Fiscal Impact:

The City's share of this Project is currently estimated to be \$88,500. Funds in the amount of \$59,421.90 will be allocated from Athens Services' Development Agreement contribution for the Athens Maintenance Yard on Vincent Ave and the remaining \$29,078.10 from the General Fund. Both are budgeted in the Capital Projects Fund 48 (Account Number 48-80-800-45300-8306).

Attachments:

- Traffic Signal Modification Project at the Intersection of Arrow Highway and Vincent Avenue; P-980 Agreement Between Irwindale and Los Angeles County

**TRAFFIC SIGNAL MODIFICATION PROJECT AT THE INTERSECTION OF
ARROW HIGHWAY AND VINCENT AVENUE; P-980
AGREEMENT BETWEEN IRWINDALE AND LOS ANGELES COUNTY**

THIS AGREEMENT, is made and entered into by and between the CITY OF IRWINDALE, a municipal corporation in the County of Los Angeles (hereinafter referred to as IRWINDALE), and the COUNTY OF LOS ANGELES, a political subdivision of the State of California (hereinafter referred to as COUNTY):

WITNESSETH

WHEREAS, The Intersection of Arrow Highway at Vincent Avenue is on the Highway Element of IRWINDALE'S General Plan and on COUNTY'S Highway Plan; and

WHEREAS, IRWINDALE and COUNTY propose to improve the following street segment that is jurisdictionally shared among IRWINDALE, COUNTY, and the CITY OF AZUSA (hereinafter referred to as AZUSA):

Segment	Scope of Work	Thomas Guide	Jurisdiction Shared
The Intersection of Arrow Highway at Vincent Avenue	Traffic Signal Modification	598 G2	IRWINDALE, AZUSA, and COUNTY

WHEREAS, the work will consist of, installation of fully protected and protected-permissive left turns, installation of new traffic signal standards and vehicle heads, , installation of signs, in accordance with the current Standard Plans for Public Works Construction and the Standard Specifications for Public Works Construction, which work is hereinafter referred to as IMPROVEMENTS; and

WHEREAS, PROJECT is within the geographical boundaries of IRWINDALE, AZUSA, and COUNTY; and

WHEREAS, PROJECT is of general interest to IRWINDALE and COUNTY; and

WHEREAS, COUNTY is willing to perform or cause to be performed the PRELIMINARY ENGINEERING AND FINAL DESIGN; and

WHEREAS, IRWINDALE is willing to perform construction inspection, materials testing, construction survey, administration of construction contract for the PROJECT, and to advertise the PROJECT for construction bids; and

WHEREAS, IRWINDALE (50 percent), AZUSA (25 percent) AND COUNTY (25 percent) are each willing to finance their respective jurisdictional shares of TOTAL COST OF PROJECT as described in paragraph 4) a., below; and

WHEREAS, the TOTAL COST OF PROJECT includes the COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN, COST OF CONSTRUCTION CONTRACT, and COST OF CONSTRUCTION ADMINISTRATION as more fully set forth herein; and

WHEREAS, the TOTAL COST OF PROJECT, as defined herein, is currently estimated to be One Hundred One Thousand and Five Hundred and 00/100 Dollars (\$101,500.00) with IRWINDALE'S share (50 percent) estimated to be Fifty Thousand and Seven Hundred Fifty and 00/100 Dollars (\$50,750.00), COUNTY'S share (25 percent) estimated to be Twenty-Five Thousand and Three Hundred Seventy-Five and 00/100 Dollars (\$25,375.00) before credits, and AZUSA'S share (25 percent) estimated to be Twenty-Five Thousand and Three Hundred Seventy-Five and 00/100 Dollars (\$25,375.00); and

WHEREAS, COUNTY'S estimated share is the sum of the costs of actual quantities of construction contract items utilized within COUNTY, twenty (20) percent of that for CONSTRUCTION ADMINISTRATION cost, twenty (20) percent of that for contingencies, minus PRELIMINARY ENGINEERING AND FINAL DESIGN currently estimated to be Seventeen Thousand and Eight Hundred and 00/100 Dollars (\$17,800) altogether estimated to be Seven Thousand and Five Hundred and Seventy-Five and 00/100 Dollars (\$7,575.00).

WHEREAS, a separate agreement between IRWINDALE and AZUSA is being executed to cover the portion of PROJECT within AZUSA'S JURISDICTION; and

WHEREAS, the PROJECT is authorized and provided for by the provisions of Sections 6500 and 23004 et seq. of the Government Code and Sections 1685 and 1803 of the California Streets and Highways Code.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by IRWINDALE and COUNTY and of the promises herein contained, it is hereby agreed as follows:

1) DEFINITIONS:

- a. JURISDICTION as referred to in this AGREEMENT shall be defined as the Intersection of Arrow Highway and Vincent Avenue within the geographical boundaries of the IRWINDALE, AZUSA, and/or unincorporated COUNTY areas.
- b. COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN as referred to in this AGREEMENT shall include the costs of preparation of plan, and cost estimates; and all other necessary work (collectively, PRELIMINARY

ENGINEERING AND FINAL DESIGN) prior to advertising of PROJECT for construction bids.

- c. COST OF CONSTRUCTION CONTRACT as referred to in this AGREEMENT shall consist of the total of all payments to the construction contractor(s) for the PROJECT, the total of all payments to utility companies or contractor(s) for the relocation of facilities necessary for the construction of the PROJECT, and the costs of any additional unforeseen work that is necessary for the construction of the PROJECT.
- d. COST OF CONSTRUCTION ADMINISTRATION as referred to in this AGREEMENT shall consist of construction contract administration, construction inspection, materials testing, construction survey, changes and modifications of plans and specifications for the PROJECT necessitated by unforeseen or unforeseeable field conditions encountered during construction of the PROJECT, making necessary arrangements for relocation of utility facilities, traffic detours, signing and striping, construction engineering, and coordination matters, and all other necessary work after advertising of the PROJECT for construction to cause the PROJECT to be constructed in accordance with said plans and specifications approved by IRWINDALE and COUNTY.
- e. PROJECT as referred to in this AGREEMENT, shall be defined as the work for completion of the IMPROVEMENTS within the JURISDICTIONS of IRWINDALE, AZUSA, and COUNTY.
- f. TOTAL COST OF PROJECT, as referred to in this AGREEMENT, shall consist of the sum of COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN, COST OF CONSTRUCTION CONTRACT, COST OF CONSTRUCTION ADMINISTRATION, and cost of construction contingencies and all other work necessary to construct the PROJECT in accordance with the approved plans and specifications.
- g. Completion of the PROJECT as referred to in this AGREEMENT shall be defined as the date of field acceptance of construction of the PROJECT by IRWINDALE and an electronic notification to COUNTY'S Head of the Permit Section, Mr. Yonah Halpern, at (626) 458-4995 or yhalpern@dpw.lacounty.gov, or his designee or successor, that the IMPROVEMENTS within COUNTY'S JURISDICTION are completed and transferred to COUNTY for the purpose of operation and maintenance.

2) IRWINDALE AGREES:

- a. To finance IRWINDALE'S jurisdictional share (50 percent) of the TOTAL COST OF PROJECT, currently estimated to be Fifty Thousand and Seven Hundred Fifty and 00/100 Dollars (\$50,750.00), the actual amount of which is to be determined by a final accounting according to Section 4 (a) and

which shall not exceed Fifty Thousand and Seven Hundred Fifty and 00/100 Dollars (\$50,750.00) unless approved in advance by IRWINDALE.

- b. To obtain permit application by accessing website <http://dpw.lacounty.gov/spats/public/> and completing permit application for encroachment, excavation, and construction work, including a certificate of liability insurance and acknowledgement of best management practices and submitting complete package at no cost to IRWINDALE to the Permit Counter of the Department of Public Works located at 900 South Fremont Avenue, Alhambra, California 91803, to construct those portions of PROJECT within COUNTY'S JURISDICTION. IRWINDALE may satisfy the foregoing insurance requirements through self-insurance and by requiring any and all construction contractors on the PROJECT to indemnify, defend, hold harmless, and name the COUNTY as an additional insured.
- c. To advertise the PROJECT for construction bids, to award and to administer the construction contract, to do all things necessary and proper to complete the PROJECT, and to act on behalf of the COUNTY in all negotiations pertaining thereto.
- d. To obtain COUNTY'S approval for any material revisions to the plans and for any additional work that IRWINDALE proposes to complete in COUNTY'S JURISDICTION as part of the PROJECT.
- e. To ensure that the COUNTY, all officers, employees, and agents of the COUNTY are named as additional insured parties under the construction contractors' Contractor General Liability and Automobile insurance policies for all work in connection with the PROJECT, including coverage for ongoing operations and completed operations.
- f. To furnish COUNTY within one hundred twenty (120) calendar days after final payment to contractor a final accounting of the TOTAL COST OF PROJECT, including an itemization of actual unit costs and actual quantities for the PROJECT.
- g. To be financially responsible for disposal and/or mitigation measures, if necessary, should any hazardous materials, chemicals, or contaminants be encountered during construction of the PROJECT within IRWINDALE'S JURISDICTION.
- h. To act as COUNTY'S attorney-in-fact for the purpose of implementing the PROJECT within COUNTY'S JURISDICTION and in all things necessary and proper to complete the PROJECT.
- i. To ensure construction contract provides COUNTY with all indemnity provisions granted to IRWINDALE. If IRWINDALE requires construction

contract to name IRWINDALE as an insured for the PROJECT, then IRWINDALE will require COUNTY be named as well.

- j. To furnish COUNTY with quarterly updates during the PROJECT on the costs expended on the PROJECT to date, including both the projected initial TOTAL COST OF PROJECT and the actual TOTAL COST OF PROJECT.
- k. To comply with all applicable Federal, State, and local laws, rules, and ordinances in the performance of this AGREEMENT.
- l. To provide all change orders for the PROJECT within COUNTY'S JURISDICTION to COUNTY in a timely manner via electronic mail notification to the COUNTY inspector/office engineer assigned to the PROJECT. If COUNTY does not respond within ten (10) calendar days, or if COUNTY approves, IRWINDALE may proceed with change orders.
- m. To provide as-built plans to COUNTY upon completion of PROJECT and final inspection and acceptance by COUNTY that the IMPROVEMENTS within COUNTY'S JURISDICTION have been constructed to COUNTY'S satisfaction in accordance with said plans and specifications approved by IRWINDALE and COUNTY.
- n. Upon completion of the PROJECT to maintain in good condition and at IRWINDALE'S expense all IMPROVEMENTS constructed as part of the PROJECT within IRWINDALE'S JURISDICTION.

3) COUNTY AGREES:

- a. To perform or cause to be performed the PRELIMINARY ENGINEERING AND FINAL DESIGN for the PROJECT.
- b. To obtain CITY'S approval of plans for the PROJECT prior to advertising for construction bids.
- c. To finance COUNTY'S jurisdictional share (25 percent) of TOTAL COST OF PROJECT currently estimated to be Twenty-Five Thousand and Three Hundred Seventy-Five and 00/100 Dollars (\$25,375.00), minus PRELIMINARY ENGINEERING AND FINAL DESIGN currently estimated to be Seventeen Thousand and Eight Hundred and 00/100 Dollars (\$17,800), which is to be determined by a final accounting according to Section 4 (a) and which shall not exceed Twenty-Five Thousand and Three Hundred Seventy-Five and 00/100 Dollars (\$25,375.00) unless approved in advance by the COUNTY.
- d. To deposit with IRWINDALE, following execution of this AGREEMENT and upon demand by IRWINDALE, COUNTY funds in the amount of Seven Thousand and Five Hundred and Seventy-Five and 00/100 Dollars (\$7,575.00) for the purpose of financing the remaining portion of the TOTAL

COST OF PROJECT described in paragraph 3) c., above. Said demand will consist of a billing invoice prepared by IRWINDALE and delivered to COUNTY. The actual amount of which is to be determined by a final accounting of TOTAL COST OF PROJECT.

- e. To grant IRWINDALE any temporary right of way or license to use property that COUNTY owns or has an easement for that is necessary for the construction of the PROJECT at no cost to IRWINDALE to the extent not already provided by law.
- f. To be financially responsible for disposal and/or mitigation measures, if necessary, should any hazardous materials, chemicals, or contaminants be encountered during construction of the PROJECT within COUNTY'S JURISDICTION.
- g. Upon receipt of permit application with the required documents from IRWINDALE and approval of construction plans for the PROJECT to issue IRWINDALE a no-fee permit(s) authorizing IRWINDALE to construct those portions of PROJECT within COUNTY'S JURISDICTION.
- h. To cooperate with IRWINDALE in conducting negotiations with and, where appropriate, to issue notices to public utility organizations and owners of substructure and overhead facilities regarding the relocation, removal, operation, and maintenance of all surface and underground utilities and facilities, structures, and transportation services that interfere with the proposed construction. Where utilities have been installed in COUNTY streets or on COUNTY property, the COUNTY will provide the necessary right of way for the relocation of those utilities and facilities that interfere with the construction of the PROJECT. The COUNTY will take all necessary steps to grant, transfer, or assign all prior rights over to the utility companies and owners of substructure and overhead facilities as needed to construct, complete, and maintain the PROJECT or to appoint IRWINDALE as its attorney-in-fact to exercise such prior rights.
- i. Upon completion of PROJECT, to maintain in good condition and at COUNTY'S expense all IMPROVEMENTS constructed as part of the PROJECT within COUNTY'S JURISDICTION.

4) IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

- a. The final accounting of the TOTAL COST OF PROJECT shall allocate said total cost among IRWINDALE, AZUSA, and the COUNTY based on the percentage of the PROJECT to be completed within the jurisdictional boundaries of IRWINDALE, AZUSA, and the COUNTY: 50 percent IRWINDALE, 25 percent AZUSA, 25 percent COUNTY. Thus, 50 percent of the cost of all work performed, including COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN, COST OF CONSTRUCTION

CONTRACT, COST OF CONSTRUCTION ADMINISTRATION, and costs incidental to PROJECT work shall constitute IRWINDALE'S jurisdictional share of the TOTAL COST OF PROJECT. 25 percent of the cost of all work performed, including COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN, COST OF CONSTRUCTION CONTRACT, COST OF CONSTRUCTION ADMINISTRATION, and costs incidental to PROJECT shall constitute COUNTY'S jurisdictional shares of the TOTAL COST OF PROJECT. 25 percent of the cost of all work performed, including COST OF PRELIMINARY ENGINEERING AND FINAL DESIGN, COST OF CONSTRUCTION CONTRACT, COST OF CONSTRUCTION ADMINISTRATION, and costs incidental to PROJECT shall constitute each of COUNTY'S and AZUSA'S jurisdictional shares of the TOTAL COST OF PROJECT.

- b. If at final accounting COUNTY'S jurisdictional share of the TOTAL COST OF PROJECT exceeds COUNTY'S total payment, as set forth in paragraph 3) c. above, COUNTY shall pay to IRWINDALE the additional amount upon demand. Said demand shall consist of a billing invoice prepared by IRWINDALE. Conversely, if the COUNTY'S jurisdictional share is less than COUNTY'S deposit, IRWINDALE shall refund the difference to COUNTY within thirty (30) calendar days of the date IRWINDALE furnished COUNTY with the final accounting.
- c. COUNTY shall review the billing invoice prepared by IRWINDALE for COUNTY payment, as set forth in paragraph 4) a., above, and report in writing any discrepancies to IRWINDALE within (60) calendar days after the date of said invoice. IRWINDALE shall review all disputed charges and submit a written justification detailing the basis for those charges within sixty (60) calendar days of receipt of COUNTY'S written report. COUNTY shall then make payment of the previously disputed charges or submit justification for nonpayment within sixty (60) calendar days after the date of IRWINDALE'S written justification.
- d. During construction of the PROJECT, IRWINDALE shall furnish an inspector or other representative to perform the functions of an inspector. The COUNTY may also furnish, at no cost to IRWINDALE, an inspector or other representative to inspect construction of PROJECT. Said inspectors shall cooperate and consult with each other, but the orders of IRWINDALE's inspector to the contractors or any other person in charge of construction shall prevail and be final.
- e. This AGREEMENT may be cancelled, amended, or modified only by mutual written consent of IRWINDALE and the COUNTY. Amendments and modification of a nonmaterial nature (i.e., having no financial effect on either party) may be made by the mutual written consent of the parties' Director of Public Works or their delegates.

- f. Any correspondence, communication, or contact concerning this AGREEMENT shall be directed to the following:

IRWINDALE: Mr. Julian A. Miranda
City Manager
City of Irwindale
5050 North Irwindale Avenue Irwindale,
CA 91706

COUNTY: Mr. Mark Pestrella
Director of Public Works
County of Los Angeles
Department of Public Works
P.O. Box 1460
Alhambra, CA 91802-1460

- g. Other than as provided below, and to the maximum extent permitted by law, neither COUNTY nor any officer, employee, agent or contractor of the COUNTY shall be responsible for any damage or liability occurring by reason of any acts or omissions on the part of IRWINDALE under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of IRWINDALE under this AGREEMENT. It is also understood and agreed that pursuant to Government Code Section 895.4, IRWINDALE shall fully indemnify, defend, and hold the COUNTY harmless from any liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of any acts or omissions on the part of the IRWINDALE under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of the IRWINDALE under this AGREEMENT.
- h. Neither the COUNTY nor any officer or employee of the COUNTY shall be responsible, directly or indirectly, for damage or liability arising from or attributable to the presence or alleged presence, transport, arrangement, or release of any hazardous materials, chemicals, or contaminants present at or stemming from the PROJECT within IRWINDALE'S geographical limits, including but not limited to liability under the Comprehensive Environmental, Response, Compensation and Liability Act of 1980 (CERCLA) and/or under the California Health and Safety Code. It is understood and agreed pursuant to Government Code Section 895.4, that IRWINDALE shall fully indemnify, defend, and hold the COUNTY harmless from any such damage, liability, or claim. In addition to being an agreement enforceable under the laws of the State of California, the foregoing indemnity is intended by the parties to be an agreement pursuant to 42 U.S.C. Section 9607(e), Section 107(e), of the amended CERCLA, and California Health and Safety Code Section 25364.

- i. Other than as provided below, and to the maximum extent permitted by law, neither IRWINDALE nor any officer, employee, agent or contractor of the IRWINDALE shall be responsible for any damage or liability occurring by reason of any acts or omissions on the part of the COUNTY under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of the COUNTY under this AGREEMENT. It is also understood and agreed that pursuant to Government Code Section 895.4, COUNTY shall fully indemnify, defend, and hold IRWINDALE harmless from any liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of any acts or omissions on the part of the COUNTY under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of the COUNTY under this AGREEMENT.
- j. Neither IRWINDALE nor any officer or employee of IRWINDALE shall be responsible, directly or indirectly, for damage or liability arising from or attributable to the presence or alleged presence, transport, arrangement, or release of any hazardous materials, chemicals, or contaminants present at or stemming from the PROJECT within the COUNTY'S geographical limits, including but not limited to liability under CERCLA and under the California Health and Safety Code. It is understood and agreed pursuant to Government Code Section 895.4, that COUNTY shall fully indemnify, defend, and hold the IRWINDALE harmless from any such damage, liability, or claim. In addition to being an agreement enforceable under the laws of the State of California, the foregoing indemnity is intended by the parties to be an agreement pursuant to 42 U.S.C. Section 9607(e), Section 107(e), of the amended CERCLA and California Health and Safety Code Section 25364.
- k. In contemplation of the provisions of Section 895.2 of the Government Code imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an agreement (as defined in Section 895 of said Code), each of the parties hereto, pursuant to the authorization contained in Sections 895.4 and 895.6 of said Code, will assume the full liability imposed upon it or any of its officers, agents, or employees by law for injury caused by any act or omission occurring in the performance of this AGREEMENT to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. In order to achieve the above-stated purpose, each of the parties indemnifies and holds harmless the other party for any liability, cost, or expense that may be imposed upon such other party solely by virtue of Section 895.2. The provisions of Section 2778 of the California Civil Code are made a part hereof as if incorporated herein.
- l. The provisions of this AGREEMENT shall supersede and control over any provisions inconsistent herewith that are set forth in the Assumption of Liability Agreement 32380 between IRWINDALE and COUNTY, adopted by the Board of Supervisors on November 14, 1977, and currently in effect.

//

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed by their respective officers, duly authorized by the CITY OF IRWINDALE on _____, 2023, and by the COUNTY OF LOS ANGELES on _____, 2023.

MARK PESTRELLA
Director of Public Works
County of Los Angeles

By _____
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By  _____
Deputy

CITY OF IRWINDALE

By _____
Julian Miranda, City Manager

Date _____

ATTEST:

By _____
Laura Nieto, Chief Deputy City Clerk

APPROVED AS TO FORM:

By _____
Adrian Guerra, City Attorney

- ☒ City Council
- ☐ Successor Agency
- ☐ Housing Authority
- ☐ Reclamation Authority
- ☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

CC Item 7

Date: May 10, 2023
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Discuss Potential Changes to the Installation of Dedication Pavers

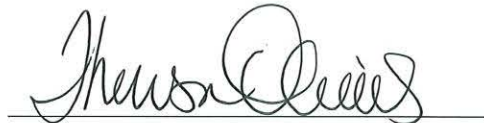
City Manager's Recommendation:

That the City Council discuss the dedication paver applicant fee and approve Resolution No. 2023-34-3412 entitled, "A Resolution of the City Council of the City of Irwindale, California, Approving and Adopting Amendment No. 2 to the City of Irwindale Dedication Plaque and Paver Policy, and Finding that a Public Purpose Would be Served by Subsidizing the Cost of the Paver Engraving".

Administrative Action:

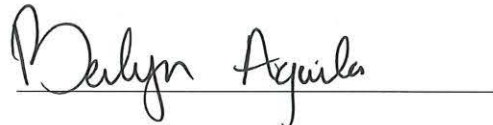
Submitted by:

Theresa Olivares, Assistant City Manager



Prepared by:

Berlyn Aguila, Management Analyst



Reviewed by:

Adrian Guerra, City Attorney

Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer

Electronically Approved

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

On April 12, 2023, the City Council recommended amendments to the Dedication Plaque and Paver Policy ("Policy"). The amendments are as follows:

1. The applicant's fee for engraving the paver is \$18 per paver. The limited line and character count will remain as identified in the Policy.
2. The City will pay for the on-site set up fee.
3. The application acceptance period has been amended to allow for applications to be accepted throughout the year, with engraving of the paver to occur once per calendar year. The engraving will occur in April/May, for those applications received by March 31st.

Following the April 12th City Council meeting, staff received a couple of comments from community members regarding the pricing of the pavers and is proposing three different prices for the three different paver sizes. The community members did not suggest specific pricing. As a result of the comments received, staff is providing this information to the Council for consideration as part of Amendment No. 2 to the City of Irwindale Dedication Plaque and Paver Policy. The table below identifies the current pricing structure and a proposed pricing structure.

Paver Size	Current Price	Paver Price Presented to CC on 4/12	New Proposed Paver Price
5"x5"	\$33.71	\$18.00	\$15.00
6"x8"	\$39.15	\$18.00	\$20.00
8"x11"	\$64.16	\$18.00	\$25.00

Pending approval of Amendment No. 2, the three applicants who have submitted a paver application and paid the fees under the previous policy will be reimbursed, as appropriate.

Staff recommends that the City Council adopt Resolution No. 2023-34-3412, approving Amendment No. 2 to the Dedication Plaque and Paver Policy, and finding that the dedication pavers and plaques installed on City property and all costs incurred by the City associated therewith serve an important public purpose insofar as the dedication pavers and plaques commemorate and support the civic involvement of individuals, groups, and associations, and fosters the City's commitment to honor the memories of individuals, groups, associations, or events within the community.

Fiscal Impact:

The City will incur an on-site set up fee of \$325.00 per year and funds are available in the current adopted budget to cover this fee.

Attachments:

1. Resolution No. 2023-34-3412
2. Dedication Plaque and Paver Policy Amendment No. 2

RESOLUTION NO. 2023-34-3412

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE,
CALIFORNIA, APPROVING AND ADOPTING AMENDMENT NO. 2 TO THE CITY OF
IRWINDALE DEDICATION PLAQUE AND PAVER POLICY, AND FINDING THAT A
PUBLIC PURPOSE WOULD BE SERVED BY SUBSIDIZING THE COST OF THE
PAVER ENGRAVING**

WHEREAS, the Irwindale City Council has made it their utmost priority and commitment to honor the memories of individuals, groups, associations, or events within the community; and

WHEREAS, the City Council expressed a desire to develop a Dedication Plaque and Paver Policy; and

WHEREAS, the purpose of this policy is to provide guidelines, rules, and general information for the dedication plaques and pavers located on City owned land, including the Memorial Garden and the City Council Chamber; and

WHEREAS, the policy will ensure proper procedures are followed uniformly throughout the City; and

WHEREAS, the City Council of the City of Irwindale desires to amend the policy to allow applications for plaques and pavers to be accepted throughout the year, with engraving to occur once per calendar year.

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

SECTION 1. The foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The City Council finds that the dedication pavers and plaques installed on City property and all costs incurred by the City associated therewith serve an important public purpose insofar as the dedication pavers and plaques commemorate and support the civic involvement of individuals, groups, and associations, and fosters the City's commitment to honor the memories of individuals, groups, associations, or events within the community.

SECTION 3. The City Council approves Amendment No. 2 to the Dedication Plaque and Paver Policy, attached hereto as Exhibit A.

SECTION 4. The City Manager and/or any authorized officers are hereby authorized to take such actions, perform such acts as may be necessary to implement this Resolution.

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

PASSED, APPROVED AND ADOPTED this 10th day of May 2023.

H. Manuel Ortiz, 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. 2023-34-3412 was adopted at a regular meeting of the Irwindale City Council held on the 10th day of May 2023, by the following vote of the Council:

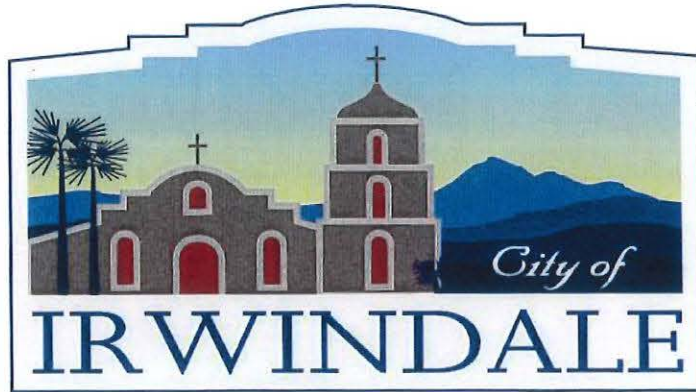
AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk



Dedication Plaque and Paver Policy

Date: March 11, 2020
Amendment No 1: August 26, 2020
Amendment No 2: April 26, 2023

1. SCOPE

The policy covers dedication plaques and pavers on City owned land, including streets, reserves or parks. All new plaques and pavers will be required to conform to this policy.

2. PURPOSE

The purpose of this policy is to provide a framework for management of existing plaques and pavers, installation of new plaques or pavers and assessment of new requests for plaques and pavers within the public space in the City of Irwindale.

3. DEFINITIONS

Application Period – Applications will be accepted on a continuous basis. Applications received by March 31st will be engraved in April/May depending on weather and availability of engraver. semiannually on March 1st to March 31st and September 1st to September 30th.

Memorial - An object established in memory of a person, association, anniversary or event and includes a monument.

Open Space - Open space refers to all land owned and/or managed by the City of Irwindale that is zoned Public Park and is available for public access. Typically open space includes parks, gardens, trails, habitat corridors, utilities reserves, foreshores, waterways, sportsgrounds and conservation reserves. It does not include vacant municipal land zoned for other purposes.

Plaque – flat tablet of metal, stone or other material which includes text or images which commemorate a person, event or historical information relative to the location or a new public artwork of significance.

Public Place - Public Place refers to road reserves, Municipal Buildings, streetscapes and other land that are owned and/or managed by the City.

4. BACKGROUND

4.1 Public space is a significant part of the City's social and cultural heritage and makes a valued recreational, environmental and aesthetic contribution for people who live, work, and recreate in the City. Dedication plaques and pavers provide recognition and can contribute to an understanding of significant events or persons closely associated with the City's history.

4.2 The Irwindale City Council recognizes that plaques and memorials provide

recognition and are important in celebrating significant historical events and persons or organizations closely associated with the leadership, cultural and social development of the City.

4.3 The memorial garden at Irwindale Park will allow community members to commemorate a person, group, association or event. Dedication pavers will be available by request for anybody wishing to honor such person, group, association or event.

4.4 The City Council Chamber seating includes a mounted plaque on the armrest of each chair. The engraving of the Plaques in the City Council Chamber will be available by request for anybody who desires to commemorate a person, group, association or event.

4.5 Any decision regarding Plaques and pavers needs to consider the balance between the desire to commemorate events or individuals and the ongoing enjoyment of uncluttered public space.

This policy will provide a consistent and standard procedure for assisting requests in relation to new plaques and pavers.

5. GENERAL PRINCIPLES

5.1 Requests for engraving of a Plaque in the Council Chamber or the Memorial Garden pavers shall be made by filling out an application (Attachment "A"). Plaques and pavers will be reviewed, approved and assigned by City staff based on availability.

5.2 The City Council does not guarantee to retain plaques or memorials in perpetuity. Generally, a plaque or memorial will be retained in place for as long as practicable, in the City Council's discretion, with the following exceptions:

- the area in which the item is sited is to be redeveloped; or
- ongoing maintenance costs are prohibitive; or
- in the case of a plaque or paver, the asset to which it is attached has reached the end of its useful life; or
- the condition of the plaque or memorial is poor.

5.3 If a plaque or paver is removed due to any of the reasons above, the City Council will not guarantee replacement of the plaque or paver, however replacement plaques or pavers of similar or different style or form may be considered. All reasonable efforts will be made to identify, contact and advise relevant stakeholders (including family members) prior to removal or replacement.

5.4 The design and wording for the plaque and paver must be submitted with the application. All wording and design must be approved by the City Manager

or his designee.

5.5 The number of lines of text allowable will be in accordance with any recommendations put forward by the plaque and paver manufacturer.

5.6 The City of Irwindale shall not be liable for damage to the plaques or pavers which are eroded or damaged by weather, the elements, thieves, vandals, trespassers, ordinary wear and tear, or standard maintenance performed by employees of the City of Irwindale.

6. Maintenance and Repair

The long-term care and maintenance of a plaque or paver is important to both the donor and the City. The City has the duty to maintain the donation until removal and/or relocation is necessary.

Maintenance by the City of Irwindale will be limited to varnishing of the plaque and minor repairs to the plaque or paver. The City of Irwindale will not be held responsible for damaged plaques resulting from vandalism or any other condition or act that would require replacement. Should the City of Irwindale determine that an existing plaque needs replacement, all associated costs will be at the expense of the donor, should donor elect to replace the plaque.

The City reserves the right to remove a donated plaque or paver if, in the City's discretion, the maintenance and repair cost are too high.

7. COSTS

7.1 All costs associated with the design, construction, installation and maintenance of plaques or memorials are to be paid by the person making the request for the plaque engraving or paver. Once approved, installation of any plaque or paver must be undertaken by City staff. Installed plaques and pavers will become the property of City of Irwindale. Maintenance of plaques and memorials must be undertaken by City.

7.2 The City will place the engraved paver order upon the close of the Application Period.

~~7.3 A paver order of less than four (4) pavers will result in a shipping fee, to be determined at the time the order is placed. The exact cost of pavers or plaques will vary by size and will be updated prior to the release of the application (Attachment "A").~~

Attachment "A"



City of Irwindale
Plaque Dedication Application

Applicant Information:

Name: _____

Address: _____

Phone: _____ E-Mail: _____

Honoree Information:

Name: _____

Was the honoree an Irwindale Resident? ☐ No ☐ Yes, date: _____

Is the honoree deceased? ☐ No ☐ Yes, date: _____

Biographical Information:

Civic Involvement:

PLAQUE ENGRAVING: (CHARACTER LIMITATION SUBJECT TO APPROVAL)

Plaque Size: 6"x8"; up to 3 lines of text \$20 per Plaque*

*Price includes plaque, engraving of plaque, and shipping. Prices subject to change.

Line 1

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Line 2

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Line 3

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Applicant's Signature: _____ Date: _____

For Office Use

Date Paid (attach copy of receipt): _____

Received by: _____

Date: _____

Date Ordered: _____

Date Installed: _____



City of Irwindale
Dedication Paver Application

Applicant Information:

Name: _____

Address: _____

Phone: _____ E-Mail: _____

Honoree Information:

Name: _____

Was the honoree an Irwindale Resident? ☐ No ☐ Yes, date: _____

Is the honoree deceased? ☐ No ☐ Yes, date: _____

Biographical Information:

Civic Involvement:

Reason for dedication:

Additional Comments:

City of Irwindale
Dedication Paver Application

PAVER ENGRAVING:

Please fill in the boxes with the wording exactly as you would like it to appear on the paver.

- Punctuation marks such as hyphens, apostrophes, and periods must occupy their own character space.
- Any symbol is considered one space (period, comma, dash).
- The inscription may include numbers.
- Spacing in between words is considered a character.
- A blank square will identify a blank space in the inscription.

ALL LETTERS AND NUMBERS WILL BE CAPITALIZED IN FRANKLIN GOTHIC MEDIUM FONT

Paver Size: ☐ 5"x5" ☐ 6"x8" ☐ 8"x11"

Paver Size		Price per Paver*
5"x5"	up to 4 lines of text, 14 characters per line including spaces and punctuation	\$18.00
6"x8"	up to 4 lines of text, 16 characters per line including spaces and punctuation	\$18.00
8"x11"	up to 5 lines of text, 21 characters per line including spaces and punctuation	\$18.00

*Price includes engraving of paver. Prices subject to change.

Line 1

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Line 2

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Line 3

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Line 4

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Line 5

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Applicant's Signature: _____ Date: _____

For Office Use

Date Paid (attach copy of receipt): _____ Received By: _____

Date Received by City Manager's Office: _____

Date Ordered: _____ Date Installed: _____

- ☒ City Council
☐ Successor Agency
☐ Housing Authority
☐ Reclamation Authority
☐ Joint Powers Authority

City of
IRWINDALE
AGENDA REPORT

CC Item 8

Date: May 24, 2023
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Procedures for Ceremonial Documents

City Manager's Recommendation:

That the City Council discuss the matter, provide direction to staff, and **adopt Resolution No. 2023-40-3418** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA APPROVING AN ADMINISTRATIVE POLICY ENTITLED "PROCEDURES FOR CITY RECOGNITIONS" reading by title only and waiving further reading thereof.

Administrative Action:

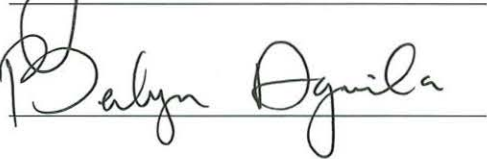
Submitted by:

Theresa Olivares, Assistant City Manager



Prepared by:

Laura Nieto, Chief Deputy City Clerk

Berlyn Aguila, Management Analyst

Reviewed by:

Adrian R. Guerra, City Attorney

Electronically Approved

Kambiz Borhani, Finance Director/City Treasurer

Electronically Approved

Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

At the regular City Council meeting of April 26, 2023, the City Council directed staff to bring forward for consideration, a policy that would recognize various months and days or weeks of awareness or remembrance to demonstrate the City's commitment to building a more inclusive community.

The City of Irwindale continues to be a community in which all members can thrive. Proclamations, Certificates of Recognition, City Tile Plaques and themed lighting provide avenues through which the City may acknowledge, reflect upon and encourage action related to the experiences and contributions of individuals from a diverse range of backgrounds and professions. These recognitions may be presented by the City Council at its meetings, or presented at other community events.

Procedure for City Recognitions

In order to facilitate requests from the Irwindale community, members of the public and various organizations and causes, staff is proposing an administrative policy entitled, "Procedure for City Recognitions". This policy will outline the process through which members of the public may request recognition(s) by the City of Irwindale.

This policy will include a listing of the proclamations that the City Council has historically presented, identify the various types of recognitions that can be requested, and the process by which a recognition can be requested. **The list of proclamations identified in the policy serves solely as a baseline**, may be amended as the need arises, and does not preclude additional recognitions or celebrations.

Staff recommends the City Council discuss this item, provide direction to staff, if deemed necessary, and adopt Resolution No. 2023-40-3418, thereby approving an administrative policy related to City Recognitions.

Fiscal Impact:

A cost of approximately \$35.00 per plaque will be incurred for the engraving of the plates affixed to the City Tile Plaques.

Attachments:

Proposed Resolution No. 2023-40-3418

RESOLUTION NO. 2023-40-3418

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE,
CALIFORNIA, APPROVING AN ADMINISTRATIVE POLICY ENTITLED
“PROCEDURES FOR CITY RECOGNITIONS”**

WHEREAS, the City of Irwindale continues to be a community in which all members can thrive; and

WHEREAS, Proclamations, Certificates of Recognition, City Tile Plaques and themed lighting provide avenues through which the City may acknowledge, reflect upon and encourage action related to experiences and contributions of individuals from a diverse range of backgrounds and professions; and

WHEREAS, these recognitions may be presented by the City Council at its meetings, or presented at other community events; and

WHEREAS, at the meeting of April 26, 2023, the City Council directed staff to bring forward for consideration a policy that would recognize various months and days or weeks of awareness or remembrance to demonstrate the City's commitment to building a more inclusive community.

WHEREAS, in order to facilitate requests from the Irwindale community, members of the public and various organizations and causes, is the City Council now desires to approve an administrative policy entitled “Procedures for City Recognitions”.

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

SECTION 1. The foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The City Council hereby approves the administrative policy entitled, “Procedures for City Recognitions” attached as Exhibit A.

SECTION 3. The Chief Deputy City Clerk shall certify to the adoption of this resolution, which, shall in turn, have immediate effect.

PASSED, APPROVED, and ADOPTED this ____ day of May 2023.

H. Manuel Ortiz, 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. 2023-40-3418 was adopted at a regular meeting of the Irwindale City Council held on the _____ day of May 2023, by the following vote of the Council:

AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk

EXHIBIT A



City of Irwindale

Procedure for City Recognitions

Approved: May __, 2023

I. **SCOPE**

This Policy will recognize significant achievements, milestones, and contributions made by individuals, organizations, groups, and staff by the criteria contained in this policy.

II. **PURPOSE**

The purpose of this policy is to establish guidelines that will govern the acceptance and presentation of proclamations, commendations, certificates, awards, and other recognitions issued by the City of Irwindale.

A proclamation or certificate is only for recognition purposes and does not carry any legislative or legal value.

III. **TYPES OF RECOGNITION**

Proclamation – A proclamation is a 1-page recognition of an individual, organization, or business that has positively contributed to the City of Irwindale. Proclamations may also be used to bring public awareness of special celebrations, events, or specific days/weeks/months. The current list of annual proclamations includes the following. **This list is a baseline and may be amended as needs arise. It does not preclude additional recognitions or celebrations:**

Month	Proclamation
January	<i>None at this time</i>
February	American Heart Month
March	Red Cross Month
April	National Library Week; National Public Safety Telecommunicators Week; Autism Awareness Month
May	Public Service Week, Municipal Clerks Week; Denim Day; Public Works Week; Teacher Appreciation Week
June	Pride Month
July	Parks Make Life Better Month
August	National Senior Citizens Day
September	Hydrocephalus Awareness Month
October	Anti-Bullying Month; Red Ribbon Week; Community Planning Month; Breast Cancer Awareness Month
November	<i>None at this time</i>
December	<i>None at this time</i>

Certificate of Recognition – This certificate is intended to recognize individuals, organizations, or businesses for special events, achievements, or their exceptional contributions to the community.

City Tile Plaque – A City Tile Plaque is given to City elected/appointed officials, dignitaries, and employees retiring from the City of Irwindale. A member of the City Council or the City Manager may request this type of recognition.

Themed Lighting – Certain causes have a designated color theme. Requests to change the lighting for a specified period of time (not to exceed 30 days) may be considered. Should there be more than one request for themed lighting in a particular month, the City reserves the right to modify the requested time period.

IV. PROCEDURES

The City Manager or their designee will consider requests for proclamations, certificates and themed lighting made in writing. Issuing a proclamation or certificate, and requests for themed lighting do not require action by the City Council but must comply with the procedure below:

- Requests must be submitted 30 days before the requested date of proclamation, certificate, or lighting by submitting a Proclamation, Certificate, and Lighting Request Form (Form). **Requests made less than 30 days in advance will not be granted, except in limited circumstances.**
- The Form must be submitted in writing via email, U.S. mail, or hand-delivery during normal business hours. Submission of a Form does not guarantee approval.
- Each Form must include:
 - A contact person's first and last name, email address, and phone number.
 - A brief summary of the event or organization
 - Specific name and date for the day, week or month or event to be proclaimed
 - Indicate whether the requester would like the proclamation to be presented at a City Council meeting or community event
 - Draft text of the proclamation, including four to five recitals (i.e. "whereas clauses)
 - If the recognition will not be presented at a City Council meeting, requester shall indicate that the recognition will be picked up, including the receiver's name and title
- If the City Manager or their designee determines the request is consistent with this policy, staff shall confirm the presentation time and place, to the requester.

- Individual members of the Irwindale City Council may request to recognize any individual, group, or organization at any given time.
- Individuals, groups, or organizations may request a proclamation or certificate to be presented during a regular City Council meeting pursuant to this policy.
- The City Manager or their designee will determine the appropriate type of recognition pursuant to this policy.
- The City Manager or their designee retains the right to edit, modify and amend each request to meet the requirements, needs, or policy guidelines.
- All requests are subject to approval by the City Manager or their designee.
- Ceremonial recognitions are to be presented by the Mayor or their designee, pending their availability.

I. **Distribution**

It is the obligation of the requester to either be present at the City Council meeting or event at which the recognition is being given. If they are not available, the certificate/proclamation/plaque shall be picked up at Irwindale City Hall during regular business hours (M-Th, 8:00 a.m. – 6:00 p.m., closed Fridays) within 14 days of the recognition date.



Proclamation, Certificate, and Lighting Request Form

Contact Information:

Name (first, last) _____

Email Address: _____

Phone Number: _____

Type of Request:

☐ Certificate of Recognition ☐ Proclamation

☐ Themed Lighting (not to exceed 30 days, limited to available colors)

☐ Red ☐ Green ☐ Blue ☐ Light Blue ☐ Orange ☐ Purple ☐ Pink ☐ Yellow

Delivery Method:

☐ Presented at City Council Meeting ☐ Pick up at City Hall ☐ Presented at Event

Date & Time of Presentation:

Location of Event:

Full Name of Recipient(s) or Organization (Exact wording for proclamation or certificate):

Brief Summary of event or organization:

Draft text of the proclamation, including four to five recitals (i.e. "whereas clauses)

Completed Forms should be submitted by email to info@irwindaleca.gov; or U.S. mail or personal delivery during regular business hours at Irwindale City Hall – Office of the City Manager 5050 N Irwindale, Irwindale, CA 91706.

Administrative Use Only

Received By: _____ Date received by City Manager's Office: _____

Approved: Yes _____ No _____ If no, state reason: _____

Approved Date: _____ Date Issued: _____