

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

**MAY 12, 2021
WEDNESDAY
6:37 P.M.**

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

ROLL CALL:

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

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

**CHANGES TO THE
AGENDA**

None.

**COUNCILMEMBER
TRAVEL REPORTS**

None.

**COUNCILMEMBER
COMMENTS**

MAYOR ORTIZ

Mayor Ortiz requested to adjourn tonight's meeting in memory of Margaret Diaz.

**INTRODUCTION OF
NEW EMPLOYEES /
PROMOTIONS**

None.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

PRESENTATION BY
VALLEY COUNTY
WATER DISTRICT
GENERAL MANAGER
JOSE MARTINEZ ON
DISTRICT'S 95TH
ANNIVERSARY
EVENT

PRESENTATION BY VALLEY COUNTY WATER DISTRICT
GENERAL MANAGER JOSE MARTINEZ ON DISTRICT'S 95TH
ANNIVERSARY EVENT

The presentation was made.

MAYOR ORTIZ

Responding to a question by Mayor Ortiz, Mr. Martinez indicated that his agency's northern service boundary lies around Arrow Highway, and that any infrastructure in the canyons belongs to either Azusa or the County.

**SPONTANEOUS
COMMUNICATIONS**

ROBERT DIAZ

Robert Diaz submitted a letter wherein he requested that the city engage in a competitive bidding process for the award of a contract for tree trimming, maintenance, and arborist inspection services. He also spoke out against what he perceived to be construction work being conducted without city approval.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Breceda, seconded by Councilmember Ambriz, to approve the Consent Calendar, with the exception of Item No. 1E, which was removed for separate consideration. The motion was unanimously approved.

ITEM NO. 1A
MINUTES

MINUTES

None for approval.

ITEM NO. 1B
WARRANTS /
DEMANDS /
PAYROLL

WARRANTS / DEMANDS / PAYROLL

The warrants / demands / payroll were approved.

ITEM NO. 1C
AWARD OF CONTRACT
AND APPROPRIATION
FOR RECORDS
RETENTION
CONSULTING
SERVICES

AWARD OF CONTRACT AND APPROPRIATION FOR RECORDS
RETENTION CONSULTING SERVICES

1) An agreement with Records Control Services, Inc., for records retention consulting services (Inventory Assessment, Updated Records Retention / Destruction Policy and Strategic Roadmap) was approved in the amount of \$47,120, and the City Manager was authorized to execute the necessary documents in a form approved by the City Attorney, and 2)

RESOLUTION NO.
2020-39-3251
ADOPTED

Resolution No. 2020-39-3251, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINDALE AWARDING A RECORDS RETENTION CONSULTING CONTRACT TO RECORDS CONTROL SERVICES, INC., AND APPROVING AN APPROPRIATION OF FUNDS NECESSARY FOR THE COMPLETION OF THE RECORDS RETENTION CONSULTING PROJECT," was adopted.

ITEM NO. 1D
APPROVAL OF
ADMINISTRATIVE
POLICY CONCERNING
COVID-19
SUPPLEMENTAL PAID

APPROVAL OF ADMINISTRATIVE POLICY CONCERNING COVID-19
SUPPLEMENTAL PAID SICK LEAVE ("SPSL")

The proposed Administrative Policy concerning COVID-19 Supplemental Paid Sick Leave ("SPSL") was approved and the City Manager was authorized to make any necessary changes to the

SICK LEAVE ("SPSL") policy in order to comply with State and Federal Law.

END OF CONSENT CALENDAR

ITEM NO. 1E AWARD OF CONTRACT FOR TREE TRIMMING, MAINTENANCE
AWARD OF AND ARBORIST INSPECTION SERVICES
CONTRACT FOR
TREE TRIMMING,
MAINTENANCE, AND
ARBORIST
INSPECTION SERVICES

PUBLIC SERVICES Public Services Director Rodriguez presented the staff report.
DIRECTOR RODRIGUEZ

MAYOR PRO TEM Responding to several questions by Mayor Pro Tem Burrola, Director
BURROLA Rodriguez spoke the number of palm trees that are trimmed per year,
the cost to trim each palm tree, and the savings that the proposed
contract would realize.

Mayor Pro Tem Burrola stated that small companies would not be
able to compete for this contract since large companies will undercut
their prices. He then suggested that this project be sent out for bids.

COUNCILMEMBER Councilmember Breceda stated that, although West Coast Arborists
BRECEDA is a large company, he is satisfied with their work. He then asked
whether they would replace dead or damaged trees at their cost, to
which Director Rodriguez advised that they would not. They would
inform the city of the dead or damaged tree and ask how the city
would like to proceed. The costs for replacing said trees would be
borne by the City.

RESOLUTION NO. A motion was made by Councilmember Breceda to adopt **Resolution**
2021-38-3250 **No. 2021-38-3250**, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE WAIVING THE FORMAL BIDDING PROCEDURE FOR
TREE TRIMMING, MAINTENANCE, AND ARBORIST INSPECTION
SERVICES PURSUANT TO IRWINDALE MUNICIPAL CODE
SECTION 3.44.080(H) AND APPROVE THE EXECUTION OF THE
CONTRACT AGREEMENT WITH WEST COAST ARBORIST," and
authorize the City Manager to enter into a three-year contract
agreement with West Coast Arborist for City-Wide Tree Trimming,
Maintenance, and Arborist Inspection Services with an option for
three (3) one-year renewals.

MAYOR PRO TEM Mayor Pro Tem Burrola asked clarifying questions regarding the costs
BURROLA of certain services that the contractor would perform. He also asked

whether the contractor would water the trees, to which Director Rodriguez indicated that the contractor would water the trees for 90 days, after which city staff would perform the task.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz stated his preference in improving government transparency by sending this project out to bid.

COUNCILMEMBER
GARCIA

Responding to a question by Councilmember Garcia, City Attorney Guerra indicated that the City should always act with transparency. He further noted that the Irwindale Municipal Code allows for waivers of the bidding process if the Council finds that doing so would be in its best interest. He noted, however, that staff's focus is on minimizing costs, and that staff feels the proposal presented tonight is the best deal available.

COUNCILMEMBER
BRECEDA

Councilmember Breceda acknowledged the work that staff has already put into this matter and spoke against holding a bidding process since it likely would not create a benefit.

DIRECTOR
RODRIGUEZ

Director Rodriguez cautioned that, should the project be sent out to bid, the costs of the project would likely increase, as would insurance costs.

MAYOR ORTIZ

Mayor Ortiz thanked Director Rodriguez for the report. He stated that this matter is not urgent, and that sending the project out to bid is the right thing to do, even if it may cost more in the end.

COUNCILMEMBER
BRECEDA

Councilmember Breceda retracted his motion.

COUNCILMEMBER
AMBRIZ

A motion was made by Councilmember Ambriz, seconded by Mayor Pro Tem Burrola to direct staff to solicit bids for the award of contract for tree trimming, maintenance, and arborist inspection services. The motion was approved with Councilmember Ambriz, Mayor Pro Tem Burrola, and Mayor Ortiz in favor; Councilmembers Breceda and Garcia opposed.

NEW BUSINESS

ITEM NO. 2A
CITY OF IRWINDALE
VIDEO SURVEILLANCE
SYSTEM

CITY OF IRWINDALE VIDEO SURVEILLANCE SYSTEM

IT MANAGER WAGNER

IT Manager Wagner presented the staff report.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz spoke on the outdated cameras currently in use at city facilities, to which Manager Wagner stated that he had procured a quote about a year and a half ago and that the vendor had

worked on identifying the best locations for surveillance cameras. He said that, although a new vendor may recommend different cameras for placement at different locations, staff ultimately wishes to reduce the number of cameras in use, since the current setup does contain redundancies.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz thanked Manager Wagner for his input.

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola asked whether the video feeds from the surveillance cameras required monitoring, to which Manager Wagner advised that the captured video needed to be retained for one year. Mayor Pro Tem Burrola also asked about access to the video system by employees, to which Manager Wagner indicated that access can be granted to designated personnel.

MANAGER WAGNER

Manager Wagner added that the quote he had previously received cost \$300,000 for the installation of cameras at all city facilities.

COUNCILMEMBER
GARCIA

Councilmember Garcia asked whether members of the public had the right to access recorded video, to which City Attorney Guerra advised that, if the videos covered public areas, those videos would be subject to disclosure under the Public Records Act, though they would also need to be reviewed on a case-by-case basis to determine if there are any privacy concerns.

COUNCILMEMBER
BRECEDA

Responding to a question by Councilmember Breceda, Manager Wagner indicated that a camera is currently picking up the new bus shelter and a portion of the new Memorial Garden.

MOTION

A motion was made by Councilmember Ambriz, seconded by Mayor Pro Tem Burrola, to direct staff to prepare an updated staff report, to include cost estimates, and return to the Council at a future meeting for consideration. The motion was unanimously approved.

ITEM NO. 2B
PARK BENCH
PLAQUE DEDICATION
POLICY

PARK BENCH PLAQUE DEDICATION POLICY

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented the staff report.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz thanked Assistant City Manager Olivares for the report and made a motion to approve the draft Park Bench Plaque Dedication Policy, as recommended by the Irwindale Parks and Recreation Commission.

ROLL CALL

Mayor Pro Tem Burrola seconded the motion. The motion was unanimously approved.

ITEM NO. 2C
RESIDENT
IDENTIFICATION
CARD POLICY

RESIDENT IDENTIFICATION CARD POLICY

CITY MANAGER TAM

City Manager Tam presented the staff report, and advised that staff would present a final draft of the policy to the Council for final consideration and approval.

COUNCILMEMBER
AMBRIZ

Responding to a question by Councilmember Ambriz as to whether two affidavits can be used, City Manager Tam advised that if that was the intent of the Council, that could be implemented.

MAYOR ORTIZ

Mayor Ortiz asked whether any applications had been denied due to fraud, to which City Manager Tam confirmed that there have been none. He further stated his understanding that two affidavits could be used in lieu of secondary documents.

MOTION

A motion was made by Councilmember Ambriz seconded by Councilmember Breceda, to approve the policy with the proposed revisions, to include the use of two affidavits in lieu of secondary documents. The motion was unanimously approved.

ITEM NO. 2D
ACCEPTANCE OF A
GIFT FROM VULCAN
LANDS, INC., OF A
CLEAR CHANNEL
OUTDOOR LEASE
AGREEMENT

ACCEPTANCE OF A GIFT FROM VULCAN LANDS, INC., OF A
CLEAR CHANNEL OUTDOOR LEASE AGREEMENT, INCLUDING
THE RIGHTS AND OBLIGATIONS THERETO, RELATING TO FIVE
OUTDOOR BILLBOARDS LOCATED ALONG THE VULCAN
RELIANCE II PIT AT 15990 FOOTHILL BOULEVARD

FINANCE DIRECTOR
CARREON

Finance Director Carreon presented the staff report.

MAYOR PRO TEM
BURROLA

Responding to a question by Mayor Pro Tem Burrola, Director Carreon clarified that the rent for the digitally-converted billboards has an annual increase of 2.5% for the next 30 years. Mayor Pro Tem Burrola suggested revisiting this amount in ten years to see if the percentage could be increased.

MAYOR ORTIZ

Mayor Ortiz concurred with Mayor Pro Tem Burrola and asked whether the percentage rate is a standard rate, to which Director Carreon advised that she would have to look into the question.

RESOLUTION NO.
2021-40-3252
ADOPTED

Resolution No. 2021-40-3252, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING A GIFT FROM VULCAN LANDS, INC. OF A CLEAR CHANNEL OUTDOOR LEASE AGREEMENT, INCLUDING THE RIGHTS AND OBLIGATIONS THERETO, RELATING TO FIVE OUTDOOR BILLBOARDS LOCATED ALONG THE VULCAN RELIANCE II PIT AT 15990 FOOTHILL BOULEVARD AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS TO EFFECTUATE THE TRANSFER," was passed, approved, and adopted, on the motion of Mayor Pro Tem Burrola seconded by Mayor Ortiz, and unanimously approved.

CITY MANAGER TAM

City Manager Tam expressed his sincere appreciation for Vulcan's gift to the City, and noted that the agreement includes a 30-year term for the financial benefit of the City.

PUBLIC HEARINGS

ITEM NO. 3A
ZONE ORDINANCE
AMENDMENT FOR A
CITY-INITIATED
CODE AMENDMENT,
ADDING CHAPTER
17.130 (RECLAMATION
OF MINES EXEMPT
FROM THE SURFACE
MINING AND
RECLAMATION ACT
("SMARA"))

ZONE ORDINANCE AMENDMENT NO. 01-2021 FOR A CITY-INITIATED CODE AMENDMENT, ADDING CHAPTER 17.130 (RECLAMATION OF MINES EXEMPT FROM THE SURFACE MINING AND RECLAMATION ACT ("SMARA")) TO ESTABLISH REGULATIONS AND STANDARDS FOR NON-SMARA PITS TO TITLE 17 (ZONING) OF THE IRWINDALE MUNICIPAL CODE (IMC)

COMMUNITY
DEVELOPMENT
DIRECTOR SIMPSON

Community Development Director Simpson presented the staff report.

COUNCILMEMBER
GARCIA

As requested by Councilmember Garcia, Director Simpson pointed out Irwindale's non-SMARA pits.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz expressed concern over the stability and safety of non-SMARA pits, to which Director Simpson advised that said pits would be subject to the permitting process if they are to be reclaimed. However, this ordinance proposes a development agreement, where developers would need to present a filling operation plan, which would be monitored as the pit is filled. She added that having an ordinance in place with a development agreement would cover any environmental issues and impacts.

OPEN PUBLIC
HEARING

At 8:11 p.m. Mayor Ortiz opened the public hearing.

CLOSE PUBLIC
HEARING

There being no speakers, Mayor Ortiz closed the public hearing at 8:11 p.m.

ORDINANCE NO. 756
INTRODUCED FOR
FIRST READING

Ordinance No. 756, entitled:

"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADDING CHAPTER 17.130 (RECLAMATION OF MINES EXEMPT FROM THE SURFACE MINING AND RECLAMATION ACT) TO TITLE 17 (ZONING) TO ESTABLISH REGULATIONS AND STANDARDS FOR NON-SMARA PITS, AND FINDING AN EXEMPTION FROM CEQA," was introduced for first reading, reading by title only and waiving further reading thereof, on the motion of Councilmember Breceda, seconded by Councilmember Garcia, and unanimously approved.

**CITY MANAGER'S
REPORT**

DIRECTOR RODRIGUEZ Director Rodriguez provided an update regarding the programs and activities available at the Recreation and Senior Center Departments.

PUBLIC INFORMATION OFFICER ESPINO Public Information Officer Espino provided a COVID-19 update.

MAYOR PRO TEM BURROLA Mayor Pro Tem Burrola asked about restrictions under the yellow tier, to which PIO Espino indicated that restaurants can allow a maximum of 50% occupancy indoors. He also asked about the number of vaccines that will be made available at an upcoming event, to which PIO Espino indicated that there would be 50 vaccines available, though more could be made available if necessary.

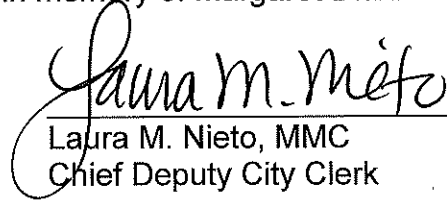
CITY MANAGER TAM City Manager Tam reminded everyone about the upcoming city budget workshop to be held next week.

**FUTURE AGENDA
ITEMS REQUESTED BY
COUNCILMEMBERS**

MAYOR ORTIZ Mayor Ortiz requested that a banner be placed on Arrow Highway advertising that illegal fireworks are not permitted in the city.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:24 p.m., in memory of Margaret Diaz.



Laura M. Nieto, MMC
Chief Deputy City Clerk

Approved as submitted at the meeting held June 9, 2021.