

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

JANUARY 27, 2021
WEDNESDAY
5:30 P.M.

The Irwindale **CITY COUNCIL** met in special and 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 Manager; Mary Hull, Human Resources Manager; Elizabeth Rodriguez, Public Works Services Manager; Jeanette Duran, Finance Manager; Jeff Wagner, Information Technology Manager; Iris Espino, Economic Development Coordinator; and Laura Nieto, Chief Deputy City Clerk

RECESS TO
CLOSED SESSION

At 5:30 p.m., the City Council recessed to Closed Session to discuss the following:

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

A) Case Name: Ronald Austin v. Irwindale Police Dept.
Case Number: LASC Case No. 20STCP00105

ACTION: Update provided; no reportable action taken

B) Case Name: Golden State Environmental Justice Alliance v.
City of Irwindale, et. al.
Case Number: 20STPCP04070

ACTION: Update provided; no reportable action taken

Public Employee Performance Evaluation
Pursuant to California Government Code Section 54957

Title: City Manager

ACTION: Discussed; no reportable action taken

RECONVENE IN
OPEN SESSION

At 6:31 p.m., the City Council reconvened in Open Session.

CHANGES TO THE
AGENDA

No changes.

COUNCILMEMBER
TRAVEL REPORTS

None.

**COUNCILMEMBER
COMMENTS**

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola requested that staff speak to the property owner of 16154 and 16158 Arrow Highway regarding the potential sale of the two parcels.

MOTION

A motion was made by Mayor Pro Tem Burrola, seconded by Councilmember Ambriz, to direct the City Manager to perform an evaluation of the Recreation Department's expenditures, the amount of part-time employees currently working for the department, as well as their work hours and duties being performed, and report back to the City Council. The motion was approved, with Councilmember Ambriz, Mayor Pro Tem Burrola, and Mayor Ortiz in favor; Councilmembers Breceda and Garcia opposed.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz reported that the Irwindale Community Foundation recently met and has tentatively set another food giveaway to be held on either March 20 or 27. He also noted that Jeff Cameron from United Rock has resigned from his position on the Board of the Irwindale Community Foundation.

MAYOR ORTIZ

Mayor Ortiz requested to adjourn the meeting in memory of Father Joseph Cana of our Lady of Guadalupe Church, and expressed his appreciation for the many programs being offered by the Senior Center, Recreation, and Library Departments. He also thanked City Manager Tam for addressing the problems that residents on Morada Street faced with regard to construction that is being performed at the intersection of Morada and Arrow Highway, and suggested implementing measures to mitigate said issues.

COUNCILMEMBER
BRECEDA

Councilmember Breceda also thanked City Manager Tam for his efforts in addressing the concerns of the residents of Morada Street.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz requested that staff look into creating an entrance on the opposite side of the Morada Street cul-de-sac for the possible staging of construction equipment and vehicles.

**INTRODUCTION OF
NEW EMPLOYEES /
PROMOTIONS**

None.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

CHAMBER OF
COMMERCE
BUSINESS OF THE
MONTH – BUDGET

CHAMBER OF COMMERCE BUSINESS OF THE MONTH –
BUDGET BLINDS OF SAN GABRIEL

The presentation was made.

BLINDS OF SAN
GABRIEL

2020 ENERGY
CHAMPION AWARDS
FOR ENERGY
EFFICIENCY TO THE
CITY OF IRWINDALE
FOR REACHING THE
GOLD LEVEL

2020 ENERGY CHAMPION AWARDS FOR ENERGY EFFICIENCY
TO THE CITY OF IRWINDALE FOR REACHING THE GOLD LEVEL

The presentation was made.

**SPONTANEOUS
COMMUNICATIONS**

CARMEN ROMAN

Carmen Roman requested a phone number to contact a board member of the Irwindale Community Foundation so that she may ask questions. She also requested clarification on questions she had relating to the Recreation Department's budget.

CONSENT CALENDAR

MOTION

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

ITEM NO. 1A
MINUTES

MINUTES

The following minutes were approved:

1) Regular meeting held January 13, 2021

ITEM NO. 1B
WARRANTS /
DEMANDS /
PAYROLL

WARRANTS / DEMANDS / PAYROLL

The warrants / demands / payroll were approved.

ITEM NO. 1C
APPROVAL OF PLANS
AND SPECIFICATIONS
FOR THE 2020 – 2021
RESURFACING
PROJECT; P-1026

APPROVAL OF PLANS AND SPECIFICATIONS FOR THE 2020 –
2021 RESURFACING PROJECT; P-1026

1) The 2020 – 2021 Resurfacing Project was approved and was found to be categorically exempt from the provisions of the California Environmental Quality Act; and 2) the plans and specifications for the 2020 – 2021 Resurfacing Project were approved, and 3) staff was authorized to solicit bids for the construction of the project.

ITEM NO. 1D
INVESTMENT
QUARTERLY REPORT
FOR DECEMBER 31,

INVESTMENT QUARTERLY REPORT FOR DECEMBER 31, 2020
(Joint Item on Successor Agency & Housing Authority)

The Investment Quarterly Report for December 31, 2020, was

2020

received and filed.

ITEM NO. 1E
APPROVAL OF A
PROFESSIONAL
SERVICE CONTRACT
FOR CIVIL /
GEOTECHNICAL
ENGINEERING
SERVICES FOR 1)
SMARA COMPLIANCE
OF MINING PITS,
2) REVIEW OF
GRADING PERMITS;
3) RECLAMATION
OVERSIGHT; AND
4) GEOTECHNICAL
ENGINEERING
SUPPORT

APPROVAL OF A PROFESSIONAL SERVICE CONTRACT FOR CIVIL / GEOTECHNICAL ENGINEERING SERVICES FOR 1) SURFACE MINING AND RECLAMATION ACT OF 1975 (SMARA) COMPLIANCE OF MINING PITS, 2) REVIEW OF GRADING PERMITS FOR INERT BACKFILL OPERATION OF MINE PITS, 3) RECLAMATION OVERSIGHT OF CITY-OWNED PITS, AND 4) GEOTECHNICAL ENGINEERING SUPPORT FOR THE CITY OF IRWINDALE

The City Manager was authorized to execute a professional contract agreement with Geo-Logic Associates, Inc. in the amount of \$804,300 for Civil Engineering / Geotechnical Engineering Services for 1) SMARA compliance of mining pits, 2) review of Grading Permits for inert backfill operation of mining pits, 3) reclamation oversight of city-owned pits, and 4) Geotechnical Engineering Technical Support Services to prepare and develop geotechnical mining policy.

END OF CONSENT CALENDAR

NEW BUSINESS

ITEM NO. 2A
IRWINDALE PARK
BENCH DEDICATION –
MS. ROSE GUERRERO

IRWINDALE PARK BENCH DEDICATION – MS. ROSE GUERRERO (Requested by Councilmembers Ambriz and Garcia)

CITY MANAGER TAM

City Manager Tam presented the staff report.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz noted that both he and Councilmember Garcia requested to bring this item forward for discussion. He strongly recommended that staff reach out to Ms. Guerrero's family to discuss options with regard to the park bench dedication.

COUNCILMEMBER
GARCIA

Councilmember Garcia stated that he merely wanted to bring the policy forward so that the Council could discuss what it dictates.

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola stated that he previously requested to discuss this matter since he desires a new park bench policy so that residents can recognize their loved ones by dedicating benches in their honor. He stated his preference that the policy be amended to allow for honoring a living individual or an individual that has been deceased for at least six months.

COUNCILMEMBER
GARCIA

Councilmember Garcia noted that the policy before them tonight pertains to naming city facilities, and suggested that something be crafted to clarify how benches and plaques could be created to honor individuals.

CITY MANAGER TAM	City Manager Tam clarified that staff seeks direction about whether the existing policy should include the possibility of dedicating park benches. If so, staff will incorporate the comments that the Council makes tonight.
MOTION	A motion was made by Councilmember Ambriz to direct staff to reach out to Mrs. Guerrero's family to discuss options on how to recognize her, and that the policy be amended to allow for honoring individuals that have been deceased for at least six months.
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares clarified that the Parks and Recreation Commission has specifically recommended that the dedication policy pertain specifically to deceased individuals. If the Council wishes to have a park bench dedication policy that allows for the inclusion of either living or deceased individuals, the Council should consider having a separate, stand-alone policy to accommodate this.
COUNCILMEMBER GARCIA	Councilmember Garcia suggested that the policy be accompanied with a cost analysis for Council discussion.
COUNCILMEMBER AMBRIZ	Councilmember Ambriz concurred with Councilmember Garcia, and reiterated his desire for staff to reach out to Mrs. Guerrero's family to obtain their input.
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares asked for clarification about whether staff should contact the Guerrero family to identify a park bench for a plaque to be installed at a nominal cost to the city.
CARMEN ROMAN	Carmen Roman spoke in favor of sending a survey to female Irwindale residents to determine their preferences.
MODIFIED MOTION	Councilmember Ambriz modified his motion to direct staff to: 1) authorize staff to work with the Guerrero family to identify a park bench for a memorial at a nominal cost to be paid for by the city; and 2) develop a new park bench dedication policy that allows for both living and deceased individuals to be recognized, and including its related cost components.
MAYOR PRO TEM BURROLA	Mayor Pro Tem Burrola suggested that the policy be clarified to only permit the same style of benches, and include photos of the benches that the Council would prefer.
MODIFIED MOTION	Councilmember Ambriz concurred and modified his motion to include Mayor Pro Tem Burrola's suggestion.
COUNCILMEMBER GARCIA	Councilmember Garcia agreed and suggested that the policy be returned to the Council along with a full cost analysis, and warned against setting a precedent of gifting public funds whenever a request

	for a dedication is submitted to the City. He also suggested obtaining input from the Parks and Recreation Commission.
COUNCILMEMBER AMBRIZ	Councilmember Ambriz clarified that his motion includes direction to staff to work with the Guerrero family to select an existing park bench for the installation of a dedication plaque on it.
ROLL CALL	The above mentioned motion (as clarified), was seconded by Councilmember Breceda, and unanimously approved, with Councilmember Garcia abstaining.
<u>ITEM NO. 2B</u> IRWINDALE SWIMMING POOL OPERATIONS AND MAINTENANCE	IRWINDALE SWIMMING POOL OPERATIONS AND MAINTENANCE (Requested by Councilmember Ambriz)
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares presented the staff report.
COUNCILMEMBER AMBRIZ	Councilmember Ambriz spoke on perceived safety issues within the Recreation Department, such as those relating to bus transportation and bus maintenance. These responsibilities were then transferred to the Public Works Services Division, which seems to have alleviated the concerns. Then, another safety issue relating to crosswalks was raised, so this responsibility was transferred from the Recreation Department to the Police Department. Thereafter, a child nearly drowned at the pool. Councilmember Ambriz expressed alarm at the issues that have arisen and spoke in favor of removing responsibility of the pool from the Recreation Department and establishing the Swimming Pool as its own, separate department, or assigning responsibility for the pool to the Public Works Services Division.
MAYOR PRO TEM BURROLA	Mayor Pro Tem Burrola noted that the Public Works Services Division maintains the pool while the Recreation Department is responsible for the pool's daily operation, and as such, the pool is divided between two departments. Making the pool its own department would eliminate this situation. He also expressed his disapproval of turning over bus transportation responsibilities to the Public Works Services Division, since it has always fallen under the purview of the Recreation Department.
COUNCILMEMBER BRECEDA	Responding to a question by Councilmember Breceda, Assistant City Manager Olivares advised that the Recreation Department oversees pool operations pertaining to personnel, lifeguard certification, and supplies. Maintenance responsibilities and daily operations are shared by the Bus Drivers and the Assistant Pool Manager. Larger-scale maintenance is performed by a certified, contracted pool operator. She noted that the pool's daily routine is performed by the Assistant Pool Manager four days out of the week during the off-season. Assistant City Manager Olivares also discussed the circumstances behind the assignment of staff responsibilities, and

noted that the Recreation Department currently oversees three Assistant Pool Managers.

COUNCILMEMBER
GARCIA

Councilmember Garcia expressed concern over the pool's water quality and spoke on the need to have an authorized pool operator treating it. He spoke on the potential of increased costs for staffing and management that may be incurred in order to ensure that the pool water is being properly maintained.

MAYOR ORTIZ

Mayor Ortiz also expressed concern about safety, though he cautioned about increased costs when separating the pool from the Recreation Department.

Responding to a question by Mayor Ortiz, Assistant City Manager Olivares indicated that staff can research personnel costs involved in separating the Pool from the Recreation Department.

Mayor Ortiz stated that, while he understood Councilmember Ambriz's efforts in trying to separate the Pool from the Recreation Department, the City must be careful in creating new staff positions or promoting existing staff due to the associated costs. He stated his preference in obtaining a cost analysis before taking action.

COUNCILMEMBER
AMBRIZ

Councilmember Ambriz stated his unease in the Recreation Manager overseeing Pool operations due to safety issues. He suggested that existing Pool staff can assume the responsibilities, and that it may not be necessary to hire additional workers.

COUNCILMEMBER
BRECEDA

Councilmember Breceda concurred that the City Manager and his staff can analyze the request and evaluate the need involved in Councilmember Ambriz's request.

COUNCILMEMBER
GARCIA

Councilmember Garcia spoke on his concern that the water in the pool must be properly maintained year-round and inspected daily.

MOTION

A motion was made by Councilmember Burrola to direct staff to research the cost of a Pool Manager. The motion died due to a lack of a second.

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares clarified that the City already employs three licensed Assistant Pool Managers with certifications to serve as Lifeguards. However, they are not Certified Pool Operators. The City has hired a contractor to properly maintain the pool's water.

MOTION

A motion was made by Councilmember Ambriz, seconded by Councilmember Breceda, to direct the City Manager to research the pool's maintenance and operation requirements, specifically day-to-day staffing operations as well as safety aspects, to ensure that the pool is operated safely.

COUNCILMEMBER BURROLA	Councilmember Burrola repeated his request to have a Pool Manager.
CARMEN ROMAN	Carmen Roman expressed her opposition to the Pool responsibilities being shifted to the Public Works Services Division, and suggested making the Pool its own department.
MODIFIED MOTION	As requested by Councilmember Garcia, Councilmember Ambriz modified his motion to request that the current contracted pool operator provide an updated quote for pool maintenance services so that the costs could be analyzed.
ROLL CALL	Councilmember Ambriz's motion was unanimously approved during Roll Call.
<u>ITEM NO. 2C</u> MID-YEAR FINANCIAL REVIEW AND ADJUSTMENTS TO THE FY 2020-2021 BUDGET	MID-YEAR FINANCIAL REVIEW AND ADJUSTMENTS TO THE FY 2020-2021 BUDGET (Joint Item on Housing Authority)
DIRECTOR CARREON	Director Carreon made a PowerPoint presentation, which included details relating to: 1) FY 2020-2021 General Fund adopted budget, 2) revenue adjustments, 3) expenditure adjustments, 4) revised budget summary, 5) General Fund reserves, 6) Mining Impact Fund summary, and 7) Housing Authority Low/Moderate Income Housing Asset Fund.
DISCUSSION HELD	Discussion was held relating to the General Fund making its final debt service payment this year for the 2013 lease revenue bonds, and a projected increase in revenue due to the realization of upcoming projects, such as the Park at Live Oak and the Reliance II development project.
MAYOR PRO TEM BURROLA	Responding to a question by Mayor Pro Tem Burrola, Director Carreon advised part-time employees are not entitled to any benefits; though permanent part-time employees are eligible for PERS, medical, dental, and vision insurance, though they are not entitled to vacation leave or sick leave. However, permanent part-time employees can work as many hours as they are needed.
CITY MANAGER TAM	City Manager Tam spoke on the proposed funding source for the three permanent part-time positions, and indicated that approving the positions would grant the workers the flexibility to work beyond their current limit of 20 hours per week. He also stated that the costs of the positions are minimal compared to the income to be received from upcoming projects, which these positions would work to support.

MAYOR PRO TEM
BURROLA

Mayor Pro Tem Burrola expressed concern over the costs of the proposed positions, to which City Manager Tam emphasized that the costs for the positions are justifiable when compared to the revenues from incoming projects. Additionally, these staff members would assist in ensuring that the projects' requirements are being met.

Mayor Pro Tem Burrola suggested waiting a year before approving the positions.

COUNCILMEMBER
BRECEDA

Councilmember Breceda agreed that the costs of the positions are minimal and noted that staff is recommending approval of permanent part-time positions, not full-time positions. He spoke on providing staff the necessary help to ensure that the workload is being performed properly.

COUNCILMEMBER
GARCIA

Councilmember Garcia concurred with Councilmember Breceda and stated that he would like to make a motion to approve staff's recommendation.

MAYOR ORTIZ

Responding to several questions by Mayor Ortiz, Director Carreon spoke on plan check and building permit revenues being generated from projects such as the City of Hope parking structure, the Park at Live Oak, and several other large developments. She also spoke on the costs for the proposed permanent part-time positions for the remainder of the fiscal year, and noted that the annual cost for each position is about \$60-\$65,000 per year. However, the employees would only get paid for the actual hours worked.

Mayor Ortiz also asked about the amount of employees working from home compared to those working at the office, to which City Manager Tam advised that employees are currently permitted to work up to 50% from home due to the existing public health crisis, and the other 50% at the office. He added that the requested positions are necessary in order to accommodate increasing workloads that are being created due to the incoming projects.

Mayor Ortiz stated his belief that any new positions that are added generally tend to stay, whereas the incoming projects would not be part of staffing operations every year. He indicated his preference in refraining from implementing promotions at this time. He then asked if the three current part-time workers are interns, to which City Manager Tam confirmed that they began as interns, though they have since graduated and are valuable to the City since time and money have been spent on training them. He also noted that the positions are at-will, so the City can choose whether the positions would remain or be terminated.

Mayor Ortiz suggested continuing with the existing positions as they currently exist, and hire additional interns if more help is needed.

COUNCILMEMBER BRECEDA	Councilmember Breceda noted that employees are being trained today to eventually replace employees that retire. He reemphasized his belief that the costs for the proposed positions are minimal in comparison with incoming revenue.
COUNCILMEMBER BURROLA	Councilmember Burrola spoke in support of waiting until next year to revisit the request.
COUNCILMEMBER GARCIA	Councilmember Garcia stated his support for providing employees the support they need and noted that the proposal would realize savings over time.
MOTION	A motion was made by Councilmember Garcia to adopt Resolution No. 2021-18-3280 entitled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE AND THE IRWINDALE HOUSING AUTHORITY BOARD APPROVING ADJUSTMENTS TO THE BUDGET FOR FISCAL YEAR 2020-2021," with the recommendations made by staff.
COUNCILMEMBER AMBRIZ	Councilmember Ambriz acknowledged the valid concerns made by the Councilmembers, but suggested waiting a bit longer to approve the recommendations to the positions.
SUBSTITUTE MOTION	A substitute motion was made by Councilmember Ambriz, seconded by Mayor Pro Tem Burrola, to adopt Resolution No. 2021-18-3280 , entitled:
RESOLUTION NO. 2021-18-3280 ADOPTED	"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE AND THE IRWINDALE HOUSING AUTHORITY BOARD APPROVING ADJUSTMENTS TO THE BUDGET FOR FISCAL YEAR 2020-2021," reading by title only and waiving further reading thereof, and approving the recommendations made by staff with the exception of the proposed personnel changes.
COUNCILMEMBER GARCIA	Councilmember Garcia retracted his motion.
ROLL CALL	Councilmember Ambriz's motion was approved, with Councilmember Ambriz, Mayor Pro Tem Burrola, and Mayor Ortiz in favor; Councilmembers Breceda and Garcia opposed.
RECESS	At 8:45 p.m., the Council took a short recess.
RECONVENE	The Council reconvened at 8:51 p.m. with all members present.
<u>PUBLIC HEARINGS</u>	None.

**CITY MANAGER'S
REPORT**

CITY MANAGER TAM City Manager Tam provided an update on COVID-19 and noted that CA Governor Newsom lifted the regional stay-at-home order. City staff is awaiting further guidance from Los Angeles County to determine how this would affect the workforce. The Council will be updated accordingly.

COORDINATOR Coordinator Espino spoke on an upcoming event to provide free
ESPINO COVID-19 testing to Irwindale residents and employees on February 15.

COUNCILMEMBER Responding to a question by Councilmember Ambriz, City Manager
AMBRIZ Tam spoke on the availability of COVID-19 vaccines and noted that interested individuals may register online to obtain updates as to when they may be inoculated.

COORDINATOR Coordinator Espino added that a flyer was mailed out to residents
ESPINO encouraging those over the age of 65 to check with the County of Los Angeles in order to register to receive the vaccinations.

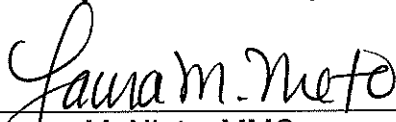
**AGENDA ITEM
REQUESTS BY
COUNCILMEMBERS**

MAYOR ORTIZ Mayor Ortiz spoke on his previous request for the inclusion of a former city employee in the Veterans Monument, and noted that the current policy only permits for the inclusion of names of individuals that have lived within the City. However, it appears that some of the individuals listed on the Veterans Monument did not live within the City, and requested that the policy be modified to allow Irwindale staff to be recognized on the Veterans Monument.

MOTION A motion was made by Mayor Ortiz, seconded by Councilmember Ambriz, to discuss the Veterans Monument policy at a future meeting. The motion was unanimously approved.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:01 p.m., in memory of Father Joseph Cana.



Laura M. Nieto, MMC
Chief Deputy City Clerk