

CITY OF IRWINDALE

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



NOTICE AND AGENDA FOR THE SPECIAL AND REGULAR MEETING OF THE

CITY COUNCIL

SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

HOUSING AUTHORITY

JUNE 22, 2022

**SPECIAL MEETING – 5:30 P.M.
REGULAR MEETING - 6:30 P.M.**

IRWINDALE CITY COUNCIL CHAMBER

CLOSED SESSION / OPEN SESSION – CITY COUNCIL CHAMBER

Limited Public Access

Pursuant to Irwindale Resolution No. Resolution No. 2022-58-3308

The Irwindale City Council has authorized the conduct of hybrid meetings of the City Council, including all City Commissions and committee meetings, and all regularly scheduled meetings that would normally take place in the City Council Chambers, under the provisions of Government Code Section 54956 § E, as authorized by AB 361.

The public's health and well-being are the top priority for the City, and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting and opportunities to participate are available through the following:

In-Person at the City Council Chambers and

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, if you need special assistance to participate in a City Council meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Chief Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. 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).

Code of Ethics

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

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

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

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

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

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

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

IRWINDALE CITY COUNCIL



SPECIAL MEETING – 5:30 P.M.

A. CALL TO ORDER

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

SPONTANEOUS COMMUNICATIONS

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

C. RECESS TO CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation

Pursuant to California Government Code Section 54956.9

A) Name of Case: Five Points, LP vs. City of Irwindale

Case Number: 22STCV01394

B) Case Name: City of Irwindale As Successor Agency to the Irwindale Community
Redevelopment Agency, et al. v. County of Los Angeles

Case Number: Ventura County Superior Court Case No. 56-2015-00464100-CU-WM-
VTA

2. Liability Claims

Pursuant to Government Code Section 54956.95:

Claimant: Fred & Becky Barbosa

Agency claimed against: City of Irwindale, Irwindale Housing Authority

3. Conference with Real Property Negotiator

Pursuant to California Government Code Section 54956.8

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

Agency negotiator: Julian A. Miranda, City Manager

Negotiating Parties: United Rock Products Corp.

Under negotiation: Sublease Price and Terms

4. Conference with Labor Negotiator

Pursuant to California Government Code Section 54957.6

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

Employee Organizations: ICEA, IMEA, IPOA and Unrepresented Employees

D. RECONVENE IN OPEN SESSION

E. REPORT FROM CLOSED SESSION

F. ADJOURNMENT

OPEN SESSION – 6:30 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

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

E. CHANGES TO THE AGENDA

F. COUNCIL MEMBER TRAVEL REPORTS

G. COUNCILMEMBER COMMENTS

H. INTRODUCTION OF NEW EMPLOYEES/PROMOTIONS

1. Oath of Office to Irwindale Police Officer Luis Amesola

I. PROCLAMATIONS / PRESENTATIONS / COMMENDATIONS

1. Chamber of Commerce Business of the Month - United Rock Products

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. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to 3 minutes unless such time limits are extended. 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 attendees who have not previously provide comments on the matter(s) being discussed by the legislative body

Tier 4: Teleconference attendees who have not previously provide comments on the matter(s) being discussed by the legislative body

1. **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.

A. Minutes

Recommendation: Approve the following minutes:

1. Special Meeting held May 26, 2022
2. Regular Meeting held May 26, 2022
3. Special Joint Meeting held June 8, 2022
4. Regular Meeting held June 8, 2022

B. Warrants/Demands/Payroll

Recommendation: Approve

C. Cancellation of November 23, 2022 and December 28, 2022 City Council Meetings

Recommendation: **Adopt Resolution No. 2022-64-3314** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINDALE, CALIFORNIA, CANCELLING THE NOVEMBER 23, 2022 AND DECEMBER 28, 2022 REGULAR CITY COUNCIL MEETINGS".

- D. Consideration of Resolution Amending the Compensation Plan
Recommendation: **Adopt Resolution No. 2022-61-3311** 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”.

- E. Resolution to Accept a Donation from the Irwindale Community Foundation (Continued from the meeting of June 8, 2022)
Department: Finance

Recommendation: **Adopt Resolution No. 2022-56-3306** entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE APPROPRIATION OF DONATED FUNDS FROM THE IRWINDALE COMMUNITY FOUNDATION FOR FISCAL YEAR 2022-2023”.

- F. Adoption of Fiscal Year 2022-23 Budget

Recommendation: **Adopt on second reading Ordinance No. 761** entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023” reading by title only and waiving further reading thereof.

- G. A Resolution to Extend the Existence of a Local Emergency Regarding the COVID-19 Pandemic

Recommendation: **Adopt Resolution No. 2022-66-3316** entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA EXTENDING THE EXISTENCE OF A LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC WITHIN THE CITY OF IRWINDALE PURSUANT TO IRWINDALE MUNICIPAL CODE CHAPTER 2.44”.

2. NEW BUSINESS

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

- A. Potential Housing Sites for Compliance with the 2021-2029 SCAG 6th Cycle Regional Housing Needs Assessment for the Housing Element & General Plan Update (Joint Item on Housing Authority agenda)

Recommendation: Discuss potential housing sites and provide direction on density and housing type development.

- B. Adopt Resolution No. 2022-65-3315 Appointing Members to the Irwindale Community Foundation

Recommendation: **Adopt Resolution No. 2022-65-3315** appointing two (2) Resident representative and one (1) City Council representative to the Irwindale Community Foundation.

3. PUBLIC HEARINGS

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

A. Public Hearing for Irwindale Business Center Sewer and Street Lighting Maintenance Assessment Districts

Recommendation: (1) Conduct a Public Hearing for public comments; (2) **Adopt Resolution No. 2022-63-3313** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 FOR MAINTENANCE, OPERATION, AND CAPITAL REPLACEMENT OF THE CITY'S SANITATION AND SEWAGE SYSTEMS WITHIN THE SEWER MAINTENANCE DISTRICT LOCATED WITHIN THE IRWINDALE BUSINESS CENTER"; and (3) **Adopt Resolution No. 2022-62-3312** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023, FOR MAINTENANCE OF STREET LIGHTING LOCATED WITHIN THE EXISTING IRWINDALE BUSINESS CENTER STREET LIGHTING MAINTENANCE DISTRICT".

4. CITY MANAGER'S REPORT

5. AGENDA ITEMS REQUESTED BY COUNCIL MEMBERS

1. Request by Councilmember Ortiz regarding left turn signal at Arrow Highway and Vincent (verbal)
2. Request by Councilmember Ortiz regarding address curb painting (verbal)
3. Verbal Update on Red, White and You Events (Requested by Mayor Burrola)

6. ADJOURN

SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

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.

1. CONSENT CALENDAR

A. Minutes

Recommendation: Approve the following minutes:

1. Regular Meeting held May 26, 2022
2. Special Joint Meeting held June 8, 2022
3. Regular Meeting held June 8, 2022

B. Warrants

None for approval

2. NEW BUSINESS

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

3. PUBLIC HEARINGS

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

4. ADJOURN

HOUSING AUTHORITY

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.

1. CONSENT CALENDAR

A. Minutes

Recommendation: Approve the following minutes:

1. Regular Meeting held May 26, 2022
2. Special Joint Meeting held June 8, 2022
3. Regular Meeting held June 8, 2022

2. NEW BUSINESS

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

- A. Potential Housing Sites for Compliance with the 2021-2029 SCAG 6th Cycle Regional Housing Needs Assessment for the Housing Element & General Plan Update (Joint Item on City Council agenda)

Recommendation: Discuss potential housing sites and provide direction on density and housing type development.

- B. Irwindale Housing Authority Guidelines, Policies, and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program

Recommendation: Discuss and provide direction regarding the Irwindale Housing Authority Guidelines, Policies and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program Las Casitas.

3. PUBLIC HEARINGS

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

4. ADJOURN

AFFIDAVIT OF POSTING

I, Laura M. Nieto, Chief Deputy City Clerk, certify that I caused the agenda for the regular meeting of the City Council, Irwindale Successor Agency to the Irwindale Community Redevelopment Agency, and Housing Authority, to be held on June 22, 2022, be posted at the City Hall, Library, and Post Office on June 16, 2022.

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 1A1

MAY 26, 2022
WEDNESDAY
5:32 P.M.

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

ROLL CALL:

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

Also Present: Julian A. Miranda, City Manager; Adrian Guerra, City
Attorney.

SPONTANEOUS
COMMUNICATIONS

There were no speakers.

RECESS TO
CLOSED SESSION

At 5:34 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: Update provided; no direction provided

Name of Case: City of Irwindale as Successor Agency to the Irwindale
Community Redevelopment Agency, et al. v. County of Los Angeles
Case Number: Ventura County Superior Court Case No. 56-2015-
00464100-CU-WM-VTA

ACTION: Update provided, no direction or action taken

Liability Claims

Pursuant to Government Code Section 54956.95

Claimant: Fred & Becky Barbosa

Agency Claimed Against: City of Irwindale, Irwindale Housing
Authority

ACTION: Discussed; no action or direction taken

RECONVENE IN
OPEN SESSION

At 6:30 p.m., the City Council reconvened in Open Session.

ADJOURNMENT

There being no further business to conduct, the meeting was
adjourned at 6:31 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

CC Item 1A2

**MAY 26, 2022
WEDNESDAY
6:31 P.M.**

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

ROLL CALL:

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

Present: Julian A. Miranda, City Manager; Adrian Guerra, City Attorney; Ty Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering / Building Official; Kambiz Borhani, Director of Finance / City Treasurer; Marilyn Simpson, Community Development Director; Mary Hull, Human Resources Manager, Elizabeth Rodriguez, Public Services Director; Jeff Wagner, Information Technology Manager; Iris Espino, Assistant to the City Manager; and Armando Hegdahl, Management Analyst

**CHANGES TO THE
AGENDA**

**CITY MANAGER
MIRANDA**

City Manager Miranda advised that Item No. 1G will be pulled from tonight's agenda and will be continued to the meeting of June 8.

**COUNCILMEMBER
TRAVEL REPORTS**

**COUNCILMEMBER
GARCIA**

Councilmember Garcia reported on his attendance at the recent California Contract Cities Association seminar.

**COUNCILMEMBER
BRECEDA**

Councilmember Breceda also reported on his attendance at the same seminar, as well as the ICSC conference, and thanked the Irwindale staff members that worked hard at the conference.

**COUNCILMEMBER
ORTIZ**

Councilmember Ortiz reported on this attendance at the ICSC conference and thanked Irwindale staff members who worked at the conference.

**MAYOR PRO TEM
AMBRIZ**

Mayor Pro Tem Ambriz spoke on his attendance at the Contract Cities Association seminar. He also reported that United Rock Products will offer college scholarships to high school seniors through the Irwindale Community Foundation.

MAYOR BURROLA

Mayor Burrola reported on his attendance at the CA Contract Cities Association seminar.

**COUNCILMEMBER
COMMENTS**

COUNCILMEMBER
ORTIZ

Councilmember Ortiz reported on his attendance to the Foothill Gold Line Joint Powers Authority meeting held recently.

**INTRODUCTION OF
NEW EMPLOYEES /
PROMOTIONS**

OATH OF OFFICE
FOR IRWINDALE
POLICE OFFICER
GLEN JOHNSEN

OATH OF OFFICE FOR IRWINDALE POLICE OFFICER GLEN
JOHNSEN

Chief Henshaw provided brief background information on Officer Johnsen and Mayor Burrola administered the Oath of Office.

INTRODUCTION OF
BRIANNA GOMEZ,
IRWINDALE POLICE
DISPATCHER

INTRODUCTION OF BRIANNA GOMEZ, IRWINDALE POLICE
DISPATCHER

Chief Henshaw provided brief background information on Dispatcher Gomez and Mayor Burrola administered the Oath of Office.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

CHAMBER OF
COMMERCE BUSINESS
OF THE MONTH –
LEMON DROP
COOKIE SHOP

CHAMBER OF COMMERCE BUSINESS OF THE MONTH – LEMON
DROP COOKIE SHOP

The presentation was made.

KELLY QUEZADA

Kelly Quezada with Lemon Drop Cookie Shop thanked the Council for the recognition.

**SPONTANEOUS
COMMUNICATIONS**

DENA ZEPEDA

Dena Zepeda thanked United Rock for offering scholarships, as well as Huy Fong, Athens, and the Irwindale Community Foundation for their contributions to the city.

CONSENT CALENDAR

MOTION

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

ITEM NO. 1A
MINUTES

MINUTES

The following minutes were approved as amended:

- 1) Special Joint Meeting held April 25, 2022
- 2) Special Joint Meeting held May 11, 2022
- 3) Regular meeting held May 11, 2022

ITEM NO. 1B
WARRANTS /
DEMANDS / PAYROLL

WARRANTS / DEMANDS / PAYROLL

The warrants / demands / payroll were approved.

ITEM NO. 1D
NOVEMBER 8, 2022
GENERAL MUNICIPAL
ELECTION –
ADOPTION OF
RESOLUTION

NOVEMBER 8, 2022 GENERAL MUNICIPAL ELECTION –
ADOPTION OF RESOLUTION

RESOLUTION NO.
2022-52-3302
ADOPTED

Resolution No. 2022-52-3302, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINDALE, CALIFORNIA, (1) CALLING FOR AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE CHARTER; (2) REQUESTING CONSOLIDATION OF SUCH ELECTION WITH THE COUNTY OF LOS ANGELES WITH ANY AND ALL ELECTIONS HELD ON SUCH DATE; (3) REQUESTING THE COUNTY OF LOS ANGELES TO PROVIDE SPECIFIC ELECTION ADMINISTRATION SERVICES FOR SUCH ELECTION; (4) ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE FOR SUCH ELECTION REGARDING CANDIDATE STATEMENTS; AND (5) PROVIDING FOR THE DETERMINATION OF TIE VOTES BY LOT UNLESS THE CITY COUNCIL ADOPTS THE PROVISIONS OF ELECTIONS CODE SECTION 15651 (B) PRIOR TO THE CONDUCT OF THE ELECTION RESULTING IN THE TIE VOTE,” was adopted.

ITEM NO. 1E
APPROVAL OF SB1
ROAD MAINTENANCE
AND REHABILITATION
ACCOUNT FOR LOCAL
STREETS AND ROADS
FUNDING ALLOCATION
FOR FISCAL YEAR
2022/2023

APPROVAL OF SB1 ROAD MAINTENANCE AND
REHABILITATION ACCOUNT LOCAL STREETS AND ROADS
FUNDING ALLOCATION FOR FISCAL YEAR 2022/2023

- 1) The SB1 Local Streets and Roads Program proposed project list for Fiscal Year 2022/2023 was approved and staff was authorized to submit said list to the California Transportation Commission, and
- 2):

RESOLUTION NO.
2022-44-3294
ADOPTED

Resolution No. 2022-44-3294, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE AUTHORIZING THE SUBMISSION OF SB1 ROAD MAINTENANCE AND REHABILITATION ACCOUNT LOCAL STREETS AND ROADS PROJECT LIST TO THE CALIFORNIA TRANSPORTATION COMMISSION AND ALLOCATION OF FUNDS FO THE 2022-2023 RESURFACING PROGRAM," was adopted.

ITEM NO. 1F
IRWINDALE BUSINESS
CENTER SEWER AND
STREET LIGHT
MAINTENANCE
ASSESSMENT
DISTRICTS
ENGINEER'S REPORT
AND NOTICE OF
INTENT TO LEVY

IRWINDALE BUSINESS CENTER SEWER AND STREET LIGHT
MAINTENANCE ASSESSMENT DISTRICTS ENGINEER'S
REPORT AND NOTICE OF INTENT TO LEVY

RESOLUTION NO.
2022-49-3299
ADOPTED

Resolution No. 2022-49-3299, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING AN ENGINEER'S REPORT FOR FISCAL YEAR 2022-2023 FOR MAINTENANCE, OPERATION, AND CAPITAL REPLACEMENT OF THE CITY'S SANITATION AND SEWERAGE SYSTEMS LOCATED WITHIN THE SEWER MAINTENANCE DISTRICT WITHIN THE IRWINDALE BUSINESS CENTER; DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN THE SEWER MAINTENANCE DISTRICT FOR FISCAL YEAR 2022-2023; AND GIVING NOTICE OF A DAY AND TIME FOR A VIRTUAL PUBLIC HEARING ON THE LEVY OF THE PROPOSED ASSESSMENTS; was adopted, and

RESOLUTION NO.
2022-48-3298
ADOPTED

Resolution No. 2022-48-3298, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROVING AN ENGINEER'S REPORT FOR FISCAL YEAR 2022-2023 FOR MAINTENANCE OF STREET LIGHTING LOCATED WITHIN THE STREET LIGHTING MAINTENANCE DISTRICT (THE IRWINDALE BUSINESS CENTER); DECLARING ITS INTENTION TO LEVY ASSESSMENTS WITHIN THE STREET LIGHTING MAINTENANCE DISTRICT FOR THE FISCAL YEAR 2022-2023; AND GIVING NOTICE OF A DAY AND TIME FOR A VIRTUAL PUBLIC HEARING ON THE LEVY OF THE PROPOSED ASSESSMENTS", was adopted, and 3) the Public Hearing was set for June 22, 2022, to consider setting assessments for the two above-mentioned Assessment Districts.

ITEM NO. 1G

APPROVE COPS
GRANT FUND BUDGET
TRANSFER FOR
ADDITIONAL
EQUIPMENT COSTS
TO OUTFIT TWO
POLICE SERVICE
VEHICLES

APPROVE COPS GRANT FUND BUDGET TRANSFER FOR
ADDITIONAL EQUIPMENT COSTS TO OUTFIT TWO POLICE
SERVICE VEHICLES

RESOLUTION NO.
2022-47-3297
ADOPTED

Resolution No. 2022-47-3297, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE APPROVING A BUDGET TRANSFER OF COPS
GRANT FUNDS OF \$28,100 WITHIN THE COPS FUND BUDGET
FOR THE INCREASE IN COSTS FOR OUTFITTING TWO (2)
POLICE VEHICLES WITH EMERGENCY SERVICE EQUIPMENT,
AND AUTHORIZING THE CITY MANAGER TO ISSUE A
PURCHASE ORDER," was adopted.

ITEM NO. 1H

ACCEPTING AND
APPROVING THE
APPROPRIATION OF
DONATED FUNDS
FROM THE
IRWINDALE
COMMUNITY
FOUNDATION

ACCEPTING AND APPROVING THE APPROPRIATION OF
DONATED FUNDS FROM THE IRWINDALE COMMUNITY
FOUNDATION

RESOLUTION NO.
2022-50-3300
ADOPTED

Resolution No. 2022-50-3300, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE ACCEPTING AND APPROVING THE
APPROPRIATION OF DONATED FUNDS FROM THE IRWINDALE
COMMUNITY FOUNDATION," was adopted.

ITEM NO. 1I

RESOLUTION
APPROVING THE
DONATION TO THE
IRWINDALE
EDUCATIONAL
FOUNDATION

RESOLUTION APPROVING THE DONATION TO THE
IRWINDALE EDUCATIONAL FOUNDATION

RESOLUTION NO.
2022-53-3303
ADOPTED

Resolution No. 2022-53-3303, 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," was adopted.

END OF CONSENT CALENDAR

ITEM NO. 1C
CLAIM: FRED &
REBECCA BARBOSA
VS. CITY OF
IRWINDALE /
IRWINDALE HOUSING
AUTHORITY

CLAIM: FRED & REBECCA BARBOSA VS. CITY OF IRWINDALE /
IRWINDALE HOUSING AUTHORITY (Joint Item on Housing
Authority Agenda)

COUNCILMEMBER
BRECEDA

Councilmember Breceda declared a potential conflict of interest,
recused himself from this item, and exited the Council Chambers at
6:57 p.m.

MOTION

A motion was made by Mayor Pro Tem Ambriz, seconded by
Councilmember Ortiz, to direct staff to return the claim due to its
untimely filing on behalf of the City and Housing Authority, and direct
the City Manager / Executive Director to speak to the claimants
regarding their claim.

FRED BARBOSA

Responding to a question by Fred Barbosa, City Attorney Guerra
advised that the action that is being proposed includes directing staff
to send a letter to the claimants indicating that the claim was filed late.

Mr. Barbosa noted that the Housing Authority has previously
authorized reimbursement of expenses incurred by residents in
repairing faulty items at their homes, even after many years have
passed since those items were installed and their warranties have
long since expired. He complained that the City Inspector who
inspected the repairs made at his home signed off on shoddy
workmanship, and stated that he subsequently had to take out
another loan in order to correct the contractor's deficient work. He
referenced a contract that he says he entered into with the Housing
Authority for the repairs to his house, and asked when the Housing
Authority's statute of limitations began, to which City Attorney Guerra
stated that it would be inappropriate for him to respond since he is not
sure which contract Mr. Barbosa referenced.

CITY ATTORNEY
GUERRA

City Attorney Guerra further stated that he is unable to provide legal
counsel to Mr. Barbosa.

REBECCA BARBOSA

Rebecca Barbosa stated that they did not previously submit a claim
since they were unaware of the faulty work, and that they only noticed
the faulty work when a second contractor discovered it in 2019. She
requested that the Council "do the right thing." She also noted that
the Housing Authority has previously issued reimbursements to other

property owners for their expenses in conducting repairs, even though the repairs were conducted without the required permits.

DENA ZEPEDA

Dena Zepeda complained about the legal counsel representing the Housing Authority and made allegations of impropriety against the Housing Authority staff. She suggested that no letters be sent to the claimants and for the Executive Director to speak to them instead.

MAYOR BURROLA

Mayor Burrola noted that the Council has not made a motion to deny the claim.

COUNCILMEMBER
ORTIZ

Councilmember Ortiz stated that the claim has not been denied.

MAYOR PRO TEM
AMBRIZ

Mayor Pro Tem Ambriz advised that the Council has motioned to direct the City Manager to speak to the claimants regarding their claim.

ROLL CALL

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

COUNCILMEMBER
BRECEDA

Councilmember Breceda returned to the Council Chambers at 7:10 p.m.

NEW BUSINESS

ITEM NO. 2A
MAY 25, 2022,
HOUSING WORKSHOP
UPDATE

MAY 25, 2022 HOUSING WORKSHOP UPDATE (Joint Item on the Housing Authority agenda)

DIRECTOR SIMPSON

Director Simpson introduced the staff report. She also introduced Mr. Matt Kowta from BAE Consultants.

CITY MANAGER
MIRANDA

Responding to a question by City Manager Miranda, City Attorney Guerra advised that this item relates to a General Plan housing workshop and it is not tied to any specific site, and as such, there does not appear to be any conflicts of interest with the Councilmembers.

MATT KOWTA

Matt Kowta reviewed the PowerPoint presentation he made at last night's housing workshop and noted that the workshop did not discuss any city-sponsored housing developments.

DIRECTOR SIMPSON

Director Simpson elaborated on the staff report and discussed the comments received during the workshop.

COUNCILMEMBER
ORTIZ

In reply to a question by Councilmember Ortiz, Mr. Kowta indicated that the entire process to have the housing element approved by HCD would take another year. Once the draft is submitted to HCD, a

mandatory 90-day review period would be held, followed by a 30-day public review period. Any necessary changes would be incorporated before re-submitting to the HCD.

MATT KOWTA

Mr. Kowta advised that staff is continuously seeking input and will refine suggestions before asking the Council to adopt the Housing Element as part of the General Plan. He noted that this step will likely take place over a year from now.

MAYOR PRO TEM
AMBRIZ

Mayor Pro Tem Ambriz noted that city residents have a great interest in future housing within the city. He suggested that the Council take time to review all the information and comments that have been made thus far and hold-off on providing direction today in an effort to ensure that the Council makes the best possible decision.

COUNCILMEMBER
GARCIA

In response to a question by Councilmember Garcia, Mr. Kowta spoke on the availability of overlay zones to allow for the development of different types of zoning in specific areas.

MAYOR BURROLA

Mayor Burrola asked whether the development of senior housing units would count toward the City's RHNA numbers, to which Mr. Kowta confirmed that they would if they are self-contained, apartment-type units.

Mayor Burrola asked whether the Housing Element could be modified once submitted to HCD, to which Mr. Kowta confirmed that it could be. He added that, if a certain area is identified as an appropriate site for housing development, but subsequently removed, then under the "no net loss" rule, the City would have to identify an alternate location and maintain the same capacity.

Mayor Burrola thanked staff for the presentation. He then agreed with Mayor Pro Tem Ambriz's suggestion to take time to think about the housing needs of the city while also considering all the suggestions that have been made.

MATT KOWTA

Mr. Kowta cautioned that the process needs to move as quickly as possible since the City is operating under certain deadlines, including one that has already passed.

MICHELLE DURAN

Michelle Duran thanked staff for the informative workshop held yesterday and urged the Council to consider using property along Allen Drive for housing only and for no other purposes. She suggested possibly developing senior housing and multi-family units on the site due to its proximity of amenities such as the park. She also suggested that consideration be given to a property near Duarte "where the truck parking is."

ROBERT DURAN

Robert Duran concurred with Michelle Duran and suggested keeping housing developments near the hub of the city.

DENA ZEPEDA	Dena Zepeda spoke on her interpretation of conflicts of interest and suggested developing housing on Allen Drive since residents living near the city's outskirts feel left out. She also spoke in favor of developing mixed-income units to avoid segregating certain income-level households.
ANTHONY NARANJO	Anthony Naranjo also thanked staff for the presentation and stated his belief about the need for the Council to act quickly and begin making decisions. He also stated his belief that housing needs have changed and that the priority should be focused on developing multi-family units.
DIRECTOR SIMPSON	As requested by City Manager Miranda, Director Simpson reviewed the suggestions made at last night's workshop.
MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz reiterated his desire to take time to process the information received and further discuss the matter at the first Council meeting in July.
COUNCILMEMBER ORTIZ	Councilmember Ortiz agreed with Mayor Pro Tem Ambriz about the need to process the information received. He spoke on the potential for housing to be developed on the various sites that were presented, with the principal focus on Allen Drive.
COUNCILMEMBER GARCIA	Councilmember Garcia agreed and stated that he would like the opportunity to visit all the proposed sites to get a better feel of the locations, with Allen Drive being the priority for housing development. He also requested a copy of the information provided at last night's workshop so he can review it and provide additional feedback.
COUNCILMEMBER BRECEDA	Councilmember Breceda stated that there are some sites that he would like to look into.
MAYOR BURROLA	Mayor Burrola thanked staff for the workshop and for all the information provided to the public thus far. He also acknowledged the public's apparent preference to develop housing on Allen Drive, and suggested possibly further discussing this information at the next Council meeting. Responding to a question by Mayor Burrola, Mr. Kowta indicated that staff does not necessarily need to know a specific number of homes to be developed at this time. However, now that Allen Drive seems to be the prime location, it is very important to determine the type of housing that should be developed there, as well as determine where higher-density units could be placed. He requested Council input, perhaps at the next meeting, on the amount of units to be developed per income category.

MAYOR PRO TEM AMBRIZ	Mayor Pro Tem Ambriz reiterated his belief that the Council needs more time to analyze, and suggested further discussion at the first meeting in July.
CITY MANAGER MIRANDA	City Manager Miranda noted that the City is at a stage where certain information relating to the Housing Element needs to be provided to HCD. He acknowledged that some matters would need to be brought back, but spoke in support of developing conversations and decisions with forward momentum.
DIRECTOR SIMPSON	Director Simpson noted that the 5 th Cycle Housing Element already identified three acres for development at Allen Drive, with 21 units per acre, and as such, the City has already committed to this amount. Now the City would need to analyze the remaining 7 acres at the site. She added that property owners might contact the City with the desire to rezone their land.
COUNCILMEMBER GARCIA	Councilmember Garcia suggested for community members to draw renderings of what they would prefer to see developed.
CITY ATTORNEY GUERRA	City Attorney Guerra reiterated City Manager Miranda's concern and noted that, under state law, the City must have its housing element adopted and the Zoning Code implemented by October 15 of this year, which does not allow for much time. He acknowledged Mayor Pro Tem Ambriz's request for additional time to process the information received, but urged the Council to take concrete steps. He noted that many prefer developing housing at Allen Drive; perhaps the Council could place the discussion of the Allen Drive site on the agenda for the next meeting in an effort to make good-faith efforts in meeting the October deadline.
MAYOR BURROLA	Mayor Burrola requested that this item be brought back at the next Council meeting. He requested that the Allen Drive site be studied for the potential development of housing at the site.
MOTION	A motion was made by Mayor Pro Tem Ambriz, seconded by Councilmember Ortiz, to discuss the 10-acre site and its potential for development at the next Council meeting. No roll call was held.
DIRECTOR SIMPSON	Director Simpson noted that, in addition to the Housing Element, staff would also be analyzing the General Plan Element, Safety Element, and a new item called the Environmental Justice Element.
<u>ITEM NO. 2B</u> FY 2022-2023 BUDGET WORKSHOP #2	FY 2022-2023 BUDGET WORKSHOP #2 (Joint Item on Housing and Reclamation Authority Agendas)
DIRECTOR BORHANI	Director Borhani presented the staff report as well as a PowerPoint presentation.

COUNCILMEMBER ORTIZ	Councilmember Ortiz noted minor corrections to information presented in the report relating to the proposed Zumba Gold classes and Mariachi Fest performances.
DISCUSSION HELD	Discussion was held relating to the following: 1) Costs of hiring a certified trainer as compared to the costs in training staff to become certified trainers, and whether staff is willing to be trained. 2) The Parks & Recreation Commission originally proposed the idea to have a certified trainer assist in the weight room. 3) The costs involved in upgrading the audio / video components in the Council Chambers. 4) The costs of purchasing vs. renting a portable stage and its availability under each scenario. 5) Costs and availability of training for members of the Public Works Services team.
MAYOR BURROLA	Mayor Burrola suggested for staff to check whether staff members are willing to be trained to serve as certified trainers in the weight room, and for instructional videos be displayed on monitors at the weight room for those individuals that are interested in learning how to use the machines. He also suggested that the portable stage be rented instead of having the city purchase one.
REBECCA BARBOSA	Rebecca Barbosa spoke on her training experiences during her time working for the City.
CITY MANAGER MIRANDA	City Manager Miranda briefly spoke on the potential funding sources that Assistant City Manager Olivares is working on securing for shovel-ready projects.
CITY ATTORNEY GUERRA	City Attorney Guerra noted that the next steps in adopting the budget would be to prepare an ordinance and introduce it at a City Council meeting for first reading then at another meeting for second reading and adoption.
MOTION	A motion was made by Mayor Pro Tem Ambriz, seconded by Councilmember Breceda, to approve the costs associated with training five staff members to take certified trainer courses and include in the FY 2022/2023 budget. The motion was unanimously approved.
MOTION	A motion was made by Councilmember Ortiz, seconded by Councilmember Breceda, to approve the costs associated with renting a portable stage and including in the FY 2022/2023 budget. The motion was unanimously approved.
<u>PUBLIC HEARINGS</u>	None.

**CITY MANAGER'S
REPORT**

CITY MANAGER
MIRANDA

City Manager Miranda reported the following:

- 1) City offices will be closed May 30 in observance of Memorial Day.
- 2) The Library will be holding a Summer Homework Program from June 6 through July 28.
- 3) A Safe and Sane Fireworks Poster contest will be held soon.
- 4) All six lighting poles at the baseball field have been replaced.
- 5) The schedule for the Music in the Park and Sunset Cinema events are available on the city's website.
- 6) Registrations are being accepted for summer classes.
- 7) Registrations to participate in the home delivery program for seniors must register at least 24 hours in advance.
- 8) The deadline to register for the Senior Prom is June 15.

**AGENDA ITEMS
REQUESTED BY
COUNCILMEMBERS**

MAYOR PRO TEM
AMBRIZ

Mayor Pro Tem Ambriz requested adding an item on the agenda for either the second meeting in June or the first meeting in July to discuss the application process for Las Casitas senior apartments.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:38 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

CC Item 1A3
SA & HA Item 1A2

**JUNE 8, 2022
WEDNESDAY
6:03 P.M.**

The Irwindale **CITY COUNCIL, SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY, HOUSING AUTHORITY, and RECLAMATION AUTHORITY** met in special joint session at the above time and place.

ROLL CALL:

Present: Councilmembers / Board Members Mark A. Breceda (arrived at 6:11 p.m.), Manuel R. Garcia (arrived at 6:03 p.m.), H. Manuel Ortiz; Mayor Pro Tem / Vice Chair Albert F. Ambriz; Mayor / Chair Larry G. Burrola

Also Present: Julian A. Miranda, City Manager / Executive Director; Adrian Guerra, City / Board Attorney.

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Ortiz, seconded by Mayor Pro Tem Ambriz, to approve the Consent Calendar. The motion was unanimously approved; Councilmember Breceda absent at the time of the Roll Call vote.

ITEM NO. 1A

A RESOLUTION TO RE-RATIFY THE EXISTENCE OF A LOCAL EMERGENCY AND AUTHORIZE REMOTE MEETINGS FOR THE LEGISLATIVE BODIES OF THE CITY OF IRWINDALE FOR THE 30-DAY PERIOD BEGINNING JUNE 8, 2022 THROUGH JULY 8, 2022

A RESOLUTION TO RE-RATIFY THE EXISTENCE OF A LOCAL EMERGENCY AND AUTHORIZE REMOTE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF IRWINDALE FOR THE 30-DAY PERIOD BEGINNING JUNE 8, 2022 THROUGH JULY 8, 2022

**RESOLUTIONS
ADOPTED**

Joint Resolution Nos. 2022-57-3307, SA 2022-58-3308, HA 2022-13-123, and RA 2022-06-033, entitled:

"A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY, THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF IRWINDALE, AND THE BOARD OF THE RECLAMATION AUTHORITY OF THE CITY OF IRWINDALE, CALIFORNIA, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE HYBRID

MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF IRWINDALE FOR THE 30-DAY PERIOD BEGINNING JUNE 8, 2022, THROUGH JULY 8, 2022, PURSUANT TO THE RALPH M. BROWN ACT AND ASSEMBLY BILL NO. 361," was adopted.

**RECESS TO
CLOSED SESSION**

At 6:05 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: Update provided; no action taken

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

Property: Olive Pit (APN 8415-001-906, 908)
Agency Negotiator: Julian A. Miranda, City Manager
Negotiating Parties: United Rock Products Corp.
Under Negotiation: Sublease Price and Terms

ACTION: This item was pulled from the agenda and not discussed

Liability Claims
Pursuant to Government Code Section 54956.95
Claimant: Fred & Becky Barbosa
Agency Claimed Against: City of Irwindale, Irwindale Housing Authority

ACTION: Discussed; direction provided; no reportable action taken

**RECONVENE IN
OPEN SESSION**

At 6:56 p.m., the City Council reconvened in Open Session.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 6:56 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

CC Item 1A4

**JUNE 8, 2022
WEDNESDAY
6:56 P.M.**

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

ROLL CALL:

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

Present: Julian A. Miranda, City Manager; Adrian Guerra, City Attorney; Ty Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering / Building Official; Kambiz Borhani, Director of Finance / City Treasurer; Marilyn Simpson, Community Development Director; Mary Hull, Human Resources Manager, Elizabeth Rodriguez, Public Services Director; Jeff Wagner, Information Technology Manager; Iris Espino, Assistant to the City Manager; and Laura Nieto, Chief Deputy City Clerk

**CHANGES TO THE
AGENDA**

**CITY MANAGER
MIRANDA**

City Manager Miranda advised that Item No. 1D would be pulled from tonight's agenda and will be continued to the next Council meeting.

**COUNCILMEMBER
TRAVEL REPORTS**

**COUNCILMEMBER
ORTIZ**

Councilmember Ortiz reported on his attendance at a recent Foothill Transit Zone Governing Board meeting as well as a Legislative Luncheon with the Irwindale Chamber of Commerce, where he asked about potentially receiving a grant to assist in covering costs for the improvement of traffic signals.

**COUNCILMEMBER
GARCIA**

Councilmember Garcia noted that he also attended the Legislative Luncheon with the Chamber, and that he asked about potentially receiving funds to assist in subsidizing the rents of the Las Casitas senior apartments.

**COUNCILMEMBER
COMMENTS**

MAYOR BURROLA

Mayor Burrola noted that City Manager Miranda joined the meeting through Zoom. He also congratulated all 2022 graduates, and requested to receive an update on the upcoming "Red, White, and You" event scheduled for July 2, to which City Manager Miranda indicated that staff would present the update at the next Council meeting.

**INTRODUCTION OF
NEW EMPLOYEES /
PROMOTIONS**

None.

**PROCLAMATIONS /
PRESENTATIONS /
COMMENDATIONS**

RECOGNITION OF
IRWINDALE POLICE
OFFICER CESAR
NUNEZ AND
IRWINDALE
DISPATCHER AVILA

RECOGNITION OF IRWINDALE POLICE OFFICER CESAR NUNEZ
AND IRWINDALE DISPATCHER AVILA

The recognition was made.

PRESENTATION BY
VALLEY CO. WATER
DISTRICT GENERAL
MANAGER JOSE
MARTINEZ ON
DISTRICT WATER
CONSERVATION
REQUIREMENTS

PRESENTATION BY VALLEY COUNTY WATER DISTRICT
GENERAL MANAGER JOSE MARTINEZ ON DISTRICT WATER
CONSERVATION REQUIREMENTS

The presentation was made.

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Breceda, seconded by Mayor Pro Tem Ambriz, to approve the Consent Calendar, with the exception of Item Nos. 1D, 1E, and 1G, which were 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
INVESTMENT POLICY
REVIEW AND
DELEGATION OF
INVESTMENT
AUTHORITY

INVESTMENT POLICY REVIEW AND DELEGATION OF
INVESTMENT AUTHORITY (Joint Item on City Council, Successor
Agency, Housing Authority, and Reclamation Authority agendas)

RESOLUTIONS
ADOPTED

Joint Resolution Nos. 2022-54-3304, SA 2022-55-3305, HA 2022-12-122, and RA 2022-03-030, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE, SUCCESSOR AGENCY BOARD, HOUSING

AUTHORITY BOARD, AND RECLAMATION AUTHORITY BOARD RATIFYING THE CITY OF IRWINDALE INVESTMENT POLICY, AND DELEGATING AUTHORITY TO THE CITY TREASURER TO INVEST THE SURPLUS FUNDS OF THE CITY OF IRWINDALE, IRWINDALE SUCCESSOR AGENCY, IRWINDALE HOUSING AUTHORITY, AND IRWINDALE RECLAMATION AUTHORITY," was adopted.

ITEM NO. 1F
AWARD OF CONTRACT
TO PROVIDE
PROFESSIONAL
SURVEYING SERVICES
FOR A JURISDICTIONAL
CITY BOUNDARY
SURVEY OF MISSING
CITY BOUNDARY
MARKERS AND BLUE
LINE STRIPING OF
CITY BOUNDARY
MARKERS; P-1037

AWARD OF CONTRACT TO PROVIDE PROFESSIONAL SURVEYING SERVICES FOR A JURISDICTIONAL CITY BOUNDARY SURVEY OF MISSING CITY BOUNDARY MARKERS AND BLUE LINE STRIPING OF CITY BOUNDARY MARKERS; P-1037

1) The item was approved and the City Manager was authorized to execute an agreement, subject to City Attorney approval as to form, with Chris Nelson & Associates, Inc., in the amount of \$39,600.00 for professional services for the preparation of a jurisdictional boundary survey of missing city boundary markers and blue line striping of the city boundary markers; and 2) a 15% contingency in the amount of \$5,940.00 was approved to cover additional services required to address any unforeseen site conditions during installation.

ITEM NO. 1H
APPROVE
APPROPRIATION OF
ASSET FORFEITURE
FUNDS

APPROVE APPROPRIATION OF ASSET FORFEITURE FUNDS

RESOLUTION NO.
2022-60-3310
ADOPTED

Resolution No. 2022-60-3310, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPROPRIATING FEDERAL ASSET FORFEITURE FUNDS FOR USE BY THE POLICE DEPARTMENT," was adopted.

END OF CONSENT CALENDAR

ITEM NO. 1D
RESOLUTION TO
ACCEPT A DONATION
FROM THE IRWINDALE
COMMUNITY
FOUNDATION

RESOLUTION TO ACCEPT A DONATION FROM THE IRWINDALE COMMUNITY FOUNDATION

This matter was continued to the next meeting.

ITEM NO. 1E
REQUEST TO
CONDUCT
FIREWORKS SALES –
IRWINDALE SISTER
CITIES ASSOCIATION

REQUEST TO CONDUCT FIREWORKS SALES – IRWINDALE SISTER CITIES ASSOCIATION AND IRWINDALE LIONS CLUB

AND IRWINDALE
LIONS CLUB

COUNCILMEMBER
GARCIA

Responding to a question by Councilmember Garcia, Chief Deputy City Clerk Nieto indicated that the application for the Sister City organization lists a property owned by the Housing Authority to be used as the site for the organization's fireworks sales. As such, upon approval of the application, staff would have the Housing Authority Executive Director complete the appropriate authorization form for the use of the property.

MOTION

A motion was made by Councilmember Garcia, seconded by Councilmember Breceda, to approve the requests of the following non-profit organizations / corporations / associations that met the criteria established by the Irwindale Municipal Code to conduct fireworks sales, subject to compliance with all City, County, and State regulations: Irwindale Sister City Association and Irwindale Lions Club. The motion was unanimously approved.

ITEM NO. 1G
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

COUNCILMEMBER
ORTIZ

Councilmember Ortiz asked whether COPS funds could be utilized to purchase police vehicles, and in this way avoid having the General Fund bear the cost, to which Chief Henshaw advised that COPS funds, although they could be used to purchase vehicles, have already been selected to help pay for the replacement of outdated radio equipment. He further noted that 911 funding from the Office of Emergency Management would also help pay for the costs; staff continues waiting to receive the 911 funding from the state.

RESOLUTION NO.
2022-59-3309
ADOPTED

Resolution No. 2022-59-3309, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE RECORDING REVENUES, INTEREST, AND AN APPROPRIATION IN THE AMOUNT OF \$161,836.96 FOR FISCAL YEAR 2021-22 OF SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDS FOR THE CITIZEN'S OPTION PUBLIC SAFETY PROGRAM," was adopted on the motion of Councilmember Ortiz, seconded by Councilmember Breceda, and unanimously approved.

NEW BUSINESS

None.

PUBLIC HEARINGS

ITEM NO. 3A

ADOPTION OF FY
2022-2023 BUDGET
AND ESTABLISHING
THE APPROPRIATIONS
LIMIT FOR FY
2022-2023

ADOPTION OF FISCAL YEAR 2022-2023 BUDGET AND
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL
YEAR 2022-2023 (Joint Item on City Council, Housing Authority, and
Reclamation Authority agendas)

DIRECTOR BORHANI

Director Borhani presented the staff report and noted that staff would remove an erroneous paragraph from the report, and made a correction to Operations Budget Requests and the deficit to the General Fund.

DIRECTOR RODRIGUEZ

Director Rodriguez noted that staff would need Council direction in order to move forward with adding another week to Mariachi Fest. She added that staff is also checking with the Zumba Gold instructor to determine if she is available to provide instruction at 6 p.m. She further noted that, should the instructor hold classes at 6 p.m., staff would also need to stay past their regular working hours, which would require a "meet and confer" process with that employee's bargaining unit.

COUNCILMEMBER
ORTIZ

Responding to a question by Councilmember Ortiz, Director Rodriguez indicated that the extra Zumba Gold class would be offered at the Senior Center's dining room or multi-purpose room, and would be a new service that is offered.

MOTION

A motion was made by Councilmember Breceda, seconded by Mayor Pro Tem Ambriz, to approve the Operations Budget Requests to add one additional week to Mariachi Fest and one additional hour of Zumba Gold per week beginning at 6:00 p.m. The motion was unanimously approved.

DIRECTOR BORHANI

Director Borhani advised that, with these approvals, the new total deficit for the city is \$199,600. He added that the second reading to approve the budget ordinance is scheduled for June 22.

CITY ATTORNEY
GUERRA

Replying to a question by City Attorney Guerra, Director Borhani advised that the detail sheets within the budget books would be revised as explained earlier, including a change to a table in Attachment A of the ordinance.

MAYOR BURROLA Mayor Burrola thanked staff for the report and for advising that the deficit has shrunk to nearly \$200,000 from \$3 million.

COUNCILMEMBER ORTIZ Councilmember Ortiz asked about park patrol on the 4th of July, to which Chief Henshaw advised that extra patrol would be made available. He also noted that undercover operations will be patrolling the streets in search of illegal fireworks.

OPEN PUBLIC HEARING At 8:05 p.m., Mayor Burrola opened the public hearing.

CLOSE PUBLIC HEARING There being no speakers, Mayor Burrola closed the public hearing at 8:05 p.m.

ORDINANCE NO. 761 INTRODUCED ON FIRST READING **Ordinance No. 761**, entitled:
"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023," was introduced on first reading, reading by title only and waiving further reading thereof, and,

RESOLUTION NO. 2022-51-3301 ADOPTED **Resolution No. 2022-51-3301**, entitled:
"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-2023," was adopted, 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 city is accepting applications for the 2022 Young Citizen of the Year competition.
- 2) A Community Picnic and local Job Fair will be held on June 16 at the Irwindale Speedway.
- 3) A special Father's Day backdrop will be available east of the Dan Diaz Recreation Center from June 14-June 17.

AGENDA ITEMS REQUESTED BY COUNCILMEMBERS

COUNCILMEMBER ORTIZ Councilmember Ortiz requested that staff look into repainting address numbers throughout the City, and to provide an update at the next meeting regarding the left turn signal at Arrow and Vincent.

MAYOR PRO TEM
AMBRIZ

Mayor Pro Tem Ambriz requested that the following matters be placed on the agenda for the next meeting:

- 1) Updates to guidelines for the Las Casitas Senior Apartments facility, and
- 2) The 10-acre site on Allen Drive.

ADJOURNMENT

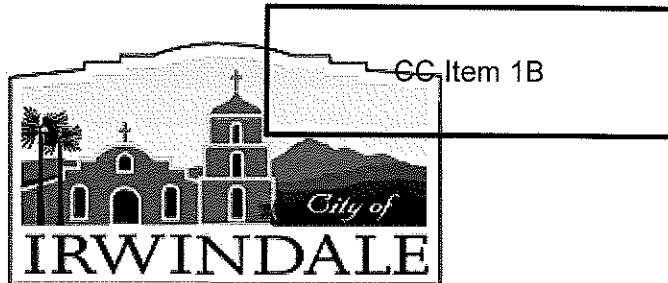
There being no further business to conduct, the meeting was adjourned at 8:08 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

Accounts Payable

Checks by Date - Summary by Check Number

User: imarin
Printed: 6/15/2022 5:11 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
77100	CALIFO56	California State Disbursement Unit	06/02/2022	604.15
77101	CALIFO57	California State Disbursement Unit	06/02/2022	143.07
77102	FRANC06	Franchise Tax Board	06/02/2022	893.33
77103	Ayala01	Leonor Ayala	06/02/2022	354.00
77104	AZUSALW	Azusa Light & Water	06/02/2022	212.39
77105	OROSCO05	Rebecca Bardales	06/02/2022	58.62
77106	BRECED04	Mark A. Breceda	06/02/2022	221.04
77107	CALIFO02	California American Water	06/02/2022	19.15
77108	CHICOJ	John Chico	06/02/2022	300.00
77109	CMRTA01	City of Carson CMRTA	06/02/2022	40.00
77110	FLORE01	Karla Flores	06/02/2022	260.00
77111	GARCIA03	Manuel Garcia	06/02/2022	151.04
77112	SOUTHE17	Golden State Water Company	06/02/2022	1,797.16
77113	LOGAN01	Barbara Logan	06/02/2022	75.00
77114	PADILLAM	Melissa Marez	06/02/2022	175.15
77115	MORA01	Maria Morago	06/02/2022	75.00
77116	OLIVAR01	Theresa Olivares	06/02/2022	55.24
77117	OROSCON	Natalie Orosco	06/02/2022	150.00
77118	PAIK01	Sumako Paik	06/02/2022	240.00
77119	PONCE04	Delicia Ponce	06/02/2022	54.73
77120	RANCHO01	Rancho Duarte Florist	06/02/2022	239.24
77121	SCE02	Southern California Edison	06/02/2022	916.64
77122	SUBOH01	Subodh Thatte (Sam Thatte)	06/02/2022	8,750.00
77123	VALLEY01	Valley County Water District	06/02/2022	7,961.91
77124	WAGONER	Pamela Wagoner	06/02/2022	400.00
77125	AMBR01	Ann Ambriz	06/09/2022	300.00
77126	ATHENS	Athens Services	06/09/2022	3,160.00
77127	CELAYA01	Corina Celaya	06/09/2022	10.00
77128	CONCE01	Concentra	06/09/2022	125.00
77129	FLORE01	Karla Flores	06/09/2022	325.00
77130	FRONT01	Frontier Communications	06/09/2022	46.51
77131	GALVAN02	Claudia Galvan	06/09/2022	400.00
77132	HOYEN	Noelle Hoyer	06/09/2022	480.00
77133	LAWEO1	Law Enforcement Medical Services, Inc.	06/09/2022	75.00
77134	LEDEZMA	Erica Ledezma	06/09/2022	1,530.00
77135	LEE03	Dora Lee	06/09/2022	7.50
77136	LOPE11	Angelina Lopez	06/09/2022	75.00
77137	LOPE12	Maricela Lopez	06/09/2022	75.00
77138	PADILLAM	Melissa Marez	06/09/2022	99.85
77139	OPTUM01	OptumRx, Inc.	06/09/2022	30,865.99
77140	PITNEY06	Pitney Bowes, Inc	06/09/2022	238.14
77141	PSYCHO01	Psychological Consulting Associates, Inc	06/09/2022	400.00
77142	RIOHON01	Rio Hondo College	06/09/2022	75.00
77143	SMART&	Smart & Final	06/09/2022	511.50
77144	STGEO01	St. George's Medical Clinic	06/09/2022	745.00
77145	VISION01	Vision Service Plan - (CA)	06/09/2022	1,613.48
77146	AZUSALW	Azusa Light & Water	06/13/2022	93.96

Check No	Vendor No	Vendor Name	Check Date	Check Amount
77147	CALIFO02	California American Water	06/13/2022	858.87
77148	GASCOM	Gas Company, The	06/13/2022	2,697.83
77149	SOUTHE17	Golden State Water Company	06/13/2022	1,430.11
77150	PETTYC05	City of Irwindale Petty Cash	06/13/2022	435.22
77151	SCE02	Southern California Edison	06/13/2022	40,938.21
77152	VALLEY01	Valley County Water District	06/13/2022	230.34
77153	VALLEY09	Valley View Mutual Water Co.	06/13/2022	76.16
77154	ADVANT	Advantage Ford	06/22/2022	83.65
77155	ALLCI01	All City Management Services, Inc	06/22/2022	825.30
77156	ALLISO01	Allison Mechanical, Inc	06/22/2022	3,573.06
77157	ARAM01	Aramark Uniform & Career Apparel Group	06/22/2022	905.33
77158	B&BTIR	B & B Tires Service	06/22/2022	115.00
77159	BAKER01	Baker & Taylor Books	06/22/2022	807.36
77160	CALBLE	Cal Blend Soils, Inc.	06/22/2022	433.28
77161	CALIFO43	California Certified Interpreters	06/22/2022	875.00
77162	CALIFO25	California Library Association	06/22/2022	250.00
77163	CARQUEST	Carquest	06/22/2022	107.66
77164	CINTAS	Cintas Corporation #693	06/22/2022	271.32
77165	BALDWI02	City of Baldwin Park	06/22/2022	41,424.70
77166	DEPTOF02	County of LA Dept of Animal Care & Cont	06/22/2022	5,375.58
77167	CROWN05	Crown Fence Co.	06/22/2022	8,023.00
77168	CWA01	CWA AIA, Inc	06/22/2022	9,196.25
77169	DAVIDE	David Evans & Associates Inc	06/22/2022	3,596.00
77170	DELONG	DeLong Unlimited	06/22/2022	346.19
77171	BALLOO	Carol Diess	06/22/2022	15.00
77172	BATE01	Elior Inc.	06/22/2022	1,593.90
77173	FCG01	FCG Consultants Inc.	06/22/2022	374.10
77174	FEDEX	FedEx	06/22/2022	80.33
77175	FILLG01	Fill Good Landscaping	06/22/2022	375.00
77176	HASA01	Hasa Inc.	06/22/2022	1,044.58
77177	HDL01	Hdl Software, LLC	06/22/2022	66.52
77178	IRWIND03	Irwindale Tire Shop	06/22/2022	25.00
77179	ITERIS	Iteris, Inc.	06/22/2022	14,350.00
77180	KATZ01	Jeff Katz Architecture	06/22/2022	4,356.00
77181	COORYE	Samir M. Khoury	06/22/2022	19,506.00
77182	KJSERV01	KJ Services Enviromental Consulting LLC	06/22/2022	1,004.28
77183	LANDSC	Landscape Warehouse III Inc.	06/22/2022	249.91
77184	LEWISE	Lewis Engraving, Inc.	06/22/2022	36.39
77185	LEXISN	LexisNexis Risk Solutions	06/22/2022	151.50
77186	MIDAS	Manuel C Muratalla	06/22/2022	871.34
77187	MARIPO	Mariposa Landscapes, Inc.	06/22/2022	8,796.00
77188	NATION25	National Auto Fleet Group	06/22/2022	25,951.68
77189	OFFICE03	Office Depot	06/22/2022	965.75
77190	PROPRINT	Pro Printing, Inc.	06/22/2022	933.34
77191	PACIFI13	Rene David LTD	06/22/2022	403.90
77192	SANGAB13	San Gabriel Valley Council	06/22/2022	6,610.01
77193	SIERRA01	Sierra Chevrolet	06/22/2022	185.91
77194	LEES01	Chad A. Streelman	06/22/2022	142.35
77195	TRANSP02	Transportation & Energy Solutions, Inc.	06/22/2022	11,587.15
77196	UNITED15	United Refrigeration Inc	06/22/2022	5.07
77197	VESTA01	Vesta Housing Solutions LLC	06/22/2022	10,032.75
77198	WALT01	Walters Wholesale Electric Co.	06/22/2022	679.77
77199	WSPAVE01	WS Pave, Inc	06/22/2022	13,700.00

Report Total (100 checks):

312,367.74

Electronic Payments

June 2022

June 1 - 15, 2022



Number	Vendor Name	Date	Amount
ACH	CalPERS-Medical	6/1/2022	245,467.17
ACH	CalPERS	6/3/2022	71.50
ACH	CalPERS	6/8/2022	86,558.06
ACH	EDD	6/2/2022	1.50
ACH	Federal Tax	6/2/2022	3.96
ACH	EDD	6/8/2022	27,184.68
ACH	Federal Tax	6/8/2022	70,102.78
ACH	Nationwide-457 Plan & Trust	6/2/2022	12,945.83
ACH	Nationwide-Roth Cotribution-457 Plan & Trust	6/2/2022	3,482.00
ACH	PARS-Public Agency Retirement Services	6/15/2022	16,290.00
ACH	ICMA	6/2/2022	10.39
ACH	PARS-FT	6/2/2022	26,234.84
ACH	PARS-PT	6/2/2022	1,645.65
Report Total:			489,998.36

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

City of
IRWINDALE
AGENDA REPORT

CC Item 1C

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Cancellation of November 23, 2022 and December 28, 2022 City Council Meetings

City Manager's Recommendation:

Adopt Resolution No. 2022-64-3314 entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, CANCELLING THE NOVEMBER 23, 2022 AND DECEMBER 28, 2022 REGULAR CITY COUNCIL MEETINGS."

Administrative Action:

Prepared / Submitted by:

Laura Nieto, Chief Deputy City Clerk



Reviewed by:

Adrian R. Guerra, City Attorney

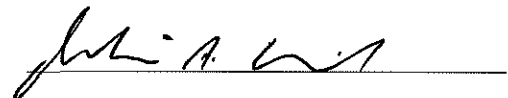
Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer



Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

Because the regularly scheduled second meetings in November and December fall during the holiday season (and City Hall may be closed to the public during the period December 26, 2022 through January 9, 2023), it would be appropriate for Council to consider canceling the meetings of November 23, 2022 and December 28, 2022, as has been done in past years.

Fiscal Impact:

None

Attachment:

Proposed Resolution No. 2022-64-3314

RESOLUTION NO. 2022-64-3314

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE, CALIFORNIA, CANCELLING THE NOVEMBER 23,
2022 AND DECEMBER 28, 2022 REGULAR CITY COUNCIL
MEETINGS**

WHEREAS, the Regular City Council Meetings are held on the second and fourth Wednesday of every month, beginning at 6:30 p.m.; and

WHEREAS, November 23, 2022 and December 28, 2022 are the second scheduled City Council meetings during the last two (2) months of the year; and

WHEREAS, considering the upcoming 2022 holiday season, the City Council finds that it would be prudent to cancel these meetings.

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

SECTION 1. The City Council finds that the above recitations are true and correct and, accordingly, are incorporated herein as findings and a material part of this Resolution.

SECTION 2. The City Council of the City of Irwindale hereby cancels the regular City Council meetings scheduled for November 23, 2022, and December 28, 2022.

SECTION 3. The Chief City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Irwindale at a regular meeting held on the 22nd day of June 2022.

Larry G. Burrola, Mayor

ATTEST:

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

I Laura Nieto, Chief Deputy Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2022-64-3314 was duly adopted by the City Council of the City of Irwindale at a regular meeting thereof held on the 22nd day of June 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: 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 1D

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Consideration of Resolution Amending the Compensation Plan

City Manager's Recommendation:

- 1) Adopt Resolution No. 2022-61-3311 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."

Administrative Action:

Submitted by:

Julian A. Miranda, City Manager

Prepared by:

Mary Hull, Human Resources / Risk Manager

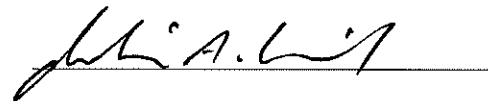
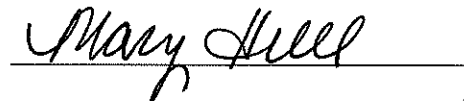
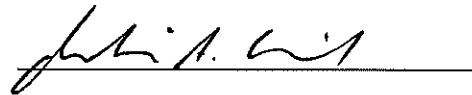
Reviewed by:

Adrian R. Guerra, City Attorney

Kambiz Borhani, Finance Director / City Treasurer

Approved by:

Julian A. Miranda, City Manager



Background and Analysis

Article VIII, Section 803 of the City Charter authorizes the City Council to establish, by Resolution, a classification plan, salaries, and other forms of compensation for all City employees. The City's Compensation Resolution has been updated periodically as a result of personnel adjustments and/or compensation adjustments. It was most recently updated on April 13, 2022, through the City Council's adoption of Resolution No. 2022-29-3279.

Proposed Resolution No. 2022-61-3311 sets forth the authorized number of employees along with titles and compensation levels for unclassified management positions, unaffiliated and/or unrepresented unclassified at-will positions, and full-time represented positions in accordance with the approved Tentative Agreements for Successor Memoranda of Understanding by and between the City of Irwindale and the Irwindale City Employees Association (ICEA), the Irwindale Management Employees' Association (IMEA), and the Irwindale Police Officers' Association (IPOA) as previously adopted by the City Council. The salary range schedule incorporated in proposed Resolution No. 2022-61-3311 provides a 3% cost of living adjustment (COLA) for all full-time and part-time employee positions, effective July 10, 2022.

This Resolution meets the requirements for a publicly available pay schedule as required by CalPERS. (2 C.C.R. §570.5.)

Fiscal Impact:

The compensations reflected in this Resolution are included in the FY 2022-23 budget.

Attachment: Resolution No. 2022-61-3311

RESOLUTION NO. 2022-61-3311

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE
ESTABLISHING THE NUMBER OF POSITIONS, SCHEDULE OF CLASSES,
AND COMPENSATION FOR CITY EMPLOYEES**

WHEREAS, Article VIII, Section 803 of the City Charter requires the City Council to establish by resolution salaries and other forms of compensation for all City employees; and

WHEREAS, Section 2.12.010 of the Irwindale Municipal Code requires that the offices and positions in the City employment be fixed and established by resolution of the City Council; and

WHEREAS, Section 2.12.020 of the Irwindale Municipal Code requires that the salaries and compensation of officers and employees of the City be fixed and determined by resolution of the City Council; and

WHEREAS, Section 2.25 of the City's Personnel Rules states that the Personnel Officer shall prepare an annual salary resolution that establishes the minimum through maximum salary rates of pay for employee classifications, which shall be adopted by the City Council; and

WHEREAS, the City Council adopted Resolution No. 2022-29-3279 on April 13, 2022, which established the number of positions, schedule of classes, compensation, and benefits for City employees; and

WHEREAS, based on the Tentative Agreements for successor MOU between the City and the ICEA, IMEA, and IPOA, the City desires to update the salary resolution to reflect changes in compensation, and

WHEREAS, the salary range schedule incorporated in this resolution provides a 3% cost of living adjustment (COLA) for all full-time and part-time employee positions, effective July 10, 2022; and

WHEREAS, the City Council desires to adopt this resolution to accurately reflect the current compensation ranges, position titles, and number of positions for all City classifications; and

WHEREAS, this resolution is also intended to serve as the City's California Public Employees Retirement System ("CalPERS") publicly available pay schedule as required by California Code of Regulations, Title 2, Section 570.5.

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

SECTION 1. Applicability to other Governing Documents.

This Resolution shall supersede and replace Resolution No. 2022-29-3279. This Resolution shall also take the place of all existing resolutions or orders of the City Council as they relate to the subject matter contained herein. However, in no event shall this Resolution rescind, supersede, alter or in any way have an effect on Resolution No. 2021-116-3238, that was adopted December 8, 2021, relating to the compensation and benefits of unclassified, unrepresented management employees, or on any approved or adopted memoranda of understanding in accordance with Section 2 of this Resolution.

In the event that any provision of this Resolution is in conflict with the City's Personnel Rules or other policies, this Resolution shall supersede and govern the City's policies and practices with regard to unrepresented and/or unaffiliated employees.

SECTION 2. Classified Employees Organized In Bargaining Units Represented By Recognized Employee Organizations.

The Tentative Agreement or Memoranda of Understanding for IMEA, ICEA, and IPOA govern the employment relationship between the City and the employees represented by their respective Recognized Employee Organizations. In the event that this Resolution conflicts with the benefits granted or the restrictions imposed pursuant to any Tentative Agreement or Memoranda of Understanding negotiated with these Recognized Employee Organizations, the applicable Tentative Agreement or Memoranda of Understanding shall govern as to that particular employee bargaining unit.

SECTION 3. Salary and Wage Schedules.

The City Council hereby approves the number of positions, list of class titles, and compensation for all City job classifications reflected in Exhibit A, effective July 10, 2022.

If any employee is receiving compensation above the highest step of the salary range stated in this resolution for his/her position, the employee's present rate shall be continued as an approved additional step rate for the class ("Y-rated"), until the highest step is greater than the Y-rate. Except as provided herein or an applicable MOU, no non Y-rated employee may be adjusted to a Y-rate upon reclassification or promotional appointment, and the Y-rate shall no longer be in effect after the termination of the employment in that class of the incumbent(s) on whose behalf the Y-rate is authorized. Nothing in this resolution shall prohibit any Y-rated employee from receiving a cost of living adjustment that other employees within the employee's applicable bargaining group may receive pursuant to an applicable Tentative Agreement or MOU.

SECTION 4. Certification.

The Chief Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 22nd day of June 2022.

Larry G. Burrola, Mayor

ATTEST:

Laura Nieto, MMC
Chief Deputy City Clerk

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

I, Laura Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2022-61-3311 was duly and regularly passed and adopted by the City Council of the City of Irwindale at its regular meeting held on the 22nd day of June 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk

EXHIBIT A
CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title		Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
Legislative	Councilmember		5	Bi-Weekly	Elected	346.23	346.23	346.23	346.23	346.23
				Monthly		750.16	750.16	750.16	750.16	750.16
				Annual		9,001.92	9,001.92	9,001.92	9,001.92	9,001.92
CM	City Manager		1	Hourly	88	97,3548	102,2226	107,3337	112,7005	118,3356
				Bi-Weekly		7,788.38	8,177.81	8,586.69	9,016.04	9,466.85
				Monthly		16,875	17,719	18,605	19,535	20,512
				Annual		202,498	212,623	223,254	234,417	246,138
Director	Assistant City Manager		1	Hourly	81	81,9014	85,9966	90,2966	94,8115	99,5519
				Bi-Weekly		6,552.12	6,879.73	7,223.73	7,584.92	7,964.15
				Monthly		14,196	14,906	15,651	16,434	17,256
				Annual		170,355	178,873	187,817	197,208	207,068
Director	Chief of Police		1	Hourly	85	92,2135	96,8240	101,6654	106,7486	112,0861
				Bi-Weekly		7,377.08	7,745.92	8,133.23	8,539.88	8,966.88
				Monthly		15,984	16,783	17,622	18,503	19,428
				Annual		191,804	201,394	211,464	222,037	233,139
Director	Community Development Director		1	Hourly	78	76,0534	79,8563	83,8490	88,0413	92,4433
				Bi-Weekly		6,084.27	6,388.50	6,707.92	7,043.31	7,395.46
				Monthly		13,183	13,842	14,534	15,261	16,024
				Annual		158,191	166,101	174,406	183,126	192,282
Director	Director of Engineering/Building Official		1	Hourly	80	79,9038	83,8990	88,0942	92,4990	97,1240
				Bi-Weekly		6,392.31	6,711.92	7,047.54	7,399.92	7,769.92
				Monthly		13,850	14,543	15,270	16,033	16,835
				Annual		166,200	174,510	183,236	192,398	202,018
Director	Finance Director/City Treasurer		1	Hourly	79	77,9548	81,8524	85,9452	90,2423	94,7543
				Bi-Weekly		6,236.38	6,548.19	6,875.62	7,219.38	7,580.35
				Monthly		13,512	14,188	14,897	15,642	16,424
				Annual		162,146	170,253	178,766	187,704	197,089
Director	Public Services Director		1	Hourly	74	68,9010	72,3462	75,9635	79,7615	83,7495
				Bi-Weekly		5,512.08	5,787.69	6,077.08	6,380.92	6,699.96
				Monthly		11,943	12,540	13,167	13,825	14,517
				Annual		143,314	150,480	158,004	165,904	174,199

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Accountant	1	Hourly	45	33.6692	35.3529	37.1207	38.9769	40.9260
			Bi-Weekly		2,693.54	2,828.23	2,969.65	3,118.15	3,274.08
			Monthly		5,836	6,128	6,434	6,756	7,094
			Annual		70,032	73,534	77,211	81,072	85,126
ICEA	Administrative Secretary	1	Hourly	37	27.6337	29.0154	30.4663	31.9899	33.5894
			Bi-Weekly		2,210.69	2,321.23	2,437.31	2,559.19	2,687.15
			Monthly		4,790	5,029	5,281	5,545	5,822
			Annual		57,478	60,352	63,370	66,539	69,866
ICEA	Assistant Planner	0	Hourly	45	33.6692	35.3529	37.1207	38.9769	40.9260
			Bi-Weekly		2,693.54	2,828.23	2,969.65	3,118.15	3,274.08
			Monthly		5,836	6,128	6,434	6,756	7,094
			Annual		70,032	73,534	77,211	81,072	85,126
ICEA	Building Permit Technician	0	Hourly	37	27.6337	29.0154	30.4663	31.9899	33.5894
			Bi-Weekly		2,210.69	2,321.23	2,437.31	2,559.19	2,687.15
			Monthly		4,790	5,029	5,281	5,545	5,822
			Annual		57,478	60,352	63,370	66,539	69,866
ICEA	Bus Driver	1	Hourly	33	25.0351	26.2870	27.6014	28.9817	30.4308
			Bi-Weekly		2,002.81	2,102.96	2,208.12	2,318.54	2,434.46
			Monthly		4,339	4,556	4,784	5,024	5,275
			Annual		52,073	54,677	57,411	60,282	63,296
ICEA	Code Enforcement Officer	1	Hourly	39	29.0327	30.4841	32.0082	33.6087	35.2889
			Bi-Weekly		2,322.62	2,438.73	2,560.65	2,688.69	2,823.12
			Monthly		5,032	5,284	5,548	5,826	6,117
			Annual		60,388	63,407	66,577	69,906	73,401
ICEA	Deputy City Clerk	0	Hourly	41	30.5024	32.0274	33.6288	35.3101	37.0755
			Bi-Weekly		2,440.19	2,562.19	2,690.31	2,824.81	2,966.04
			Monthly		5,287	5,551	5,829	6,120	6,426
			Annual		63,445	66,617	69,948	73,445	77,117
ICEA	Engineering Technician	3	Hourly	40	29.7587	31.2466	32.8091	34.4495	36.1721
			Bi-Weekly		2,380.69	2,499.73	2,624.73	2,755.96	2,893.77
			Monthly		5,158	5,416	5,687	5,971	6,270
			Annual		61,898	64,993	68,243	71,655	75,238
ICEA	Finance Analyst	1	Hourly	45	33.6692	35.3529	37.1207	38.9769	40.9260
			Bi-Weekly		2,693.54	2,828.23	2,969.65	3,118.15	3,274.08
			Monthly		5,836	6,128	6,434	6,756	7,094
			Annual		70,032	73,534	77,211	81,072	85,126
ICEA	Finance Technician	1	Hourly	36	26.9596	28.3077	29.7231	31.2091	32.7697
			Bi-Weekly		2,156.77	2,264.62	2,377.85	2,496.73	2,621.58
			Monthly		4,673	4,907	5,152	5,410	5,680
			Annual		56,076	58,880	61,824	64,915	68,161

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Human Resources Specialist	0	Hourly	38	28.3245	29.7409	31.2279	32.7894	34.4288
			Bi-Weekly		2,265.96	2,379.27	2,498.23	2,623.15	2,754.31
			Monthly		4,910	5,155	5,413	5,684	5,968
			Annual		58,915	61,861	64,954	68,202	71,612
ICEA	Janitor	1	Hourly	20	18.1606	19.0688	20.0221	21.0231	22.0740
			Bi-Weekly		1,452.85	1,525.50	1,601.77	1,681.85	1,765.92
			Monthly		3,148	3,305	3,471	3,644	3,826
			Annual		37,774	39,663	41,646	43,728	45,914
ICEA	Library Technician	1	Hourly	29	22.6803	23.8144	25.0053	26.2558	27.5688
			Bi-Weekly		1,814.42	1,905.15	2,000.42	2,100.46	2,205.50
			Monthly		3,931	4,128	4,334	4,551	4,779
			Annual		47,175	49,534	52,011	54,612	57,343
ICEA	Maintenance Aide	4	Hourly	25	20.5471	21.5745	22.6534	23.7861	24.9755
			Bi-Weekly		1,643.77	1,725.96	1,812.27	1,902.88	1,998.04
			Monthly		3,562	3,740	3,927	4,123	4,329
			Annual		42,738	44,875	47,119	49,475	51,949
ICEA	Maintenance Lead Worker	1	Hourly	43	32.0466	33.6490	35.3317	37.0986	38.9534
			Bi-Weekly		2,563.73	2,691.92	2,826.54	2,967.88	3,116.27
			Monthly		5,555	5,833	6,124	6,430	6,752
			Annual		66,657	69,990	73,490	77,165	81,023
ICEA	Maintenance Worker I	0	Hourly	31	23.8284	25.0197	26.2707	27.5841	28.9635
			Bi-Weekly		1,906.27	2,001.58	2,101.65	2,206.73	2,317.08
			Monthly		4,130	4,337	4,554	4,781	5,020
			Annual		49,563	52,041	54,643	57,375	60,244
ICEA	Maintenance Worker II	6	Hourly	40	29.7587	31.2466	32.8091	34.4495	36.1721
			Bi-Weekly		2,380.69	2,499.73	2,624.73	2,755.96	2,893.77
			Monthly		5,158	5,416	5,687	5,971	6,270
			Annual		61,898	64,993	68,243	71,655	75,238
ICEA	Office Specialist	3	Hourly	29	22.6803	23.8144	25.0053	26.2558	27.5688
			Bi-Weekly		1,814.42	1,905.15	2,000.42	2,100.46	2,205.50
			Monthly		3,931	4,128	4,334	4,551	4,779
			Annual		47,175	49,534	52,011	54,612	57,343
ICEA	Planning Technician	1	Hourly	36	26.9596	28.3077	29.7231	31.2091	32.7697
			Bi-Weekly		2,156.77	2,264.62	2,377.85	2,496.73	2,621.58
			Monthly		4,673	4,907	5,152	5,410	5,680
			Annual		56,076	58,880	61,824	64,915	68,161
ICEA	Police Records Clerk	0	Hourly	28	22.1274	23.2337	24.3952	25.6149	26.8957
			Bi-Weekly		1,770.19	1,858.69	1,951.62	2,049.19	2,151.65
			Monthly		3,835	4,027	4,229	4,440	4,662
			Annual		46,025	48,326	50,742	53,279	55,943

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Police Records Clerk/ Dispatcher	1	Hourly	32	24.4240	25.6452	26.9274	28.2736	29.6870
			Bi-Weekly		1,953.92	2,051.62	2,154.19	2,261.88	2,374.96
			Monthly		4,234	4,445	4,667	4,901	5,146
			Annual		50,802	53,342	56,009	58,809	61,749
ICEA	Police Services Specialist	1	Hourly	41	30.5024	32.0274	33.6288	35.3101	37.0755
			Bi-Weekly		2,440.19	2,562.19	2,690.31	2,824.81	2,966.04
			Monthly		5,287	5,551	5,829	6,120	6,426
			Annual		63,445	66,617	69,948	73,445	77,117
ICEA	Recreation Assistant	0	Hourly	29	22.6803	23.8144	25.0053	26.2558	27.5688
			Bi-Weekly		1,814.42	1,905.15	2,000.42	2,100.46	2,205.50
			Monthly		3,931	4,128	4,334	4,551	4,779
			Annual		47,175	49,534	52,011	54,612	57,343
ICEA	Senior Bus Driver	1	Hourly	37	27.6337	29.0154	30.4663	31.9899	33.5894
			Bi-Weekly		2,210.69	2,321.23	2,437.31	2,559.19	2,687.15
			Monthly		4,790	5,029	5,281	5,545	5,822
			Annual		57,478	60,352	63,370	66,539	69,866
ICEA	Senior Center Assistant	1	Hourly	29	22.6803	23.8144	25.0053	26.2558	27.5688
			Bi-Weekly		1,814.42	1,905.15	2,000.42	2,100.46	2,205.50
			Monthly		3,931	4,128	4,334	4,551	4,779
			Annual		47,175	49,534	52,011	54,612	57,343
ICEA	Senior Center Leader/Bus Driver	1	Hourly	33	25.0351	26.2870	27.6014	28.9817	30.4308
			Bi-Weekly		2,002.81	2,102.96	2,208.12	2,318.54	2,434.46
			Monthly		4,339	4,556	4,784	5,024	5,275
			Annual		52,073	54,677	57,411	60,282	63,296
ICEA	Senior Center Specialist	1	Hourly	37	27.6337	29.0154	30.4663	31.9899	33.5894
			Bi-Weekly		2,210.69	2,321.23	2,437.31	2,559.19	2,687.15
			Monthly		4,790	5,029	5,281	5,545	5,822
			Annual		57,478	60,352	63,370	66,539	69,866
ICEA	Senior Code Enforcement Officer	1	Hourly	45	33.6692	35.3529	37.1207	38.9769	40.9260
			Bi-Weekly		2,693.54	2,828.23	2,969.65	3,118.15	3,274.08
			Monthly		5,836	6,128	6,434	6,756	7,094
			Annual		70,032	73,534	77,211	81,072	85,126
ICEA	Senior Recreation Leader	3	Hourly	19	17.7178	18.6038	19.5341	20.5111	21.5365
			Bi-Weekly		1,417.42	1,488.31	1,562.73	1,640.88	1,722.92
			Monthly		3,071	3,225	3,386	3,555	3,733
			Annual		36,853	38,696	40,631	42,663	44,796

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Aquatics Supervisor	1	Hourly	47	35.3736	37.1423	38.9995	40.9495	42.9971
			Bi-Weekly		2,829.88	2,971.38	3,119.96	3,275.96	3,439.77
			Monthly		6,131	6,438	6,760	7,098	7,453
			Annual		73,577	77,256	81,119	85,175	89,434
IMEA	Assistant City Engineer	1	Hourly	64	53.8250	56.5163	59.3423	62.3096	65.4250
			Bi-Weekly		4,306.00	4,521.31	4,747.38	4,984.77	5,234.00
			Monthly		9,330	9,796	10,286	10,800	11,340
			Annual		111,956	117,554	123,432	129,604	136,084
IMEA	Assistant Engineer	1	Hourly	52	40.0221	42.0231	44.1240	46.3303	48.6466
			Bi-Weekly		3,201.77	3,361.85	3,529.92	3,706.42	3,891.73
			Monthly		6,937	7,284	7,648	8,031	8,432
			Annual		83,246	87,408	91,778	96,367	101,185
IMEA	Assistant to the City Manager	1	Hourly	63	52.5125	55.1380	57.8947	60.7894	63.8288
			Bi-Weekly		4,201.00	4,411.04	4,631.58	4,863.15	5,106.31
			Monthly		9,102	9,557	10,035	10,537	11,064
			Annual		109,226	114,687	120,421	126,442	132,764
IMEA	Associate Engineer	0	Hourly	56	44.1769	46.3856	48.7048	51.1399	53.6971
			Bi-Weekly		3,534.15	3,710.85	3,896.38	4,091.19	4,295.77
			Monthly		7,657	8,040	8,442	8,864	9,308
			Annual		91,888	96,482	101,306	106,371	111,690
IMEA	Associate Planner	1	Hourly	49	37.1644	39.0226	40.9736	43.0221	45.1731
			Bi-Weekly		2,973.15	3,121.81	3,277.88	3,441.77	3,613.85
			Monthly		6,442	6,764	7,102	7,457	7,830
			Annual		77,302	81,167	85,225	89,486	93,960
IMEA	Benefits Administrator	1	Hourly	58	46.4135	48.7341	51.1707	53.7293	56.4159
			Bi-Weekly		3,713.08	3,898.73	4,093.65	4,298.35	4,513.27
			Monthly		8,045	8,447	8,870	9,313	9,779
			Annual		96,540	101,367	106,435	111,757	117,345
IMEA	Chief Deputy City Clerk	1	Hourly	58	46.4135	48.7341	51.1707	53.7293	56.4159
			Bi-Weekly		3,713.08	3,898.73	4,093.65	4,298.35	4,513.27
			Monthly		8,045	8,447	8,870	9,313	9,779
			Annual		96,540	101,367	106,435	111,757	117,345
IMEA	City Librarian	1	Hourly	62	51.2317	53.7933	56.4832	59.3072	62.2726
			Bi-Weekly		4,098.54	4,303.46	4,518.65	4,744.58	4,981.81
			Monthly		8,880	9,324	9,790	10,280	10,794
			Annual		106,562	111,890	117,485	123,359	129,527
IMEA	Community Development Manager/City Planner	0	Hourly	62	51.2317	53.7933	56.4832	59.3072	62.2726
			Bi-Weekly		4,098.54	4,303.46	4,518.65	4,744.58	4,981.81
			Monthly		8,880	9,324	9,790	10,280	10,794
			Annual		106,562	111,890	117,485	123,359	129,527

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Construction Compliance Manager	1	Hourly	62	51,231.7	53,793.3	56,483.2	59,307.2	62,272.6
			Bi-Weekly		4,098.54	4,303.46	4,518.65	4,744.58	4,981.81
			Monthly		8,880	9,324	9,790	10,280	10,794
			Annual		106,562	111,890	117,485	123,359	129,527
IMEA	Economic Development Coordinator	0	Hourly	53	41,022.6	43,073.6	45,227.4	47,488.9	49,863.5
			Bi-Weekly		3,281.81	3,445.88	3,618.19	3,799.12	3,989.08
			Monthly		7,111	7,466	7,839	8,231	8,643
			Annual		85,327	89,593	94,073	98,777	103,716
IMEA	Executive Assistant	1	Hourly	43	32,046.6	33,649.0	35,331.7	37,098.6	38,953.4
			Bi-Weekly		2,563.73	2,691.92	2,826.54	2,967.88	3,116.27
			Monthly		5,555	5,833	6,124	6,430	6,752
			Annual		66,657	69,990	73,490	77,165	81,023
IMEA	Finance Manager	1	Hourly	68	59,413.0	62,383.7	65,502.9	68,777.9	72,216.8
			Bi-Weekly		4,753.04	4,990.69	5,240.23	5,502.23	5,777.35
			Monthly		10,298	10,813	11,354	11,922	12,518
			Annual		123,579	129,758	136,246	143,058	150,211
IMEA	Housing Coordinator	1	Hourly	53	41,022.6	43,073.6	45,227.4	47,488.9	49,863.5
			Bi-Weekly		3,281.81	3,445.88	3,618.19	3,799.12	3,989.08
			Monthly		7,111	7,466	7,839	8,231	8,643
			Annual		85,327	89,593	94,073	98,777	103,716
IMEA	Human Resources/Risk Manager	1	Hourly	67	57,963.9	60,862.0	63,905.3	67,100.5	70,455.3
			Bi-Weekly		4,637.12	4,868.96	5,112.42	5,368.04	5,636.42
			Monthly		10,047	10,549	11,077	11,631	12,212
			Annual		120,565	126,593	132,923	139,569	146,547
IMEA	Information Technology Manager	1	Hourly	63	52,512.5	55,138.0	57,894.7	60,789.4	63,828.8
			Bi-Weekly		4,201.00	4,411.04	4,631.58	4,863.15	5,106.31
			Monthly		9,102	9,557	10,035	10,537	11,064
			Annual		109,226	114,687	120,421	126,442	132,764
IMEA	Management Analyst	2	Hourly	47	35,373.6	37,142.3	38,999.5	40,949.5	42,997.1
			Bi-Weekly		2,829.88	2,971.38	3,119.96	3,275.96	3,439.77
			Monthly		6,131	6,438	6,760	7,098	7,453
			Annual		73,577	77,256	81,119	85,175	89,434
IMEA	Police Captain	1	Hourly	77	75,684.1	79,468.3	83,441.8	87,613.9	91,994.7
			Bi-Weekly		6,054.73	6,357.46	6,675.35	7,009.12	7,359.58
			Monthly		13,119	13,775	14,463	15,186	15,946
			Annual		157,423	165,294	173,559	182,237	191,349
IMEA	Police Lieutenant	1	Hourly	71	65,262.0	68,525.0	71,951.4	75,549.0	79,326.4
			Bi-Weekly		5,220.96	5,482.00	5,756.12	6,043.92	6,346.12
			Monthly		11,312	11,878	12,472	13,095	13,750
			Annual		135,745	142,532	149,659	157,142	164,999

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Project Manager - Construction Compliance	1	Hourly Bi-Weekly Monthly Annual	48	36,2582 2,900.65 6,285 75,417	38,0712 3,045.69 6,599 79,188	39,9745 3,197.96 6,929 83,147	41,9731 3,357.85 7,275 87,304	44,0716 3,525.73 7,639 91,669
IMEA	Project Manager - Mining	0	Hourly Bi-Weekly Monthly Annual	62	51,2317 4,098.54 8,880 106,562	53,7933 4,303.46 9,324 111,890	56,4832 4,518.65 9,790 117,485	59,3072 4,744.58 10,280 123,359	62,2726 4,981.81 10,794 129,527
IMEA	Public Works Maintenance Supervisor	1	Hourly Bi-Weekly Monthly Annual	48	36,2582 2,900.65 6,285 75,417	38,0712 3,045.69 6,599 79,188	39,9745 3,197.96 6,929 83,147	41,9731 3,357.85 7,275 87,304	44,0716 3,525.73 7,639 91,669
IMEA	Public Works Services Manager	0	Hourly Bi-Weekly Monthly Annual	62	51,2317 4,098.54 8,880 106,562	53,7933 4,303.46 9,324 111,890	56,4832 4,518.65 9,790 117,485	59,3072 4,744.58 10,280 123,359	62,2726 4,981.81 10,794 129,527
IMEA	Recreation Manager	1	Hourly Bi-Weekly Monthly Annual	62	51,2317 4,098.54 8,880 106,562	53,7933 4,303.46 9,324 111,890	56,4832 4,518.65 9,790 117,485	59,3072 4,744.58 10,280 123,359	62,2726 4,981.81 10,794 129,527
IMEA	Recreation Supervisor	2	Hourly Bi-Weekly Monthly Annual	47	35,3736 2,829.88 6,131 73,577	37,1423 2,971.38 6,438 77,256	38,9995 3,119.96 6,760 81,119	40,9495 3,275.96 7,098 85,175	42,9971 3,439.77 7,453 89,434
IMEA	Senior Center Manager	1	Hourly Bi-Weekly Monthly Annual	62	51,2317 4,098.54 8,880 106,562	53,7933 4,303.46 9,324 111,890	56,4832 4,518.65 9,790 117,485	59,3072 4,744.58 10,280 123,359	62,2726 4,981.81 10,794 129,527
IMEA	Senior Finance Analyst	1	Hourly Bi-Weekly Monthly Annual	51	39,0457 3,123.65 6,768 81,215	40,9981 3,279.85 7,106 85,276	43,0481 3,443.85 7,462 89,540	45,2005 3,616.04 7,835 94,017	47,4606 3,796.85 8,227 98,718
IMEA	Senior Human Resources/ Risk Management Analyst	0	Hourly Bi-Weekly Monthly Annual	53	41,0226 3,281.81 7,111 85,327	43,0736 3,445.88 7,466 89,593	45,2274 3,618.19 7,839 94,073	47,4889 3,799.12 8,231 98,777	49,8635 3,989.08 8,643 103,716
IMEA	Senior Management Analyst	0	Hourly Bi-Weekly Monthly Annual	53	41,0226 3,281.81 7,111 85,327	43,0736 3,445.88 7,466 89,593	45,2274 3,618.19 7,839 94,073	47,4889 3,799.12 8,231 98,777	49,8635 3,989.08 8,643 103,716
IMEA	Senior Planner	1	Hourly Bi-Weekly Monthly Annual	55	43,0995 3,447.96 7,471 89,647	45,2543 3,620.35 7,844 94,129	47,5168 3,801.35 8,236 98,835	49,8928 3,991.42 8,648 103,777	52,3875 4,191.00 9,081 108,966

CITY OF IRWINDALE
Full-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IPOA	Police Sergeant	6	Hourly	63	53.3024	55.9673	58.7659	61.7043	64.7894
			Bi-Weekly		4,264.19	4,477.38	4,701.27	4,936.35	5,183.15
			Monthly		9,239	9,701	10,186	10,695	11,230
			Annual		110,869	116,412	122,233	128,345	134,762
IPOA	Police Corporal	2	Hourly	54	42.6808	44.8149	47.0558	49.4087	51.8793
			Bi-Weekly		3,414.46	3,585.19	3,764.46	3,952.69	4,150.35
			Monthly		7,398	7,768	8,156	8,564	8,992
			Annual		88,776	93,215	97,876	102,770	107,909
IPOA	Police Officer	19	Hourly	52	40.6245	42.6558	44.7885	47.0279	49.3793
			Bi-Weekly		3,249.96	3,412.46	3,583.08	3,762.23	3,950.35
			Monthly		7,042	7,394	7,763	8,152	8,559
			Annual		84,499	88,724	93,160	97,818	102,709
IPOA	Police Dispatcher/Clerk	5	Hourly	38	27.9135	29.3091	30.7745	32.3135	33.9293
			Bi-Weekly		2,233.08	2,344.73	2,461.96	2,585.08	2,714.35
			Monthly		4,838	5,080	5,334	5,601	5,881
			Annual		58,060	60,963	64,011	67,212	70,573

CITY OF IRWINDALE
Part-Time Salary Schedule
Fiscal Year 2022-2023
Effective July 10, 2022 (3% COLA)

Permanent Part-Time - Hourly Rates

Position Title	Authorized Number	Range	Step A	Step B	Step C	Step D	Step E
Senior Center Leader	2	19	17.72	18.60	19.53	20.51	21.54
Library Aide	1	26	21.06	22.11	23.22	24.38	25.60
Civil Engineering Technician	2	33	25.03	26.29	27.60	28.98	30.43

Part-Time - Hourly Rates

Position Title	Rate
Aquatics Aide/Pool Cashier	17.67
Assistant Pool Manager	22.07
Bus Driver	25.03
Communications Specialist	32.04
Community Center Worker (temp assignment of staff member)	21.59
Community Service Officer	19.03
Finance Assistant	21.54
Intern	20.07
Library Page	19.03
Lifeguard	18.12
Office Specialist	22.68
Police Officer Trainee	35.91
Recreation Aide	17.67
Reserve Officer I	40.62
Senior Center Aide	17.67
Senior Library Page	21.01
Senior Lifeguard	19.99
Summer Youth Worker	15.00
Tutor	20.07

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

City of
IRWINDALE
AGENDA REPORT

CC Item 1E

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: RESOLUTION TO ACCEPT A DONATION FROM THE IRWINDALE
COMMUNITY FOUNDATION

City Manager's Recommendation:

It is recommended that the City Council adopt Resolution No. 2022-56-3306 entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE APPROPRIATION OF DONATED FUNDS FROM THE IRWINDALE COMMUNITY FOUNDATION FOR Fiscal Year 2022-2023".

Administrative Action:

Submitted by:

Kambiz Borhani, Finance Director / City Treasurer



Reviewed by:

Adrian R. Guerra, City Attorney

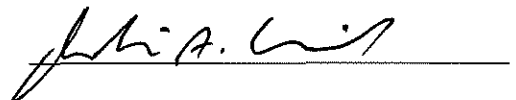
Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer



Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

1. On May 17, 2022, the Irwindale Community Foundation approved a donation to the City in the amount of \$36,370. The City Council accepted and approved the donation via adoption of Resolution No. 2022-50-3300 on May 26, 2022.
2. On May 24, 2022, the Irwindale Community Foundation approved an additional donation to the City in the amount of \$78,850, distributed to the following divisions:

Recreation	\$50,700
Aquatics	8,800
Senior Center	19,350
Total	<u>\$78,850</u>

3. It would be appropriate at this time for the City Council to formally accept the generous donation of \$78,850 from the Irwindale Community Foundation on behalf of the City and appropriate these funds for use in Fiscal Year 2022/2023.

Fiscal Impact:

Approving Resolution No. 2022-56-3306, and thereby accepting this donation, will make it possible for the Public Services Departments to offer certain events, programs, and activities not currently budgeted. This will provide a benefit to the community while also saving General Fund monies. A budget request itemizing how the corresponding donations to each division is planned to be utilized was presented to the City Council at the Budget Workshop #2 held on May 26, 2022.

Attachment:

1. Resolution No. 2022-56-3306
2. Attachment "A"

RESOLUTION NO. 2022-56-3306

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE ACCEPTING AND APPROVING THE APPROPRIATION
OF DONATED FUNDS FROM THE IRWINDALE COMMUNITY
FOUNDATION FOR FISCAL YEAR 2022-2023**

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

WHEREAS, the Irwindale Community Foundation will receive a generous donation in the amount of \$250,000 for FY 2022-2023; and

WHEREAS, during the board meeting on May 17, 2022, the Irwindale Community Foundation Board approved the FY 2022-2023 Budget, which included a donation of \$36,370 to the City of Irwindale; and

WHEREAS, during the board meeting on May 24, 2022, the Irwindale Community Foundation Board approved an additional donation of \$78,850 to the City of Irwindale; and

WHEREAS, the City Council now desires to accept the donation of \$78,850 and to appropriate the donated funds to the divisions of Recreation (\$50,700), Aquatics (\$8,800), and Senior Center (\$19,350); and

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

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

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

Section 2. The City Council hereby accepts the donation of \$78,850 from the Irwindale Community Foundation on behalf of the City, and the same shall be recorded in the City's donated revenue budget.

Section 3. The City Council hereby approves and appropriates the donated funds as approved by the Irwindale Community Foundation, and as itemized on Attachment "A". City Staff shall coordinate with the Irwindale Community Foundation, and are authorized to take all actions reasonably necessary to carry out the intent and purpose of this Resolution.

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

PASSED, APPROVED and ADOPTED this 22nd day of June 2022.

Larry G. Burrola, 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. 2022-56-3306 was duly adopted by the City Council of the City of the City of Irwindale, at a regular meeting held on the 22nd day of June 2022, 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 1F

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Adoption of the Fiscal Year 2022-23 Budget

City Manager's Recommendation:

It is recommended that the City Council adopt Ordinance No. 761 entitled: **"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023,"** reading by title only and waiving further reading thereof.

Administrative Action:

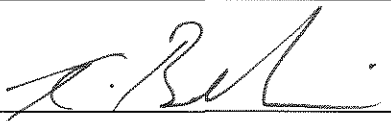
Submitted by:
Kambiz Borhani, Finance Director/City Treasurer
(626) 430-2221



Reviewed by:
Adrian R. Guerra, City Attorney

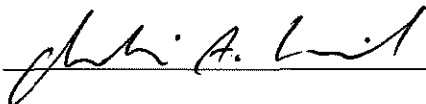
Electronically Approved

Kambiz Borhani, Finance Director/City Treasurer



Approved by:

Julian A. Miranda, City Manager



Background and Analysis

On Wednesday, June 8, 2022, the City Council held a duly noticed Public Hearing to conduct the First Reading of Ordinance No. 761 for adoption of the FY 2022-2023 Budget.

The City Council was provided with a verbal report on the FY 2022-2023 Revenue and Expenditure Budgets proposed for adoption. This report included a summary of the two Budget Workshop sessions held on May 9, 2022 and May 26, 2022, during which the City Council reviewed and approved several new budget requests related to personnel, operating and capital project budgets.

Upon the conclusion of the verbal report, the City Council opened the Public Hearing to allow for comments regarding the FY 2022-2023 Budget from both the public and councilmembers.

FY 2022-2023 Budget Summaries

Ordinance No. 761 includes Exhibit A which lists the final revenue and expenditure budgets for all funds of the City and its agencies to be adopted for FY 2022-2023. These totals include all changes discussed and approved by the City Council during the two Budget Workshop sessions.

The tables below list the final FY 2022-2023 Budget Summaries for the City's two primary funds, the General Fund and Mining Impact Fund:

General Fund	Revenues	Expenditures	Surplus / (Deficit)
Operating Budget	\$ 24,022,440	\$ (23,609,340)	\$ 413,100
Capital/One-Time Items	4,139,970	(86,000)	4,053,970
Capital Projects Transfers	-	(4,542,770)	(4,542,770)
American Rescue Plan Act	-	(133,700)	(133,700)
Irwindale Community Foundation	115,220	(115,220)	-
TOTAL	\$ 28,277,630	\$ (28,487,030)	\$ (209,400)

Mining Impact Fund	Revenues	Expenditures	Surplus / (Deficit)
Operating Budget	\$ 4,475,000	\$ (5,882,590)	\$ (1,407,590)
Capital/One-Time Items	-	(129,000)	(129,000)
Capital Projects Transfers	-	(418,970)	(418,970)
TOTAL	\$ 4,475,000	\$ (6,430,560)	\$ (1,955,560)

Fiscal Impact:

Adoption of Ordinance No. 761 will approve the FY 2022-2023 Budgets listed in Exhibit A for all City funds, the Housing Authority and Reclamation Authority. Note, the Boards of the Housing Authority and Reclamation Authority have separately adopted the FY 2022-2023 budgets by resolutions at their respective meetings on June 8, 2022.

The Budget Summary for the General Fund shows a surplus projected of \$4.5 million for its Operating Budget and One-Time Items. However, the large Capital Projects budget approved along with the timing of when the American Rescue Plan Act (ARPA) second and final installment will be received cause an overall deficit of \$209 thousand.

The General Fund Reserve balance is currently projected to be \$26 million at the end of FY 2021-2022. Adoption of the proposed FY 2022-2023 Budget will reduce the fund balance by the \$209 thousand deficit, resulting in a projected General Fund Reserve balance of \$25.8 million as of June 30, 2023.

Attachment: Ordinance No. 761

ORDINANCE NO. 761

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023

WHEREAS, a copy of the Proposed Budget for FY 2022-23 has been posted electronically with the City Council Agenda for public review and in the Office of the Deputy City Clerk; and

WHEREAS, the City Council conducted a duly noticed public hearing to consider the proposed budget on June 8, 2022.

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

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

SECTION 2. The budget for the City of Irwindale for Fiscal Year 2022-23, was prepared and submitted by the City Manager, and as modified by the City Council, is hereby approved and adopted. The operating and capital budget amounts are hereby authorized for the fiscal year within departments by fund, as listed on Exhibit A.

SECTION 3. From the effective date of said budget, the total amount as stated therein for each departmental activity account shall be appropriated subject to expenditure pursuant to all applicable ordinances of the City and statutes of the State. The operating budget may be reallocated by the City Manager providing there is no change in the total appropriations within any funds as authorized by the City Council.

SECTION 4. At the close of the fiscal year, unexpended appropriations in the operating budget will be unencumbered as necessary to underwrite the expense of outstanding purchase commitments. Unexpended appropriations for authorized, but uncompleted projects may be carried forward to the next succeeding budget upon approval by the City Manager.

SECTION 5. Total appropriations within the funds will be increased only by amendment of the budget by resolution approved by the City Council.

SECTION 6. The City Manager may reduce expenditure appropriations within funds as a method of fiscal control, and the Director of Finance may decrease revenue estimates to reflect economic change during the fiscal period.

SECTION 7. The Director of Finance is hereby authorized to transfer monies in accordance with the interfund transfers listed in said budget, and to transfer monies to cover operational expenditures of the City through transfers of funds in such amounts,

and at such times during the fiscal year as may be determined necessary to the competent operation and control of City business, or to provide adequate cash flow, except that no such transfer shall be made in contravention of State law or City ordinances.

SECTION 8. Adjustments made by the City Council during the budget hearing and documented in the minutes for this action will be incorporated with the final printed budget document. The City Manager is hereby authorized to approve any corrections in the budget document that are clerical in nature. Additionally, the City Council may amend the budget at any time by adoption of appropriate budget resolutions.

SECTION 9. The Chief Deputy City Clerk shall certify the passage of this Ordinance and shall cause the same to be posted in accordance with law.

PASSED, APPROVED, AND ADOPTED this 22nd day of June 2022.

Larry G. Burrola, Mayor

ATTEST:

Laura M. Nieto, CMC
Chief Deputy City Clerk

State of California }
County of Los Angeles } ss.
City of Irwindale }

I, Laura M. Nieto, Chief Deputy City Clerk of the City of Irwindale, California, do hereby certify that the foregoing Ordinance No. 761 was duly introduced at a regular City Council meeting held on the 8th day of June 2022, and adopted at a regular meeting of the City Council held on the 22nd day of June 2022, by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura M. Nieto, CMC
Chief Deputy City Clerk

AFFIDAVIT OF POSTING

I, Laura Nieto, Chief Deputy City Clerk, certify that I caused a copy of Ordinance No. 761, adopted by the City Council of the City of Irwindale at its regular meeting held June 22, 2022, to be posted at the City Hall, Library, and Post Office on June 22, 2022.

Laura M. Nieto, CMC
Deputy City Clerk

Dated: June 22, 2022

Exhibit A
City of Irwindale
FY 2022-2023
Budget Summary

Fund No	Fund	FY 2022-23 Revenues	FY 2022-23 Expenditures	Surplus (Deficit) FY 2022-23
<u>General Fund</u>				
01	General Fund On-Going Budget	\$ 24,022,440	\$ (23,609,340)	\$ 413,100
	Capital/One-Time Items	\$ 4,139,970	\$ (86,000)	\$ 4,053,970
	Capital Projects Transfers	\$ -	\$ (4,542,770)	\$ (4,542,770)
	American Rescue Plan Act (ARPA)	\$ -	\$ (133,700)	\$ (133,700)
	Irwindale Community Foundation (ICF)	\$ 115,220	\$ (115,220)	\$ -
	TOTAL GENERAL FUND	\$ 28,277,630	\$ (28,487,030)	\$ (209,400)
<u>Irwindale Housing Authority Fund</u>				
11	Irwindale Housing Authority	\$ 400	\$ (7,330)	\$ (6,930)
12	IHA-Low/Mod Housing Asset Fund	\$ 25,000	\$ (538,270)	\$ (513,270)
	TOTAL HOUSING AUTHORITY FUNDS	\$ 25,400	\$ (545,600)	\$ (520,200)
<u>Mining Impact Fund</u>				
13	Mining Impact On-Going Budget	\$ 4,475,000	\$ (5,882,590)	\$ (1,407,590)
	Capital/One-Time Items	\$ -	\$ (129,000)	\$ (129,000)
	Capital Project Transfers	\$ -	\$ (418,970)	\$ (418,970)
	TOTAL MINING IMPACT FUND	\$ 4,475,000	\$ (6,430,560)	\$ (1,955,560)
<u>Reclamation Authority</u>				
14	Reclamation Fund	\$ 62,260	\$ (48,970)	\$ 13,290
19	Olive Pit Royalty Fund	\$ 2,000,500	\$ (2,000,000)	\$ 500
	TOTAL RECLAMATION AUTHORITY FUNDS	\$ 2,062,760	\$ (2,048,970)	\$ 13,790
<u>Grants & Special Revenue Funds</u>				
15	AB939 Recycling Fund	\$ 261,000	\$ (285,610)	\$ (24,610)
21	State Gas Tax Fund	\$ 80,020	\$ (80,020)	\$ -
22	Air Quality Improvement Fund	\$ 1,700	\$ (6,000)	\$ (4,300)
25	Proposition A Fund	\$ 35,200	\$ (35,200)	\$ -
26	Proposition C Fund	\$ 29,160	\$ (29,160)	\$ -
27	Measure R Fund	\$ 21,870	\$ (21,870)	\$ -
28	TDA Article 3 Fund	\$ 5,000	\$ (5,000)	\$ -
29	Measure M Fund	\$ 24,780	\$ (24,780)	\$ -
30	Measure W Fund	\$ 432,700	\$ (432,700)	\$ -
32	Community Development Block Grant Fund	\$ 8,500	\$ (8,500)	\$ -
	TOTAL GRANT & SPECIAL REVENUE FUNDS	\$ 899,930	\$ (928,840)	\$ (28,910)
<u>Assessment Districts</u>				
44	Street Light Assmt District-IBC Fund	\$ 15,370	\$ (15,370)	\$ -
45	Sewer Maintenance Assmt District-IBC Fund	\$ 120,780	\$ (45,780)	\$ 75,000
	TOTAL ASSESSMENT DISTRICT FUNDS	\$ 136,150	\$ (61,150)	\$ 75,000
<u>Capital Projects Fund</u>				
47	Development Impact Fund	\$ 365,600	\$ (365,600)	\$ -
48	Capital Projects Fund	\$ 5,372,890	\$ (5,372,890)	\$ -
	TOTAL CAPITAL PROJECT FUNDS	\$ 5,738,490	\$ (5,738,490)	\$ -
TOTAL BUDGET - ALL FUNDS:		\$ 41,615,360	\$ (44,240,640)	\$ (2,625,280)

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

City of
IRWINDALE
AGENDA REPORT

CC Item 1G

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: A RESOLUTION TO EXTEND THE EXISTENCE OF A LOCAL
EMERGENCY REGARDING THE COVID-19 PANDEMIC

City Manager's Recommendation:

It is recommended that the City Council:

- 1) ADOPT RESOLUTION NO. 2022-66-3316 ENTITLED "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA EXTENDING THE EXISTENCE OF A LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC WITHIN THE CITY OF IRWINDALE PURSUANT TO IRWINDALE MUNICIPAL CODE CHAPTER 2.44"**

Administrative Action:

Submitted by:

Theresa Olivares, Assistant City Manager

Electronically approved

Prepared by:

Iris Espino, Assistant to the City Manager

Electronically approved

Reviewed by:

Adrian R. Guerra, City Attorney

Electronically approved

Kambiz Borhani, Finance Director / City Treasurer

K. Borhani

Approved by:

Julian A. Miranda, City Manager

Julian A. Miranda

Background and Analysis:

On March 4, 2020, Governor Newsom declared the existence of a state of emergency for the State of California in response to an outbreak of a respiratory illness known as a coronavirus ("COVID-19"). On March 4, 2020, the Los Angeles County Board of Supervisors and the Department of Public Health declared a local and public health emergency in response to the increased spread of COVID-19 across the country.

On March 18, 2020, the City Council adopted Resolution No. 2020-18-3178, pursuant to Chapter 2.44 of the Irwindale Municipal Code, confirming the proclamation of the existence of a local emergency due to COVID-19, as declared by the City's Director of Emergency Services on March 12, 2020.

On May 13, 2020 (Resolution No. 2020-32-3137), July 22, 2020 (Resolution No. 2020-58-3218), September 9, 2020 (Resolution No. 2020-71-3231), October 28, 2020 (Resolution No. 2020-81-3241), January 10, 2021 (Resolution No. 2021-02-3264), March 10, 2021 (Resolution No. 2021-22-3234), April 28, 2021 (Resolution No. 2021-26-3248), June 23, 2021 (Resolution No. 2021-57-3269), August 25, 2021 (Resolution No. 2021-70-3282), and October 13, 2021 (Resolution No. 2021-90-3302), December 8, 2021 (Resolution No. 2021-124-3246), January 26, 2022 (Resolution No. 2022-08-3257), and March 9, 2022 (Resolution No. 2022-23-3273), the City Council reviewed and extended the local emergency due to the continued existence of conditions of extreme peril caused by the effects of COVID-19.

While Los Angeles County's coronavirus metrics had been steadily dropping and the State has reopened, it is recommended that the City Council extend the local emergency for an additional period of 60 days to continue to make resources available to address the continuing effects of COVID-19.

Fiscal Impact:

There is no fiscal impact at this time in approving the 60-day extension of the COVID-19 local emergency.

Attachment: Resolution No. 2022-66-3316

RESOLUTION 2022-66-3316

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA EXTENDING THE EXISTENCE OF A LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC WITHIN THE CITY OF IRWINDALE PURSUANT TO IRWINDALE MUNICIPAL CODE CHAPTER 2.44

WHEREAS, on March 4, 2020, Governor Newsom declared the existence of a state of emergency for the State of California in response to an outbreak of a respiratory illness known as a coronavirus ("COVID-19"); and

WHEREAS, on March 4, 2020, the Los Angeles County Board of Supervisors declared a local and public health emergency in response to the increased spread of COVID-19 across the country; and

WHEREAS, on March 18, 2020, the City Council adopted Resolution No. 2020-18-3178, pursuant to Chapter 2.44 of the Irwindale Municipal Code, confirming the proclamation of the existence of a local emergency due to COVID-19, as declared by the City's Director of Emergency Services on March 12, 2020; and

WHEREAS, On May 13, 2020 (Resolution No. 2020-32-3137), July 22, 2020 (Resolution No. 2020-58-3218), September 9, 2020 (Resolution No. 2020-71-3231), October 28, 2020 (Resolution No. 2020-81-3241), January 10, 2021 (Resolution No. 2021-02-3264), March 10, 2021 (Resolution No. 2021-22-3234), April 28, 2021 (Resolution No. 2021-26-3248), June 23, 2021 (Resolution No. 2021-57-3269), and August 25, 2021 (Resolution No. 2021-70-3282), October 13, 2021 (Resolution No. 2021-90-3302), December 8, 2021 (Resolution No. 2021-124-3246), January 26, 2022 (Resolution No. 2022-08-3257), and March 9, 2022 (Resolution No. 2022-23-3273), the City Council reviewed and extended the local emergency due to the continued existence of conditions of extreme peril caused by the effects of COVID-19; and

WHEREAS, after consideration of all items before it, the City Council of the City of Irwindale desires to extend the existence of a local emergency related to the COVID-19 Pandemic for 60 days to continue to make resources available to address the continuing effects of COVID-19.

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

SECTION 1. The recitals are true and incorporated as findings herein.

SECTION 2. The City Council does hereby extend the City's proclamation of local emergency due to COVID-19, as last ratified by the City Council in Resolution No. 2022-23-3273 on March 9, 2022, for a period of 60 days.

SECTION 3. For the duration of the statewide emergency, Governor Newsom has waived the requirement of Government Code Section 8630 that the City Council review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency. If this declaration of local emergency extends for more than the duration of the statewide emergency declared for COVID-19, City Staff are directed to thereafter return this item for City Council review of the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency.

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

SECTION 5. This Resolution shall take effect immediately and shall be published and promulgated in a widespread manner as is reasonably feasible under the conditions prevailing during this local emergency. A copy of this Resolution shall be forwarded to the Los Angeles County Operational Area Coordinator for transmission to California Emergency Management Agency.

PASSED, APPROVED, AND ADOPTED this 22nd day of June 2022.

Larry G. Burrola, 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. 2022-66-3316 was adopted by the City Council of the City of Irwindale, at a regular meeting held on the 22nd day of June 2022 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 & HA
Item 2A

Date: June 22, 2022

To: Honorable Mayor and Members of the City Council
Honorable Chairman and Housing Authority Board Members

From: Marilyn Simpson, Community Development Director

Issue: Potential Housing Sites for Compliance with the 2021-2029 SCAG 6th Cycle Regional Housing Needs Assessment for the Housing Element & General Plan Update

Community Development Director's Recommendation:

Discuss potential housing sites and provide direction on density and housing type development.

Administrative Action:

Submitted / Prepared / Approved by:

Marilyn Simpson, Community Development Director



Reviewed by:

Adrian R. Guerra, City Attorney/General Counsel

Electronically Approved

Kambiz Borhani, Finance Director/City Treasurer



Background and Analysis:

The City is preparing the City's Housing Element (HE) update to comply with State Housing Element Law, and the 2021-2029 SCAG 6th Cycle Regional Housing Needs Assessment (RHNA) allocation for the City. Irwindale's SCAG 6th Cycle Final RHNA Allocation Plans is as follows:

Income Level	# of Units
Very-Low	36
Low	11
Moderate	17
Above-Moderate	55
TOTAL	119

On May 25, 2022, a housing and development workshop was held at the Dan Diaz Recreation Center at the request of Mayor Pro Tem Ambriz. The workshop provided the

community with background information and the opportunity to take public comments as the City is preparing its General Plan (GP) and Housing Element (HE) update for the 2021-2029 planning period. Additionally, the housing workshop provided an opportunity for participants to provide input on various locations throughout the City where housing may be suitable. Attendees were also able to provide input on the housing density and type of housing (i.e., single family, multi-family, town homes) they prefer. Additionally, a housing development survey was distributed to all Irwindale residents, posted on the City's website, and distributed to businesses through the Irwindale Chamber of Commerce.

At the May 26, 2022, City Council meeting, staff and the Bay Area Urban Economics (BAE) consultant preparing the Housing Element (HE) update provided a summary of the workshop presentation, participant comments, and the survey results. The PowerPoint is included as Attachment A.

At the conclusion of the meeting, Mayor Pro Tem Ambriz and Councilmember Ortiz requested time to visit the potential housing sites and get additional community input in order to provide direction to staff at a future meeting.

Tonight, Staff is seeking direction from the Council/Board regarding the inclusion of specific sites in the HE and proposed density for each site. This information is necessary for Staff and the consultant to complete the time-sensitive initial draft of the HE. The potential housing sites include the locations listed below and a PowerPoint presentation will be provided to include each site. A map of the sites is included as Attachment B and can also be found at: [Summary Characteristics of Housing Sites \(irwindaleca.gov\)](https://www.irwindaleca.gov/Summary-Characteristics-of-Housing-Sites)

Potential Housing Sites			
Address/Cross Streets	Size (Acres)	Current Land Use	Current Zoning
5100 Allen Dr.	10	Industrial	M-2
12861 Schabarum Ave.	2	Industrial	M-2
12881 Ramona Blvd.	1	Industrial	M-2
13201 Ramona Blvd.	4	Industrial	A-1
2500 E. Central Ave.	20	Industrial	M-2
15990 Foothill Blvd.	90	Specific Plan	RII – Reliance II Specific Plan
Irwindale Ave. & Avenida Padilla	20	Commercial/Industrial	M-2

Fiscal Impact:

There is no fiscal impact.

Attachments:

- A: May 25, 2022 Community Workshop PowerPoint Presentation with survey results
- B: Summary Characteristics of Housing Sites & Site Map (Excerpt from May 25, 2022 Community Workshop PowerPoint Presentation)



CITY OF IRWINDALE

General Plan Housing Element
COMMUNITY WORKSHOP
Held May 25th 2022

General Plan, Housing, Environmental Justice, and Safety Elements



Meeting Purpose

- Explore sites to accommodate Irwindale's 2021 to 2029 Regional Housing Need Allocation (RHNA)
- This meeting is not about any City sponsored residential development, including the housing lottery or being placed on an interest list.



Agenda

- Introductions (5 min.)
- What is a Housing Element (5 min.)?
- Irwindale's 2021 to 2029 RHNA and Household Income Levels (10 min.)
- What does density look like? (5 min.)
- Criteria for housing sites (5 min.)
- Review possible housing sites (10 min.)
- Focus on Allen Drive site and discuss options (45 min.)
- Next Steps (5 min.)



Meeting Guidelines

- Please mute yourself when you're not speaking.
- Please share video so we can stay visually connected.
- In addition to collecting surveys, public comments and participation are welcomed tonight through in-person comments and for our Zoom participants, by typing questions and comments into the chat. Comments will be received first from our in person attendees, followed by virtual comments and questions to be announced by staff.
- In the interest of time, questions and comments that are similar or repetitive in nature will be consolidated.
- Please use raise hand function or chatbox to ask questions or provide a comment.
- Respect each others' opinions.
- Please be flexible and patient (technology issues happen).
- *Remember: This is just one meeting in a longer process and we will have other community workshop events and public meetings to discuss the Housing Element Update.*



Introductions



What is a Housing Element?





What is the Housing Element?

- **City plan to meet housing needs**
 - To meet community needs
 - To provide access to opportunity
- **One Element of the General Plan**
- **Required for every City and County in California**
 - Updated every 8 years
 - Approved by CA Department of Housing & Community Development
- **Housing Elements for cities in Los Angeles County cover 2021-2029**
- **Housing Element Law is contained in CA Govt. Code, Section 65580 et. seq.**



Key Housing Element Objectives

- **Housing Production:** Accommodate projected (RHNA-allocated) housing units, particularly affordable housing
- **Housing Preservation:** Protect & rehabilitate affordable housing
- **Affirmatively Further Fair Housing:** Foster an inclusive community that provides equal access to opportunity
- **Housing for All:** Promote housing for all income levels and special-needs populations



2021-2029 RHNA and Income Levels



General Plan, Housing, Environmental Justice, and Safety Elements



What is the Regional Housing Needs Allocation (RHNA)?

- **Number of housing units that Irwindale must plan for over the next 8 years**
 - Projected Statewide need allocated to each region, then to each city and county
 - RHNA includes units to meet housing needs at all income levels
 - Irwindale's 2021-2029 RHNA: **119 Units**
- **Housing Element must show the City's ability to meet the RHNA**
 - By identifying sites for development, removing barriers, facilitating development
 - City is not required to build the units
- **Sites must meet criteria defined by the State**
 - Zoned for residential use, access to utilities, able to be developed in planning period
 - Sites for lower-income units must typically allow 20+ dwelling units per acre



Irwindale RHNA

INCOME LEVEL	2013-2021 Allocation	2021-2029 Allocation	Percent of 2023- 2031 Total
VERY LOW INCOME (<50% Area Median Income)	4	36	30%
LOW INCOME (50-80% Area Median Income)	2	11	9%
MODERATE INCOME (80-120% Area Median Income)	2	17	14%
ABOVE MODERATE INCOME (>120% Area Median Income)	7	55	46%
TOTAL	15	119	100%



2022 Household Income Levels

Income Category/ Household Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
Very Low- Income	\$41,700 or less	\$47,650 or less	\$53,600 or less	\$59,550 or less	\$64,350 or less	\$69,100 or less
Low-Income	\$47,101 to \$66,750	\$47,651 to \$76,250	\$53,601 to \$85,800	\$59,551 to \$95,300	\$64,351 to \$102,950	\$69,101 to \$110,550
Moderate- Income	\$66,751 to 76,500	\$76,251 to \$87,450	\$85,801 to \$98,350	\$95,301 to \$109,300	\$102,951 to \$118,300	\$110,551 to \$126,800
Above Moderate- Income	\$76,501 and above	\$87,451 and above	\$98,351 and above	\$109,301 and above	\$118,301 and above	\$126,801 and above



How much land do we need to identify for RHNA?

- Need sufficient land to accommodate the RHNA
 - Very low- and Low-Income (Lower-Income) ~ 2-3 acres or more for multifamily development
 - Moderate-Income ~ 1-2 acres or more for multifamily development
 - Above Moderate-Income ~ 12-14 acres or more for single-family development (or fewer acres at higher density)
- Should also include a “buffer” of 20 to 30% for each income category



What does density look like?





Single-family detached housing

- up to 9 dwelling units per acre
- 1 to 2 stories
- Attached garages



Small Lot/Zero Lot Line Single-Family Detached

- 10 to 12 dwelling units per acre
- 1 to 2 stories
- Attached garages





Townhouse/Rowhouse

- 12 to 18 dwelling units per acre
- 2 to 3 stories
- Tuck-under parking



Garden Style Apartments

- 20 to 30 dwelling units per acre
- 2 to 3 stories
- Surface parking





Podium Apartments/Condos

- 50 to 120+ dwelling units per acre
- 3 to 6 stories
- 1 to 2 levels parking podium with 2 to 5 stories of residential above



Criteria for Housing Sites





General Criteria

- Between 0.5 and 10 acres in size
- Infrastructure available to serve the site
- Does not have environmental constraints
- Surrounding land uses are compatible
- Vacant, or likely to be redeveloped in the 2021 to 2029 timeframe



Additional Criteria for Very Low- and Low-Income Sites

- Typically, must allow multifamily development of 20 dwelling units per acre or more
- Should not over-concentrate lower-income housing in one part of the community
- Lower-income housing should provide access to schools, jobs, shopping, and services



Review Potential Housing Sites



General Plan, Housing, Environmental Justice, and Safety Elements





Summary Characteristics of Housing Sites

Site	Size (Acres)	Address/Cross Streets	Land Use	Zoning Code
1	10	Allen Drive	Industrial	M2
2	2	12861 Schabarum Avenue	Industrial	M2
3	1	12881 Ramona Boulevard	Industrial	M2
4	4	13201 Ramona Boulevard	Industrial	A1
5	20	2500 E Central Avenue	Industrial	M2
6	90	E Foothill Boulevard and N Irwindale Avenue	Natural Resources/Industrial	R11 - Reliance II Specific Plan
7	20	Irwindale Avenue and Avenida Padilla	Commercial/Industrial	M2



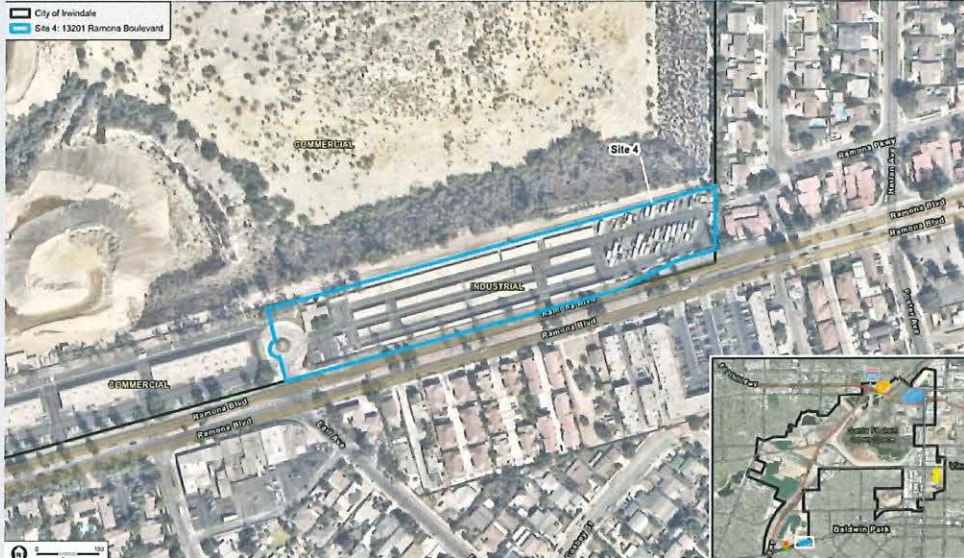
General Plan, Housing, Environmental Justice, and Safety Elements



General Plan, Housing, Environmental Justice, and Safety Elements



General Plan, Housing, Environmental Justice, and Safety Elements



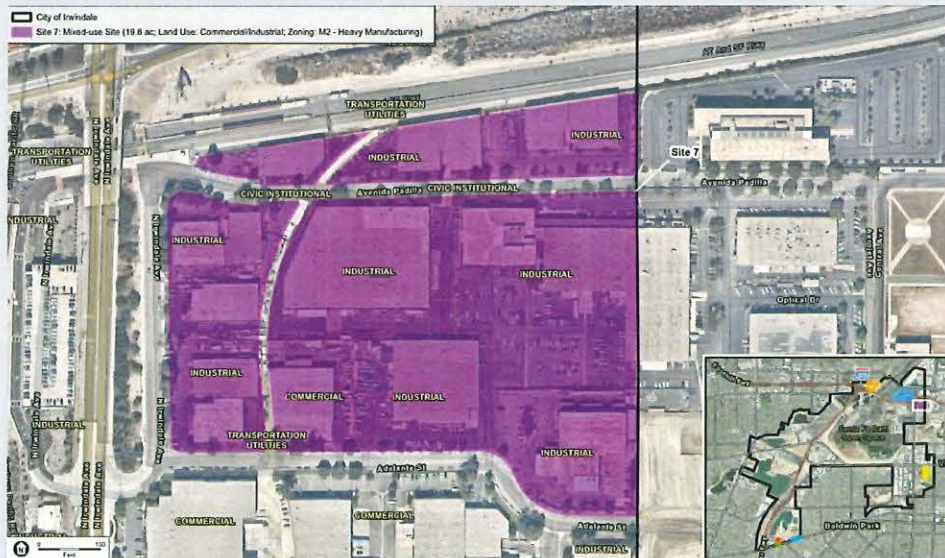
General Plan, Housing, Environmental Justice, and Safety Elements



General Plan, Housing, Environmental Justice, and Safety Elements



General Plan, Housing, Environmental Justice, and Safety Elements





Initial reactions to preliminary sites list

- Which sites do you think are good for housing?
- Can you identify any problems with using any of the sites for housing?
- Did we miss any sites that should be considered for housing development?



Allen Drive Site



General Plan, Housing, Environmental Justice, and Safety Elements



General Plan, Housing, Environmental Justice, and Safety Elements





History of Allen Drive Site

- Originally part of the 35-acre Manning Pit site.
- Mining began in the 1930s and was completed in the 1970s.
- Late 1980s – City acquired the site from Los Angeles County.
- May 2010 to April 2019 – Remediation and fill complete.
- Site was split into two parcels (10 acres and 25 acres).
- 2015 – 25-acre parcel sold for future private development.
- Remaining 10-acre parcel owned by the City.
- May 2021 – 10-acre site transferred to Irwindale Housing Authority.



Group Discussion of Potential Uses of Allen Drive Site

- What kind of housing development would you like to see on this site?
- In addition to housing, are there other uses that you would like to see on this site?
- Where on this site would you place housing and other uses?



Next Steps for Housing Element

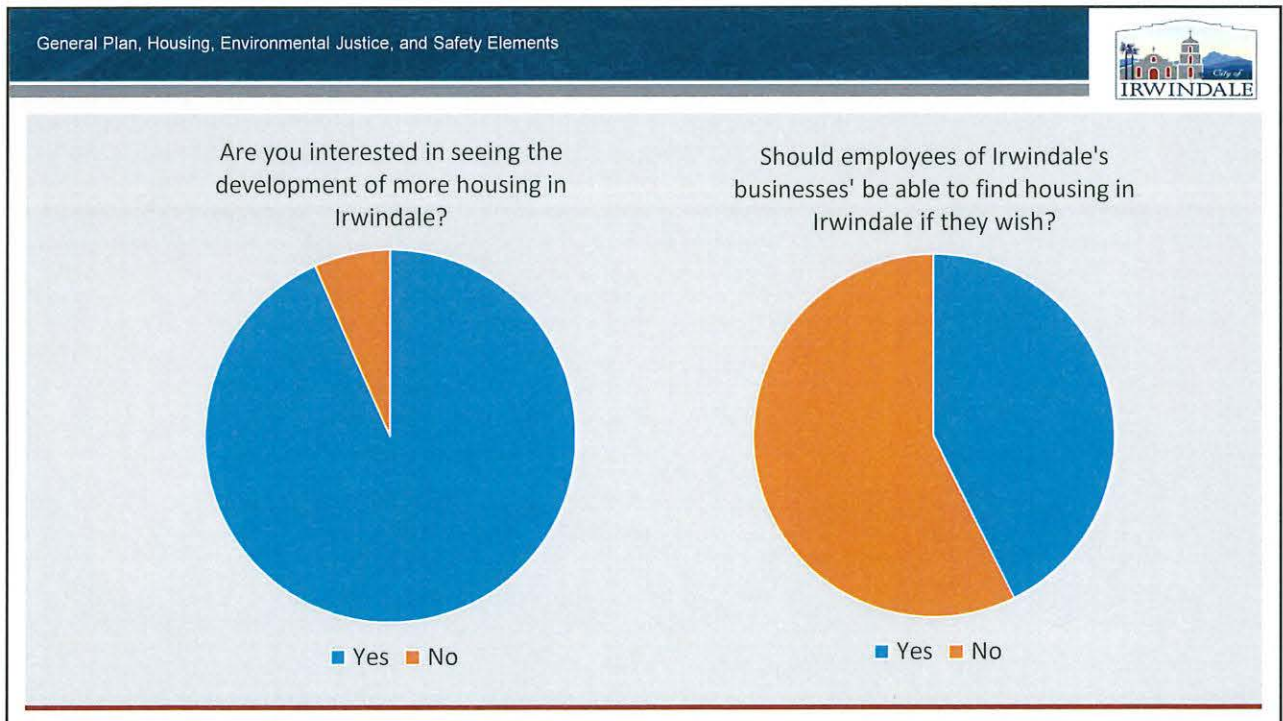
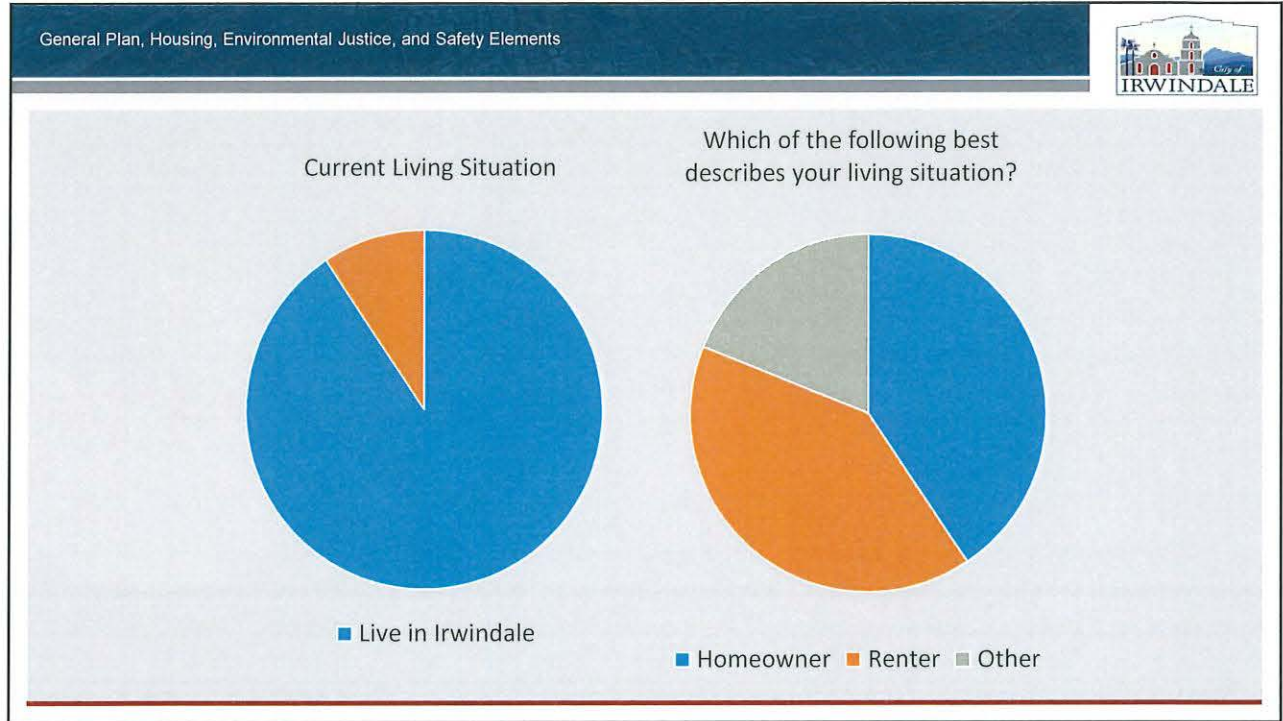
- Obtain direction from City Council on housing sites (May 26th)
- Prepare Public Review Draft Housing Element
- Prepare Revised Draft Housing Element for CA HCD review
- Revise Draft Housing Element in Response to HCD comments
- Adopt Final Housing Element
- Submit adopted Housing Element to HCD for review
- Housing Element certification

Public Input



Survey Results

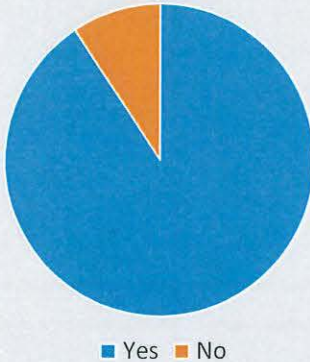




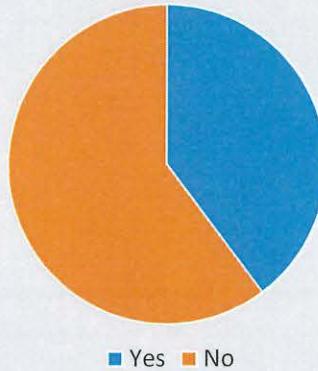


Should Irwindale have...

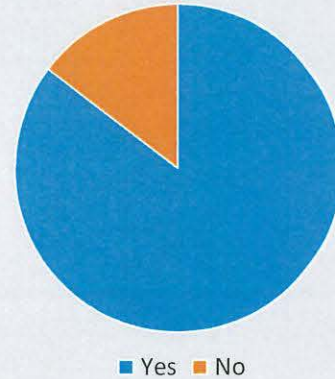
Housing options at a variety of prices to suit different budgets?



Neighborhoods that mix housing types to meet different life-stage needs?



Neighborhoods that mix housing price points to meet different household incomes?

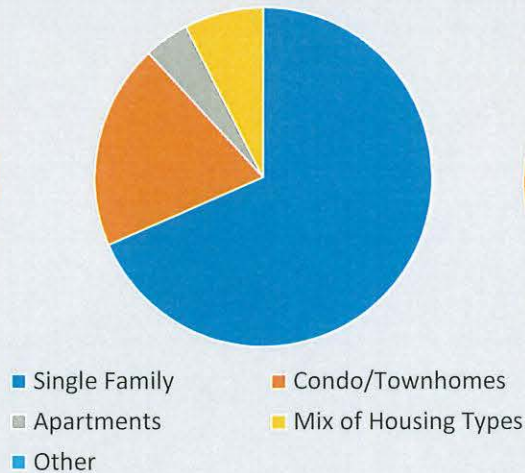


Allen Drive

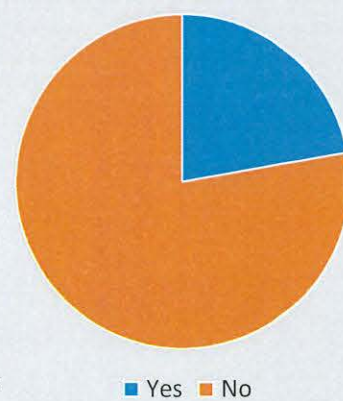
Housing development?



What housing type(s) do you prefer?



Public facility?





Community Comments



Site Selection



Attachment 2

Summary Characteristics of Housing Sites

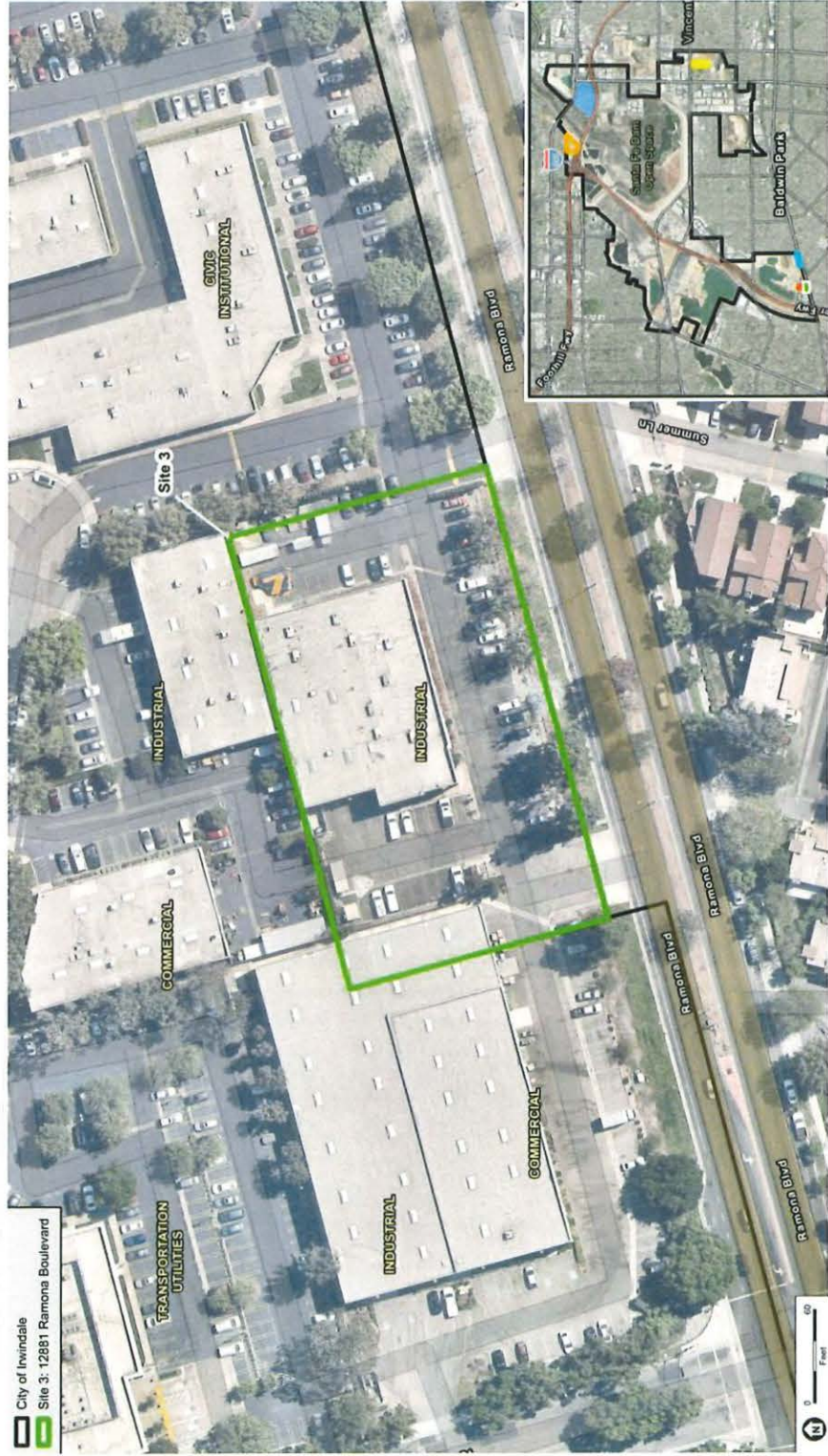
Site	Size (Acres)	Address/Cross Streets	Land Use	Zoning Code
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2	2	12861 Schabarum Avenue	Industrial	M2
3	1	12881 Ramona Boulevard	Industrial	M2
4	4	13201 Ramona Boulevard	Industrial	A1
5	20	2500 E Central Avenue	Industrial	M2
6	90	E Foothill Boulevard and N Irwindale Avenue	Natural Resources/Industrial	RII - Reliance II Specific Plan
7	20	Irwindale Avenue and Avenida Padilla	Commercial/Industrial	M2



Site 2



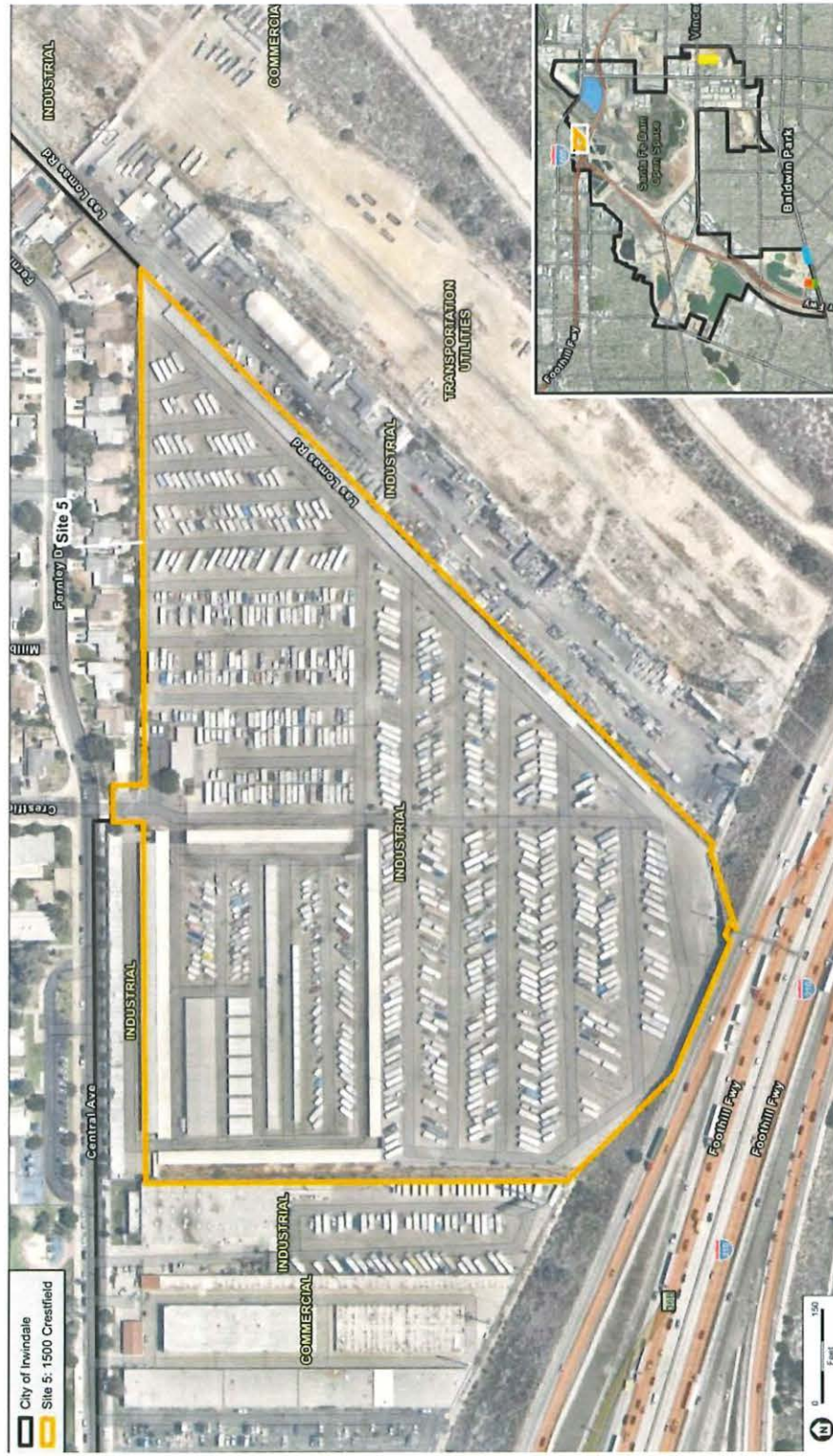
Site 3



Site 4



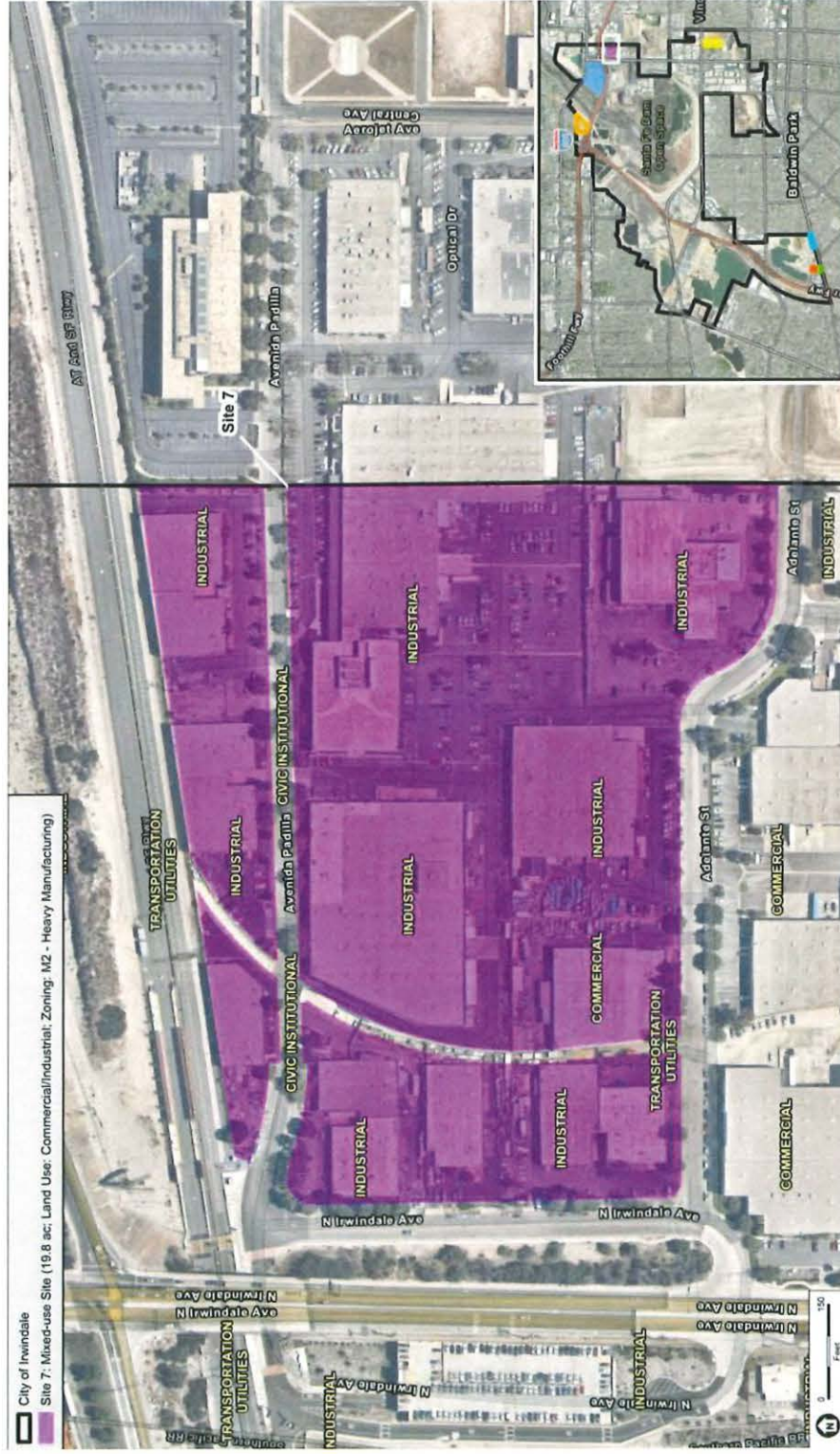
Site 5



Site 6



Site 7



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

City of
IRWINDALE
AGENDA REPORT

CC Item 2B

Date: June 22, 2022
To: Honorable Mayor and Members of the City Council
From: Julian A. Miranda, City Manager
Issue: Adopt Resolution No. 2022-65-3315 Appointing Members to the Irwindale Community Foundation

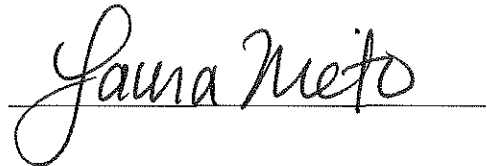
City Manager's Recommendation:

Adopt Resolution No. 2022-65-3315 appointing two (2) Resident representatives and one (1) City Council representative to the Irwindale Community Foundation.

Administrative Action:

Prepared / Submitted by:

Laura Nieto, Chief Deputy City Clerk



Reviewed by:

Adrian R. Guerra, City Attorney

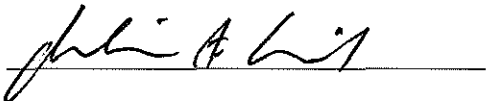
Electronically Approved

Kambiz Borhani, Finance Director / City Treasurer



Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

On October 10, 2018, City Council adopted Resolution No. 2018-72-3066 establishing a Non-Profit Community Foundation for the purpose of accepting and using funds donated to the City for community purposes.

On February 13, 2019, the City Council approved the Articles of Incorporation and Bylaws of the Irwindale Community Foundation that state the board of directors shall be five (5) members, who serve staggered terms of two (2) years, and shall be composed of the following:

- a. One sitting member of the City of Irwindale Council
- b. Two residents of the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale; and
- c. Two representatives of businesses located in the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale.

On June 26, 2019, the City Council adopted Resolution No. 2019-32-3116 thereby appointing then-Mayor Albert F. Ambriz as the City Council representative and Michelle Duran and Ruben Tapia as the Resident representatives to the Irwindale Community Foundation Board. The initial terms of these Boardmembers will be expiring on June 30, 2022.

On May 26, 2022 a citywide mailer was sent to all Irwindale households soliciting applications for the Resident vacancies in accordance with the requirements of the Maddy Act. (Gov't Code § 54970, *et seq.*) The following residents submitted their applications for consideration of appointment by the deadline of June 15, 2022:

Melissa Frazelle
Michelle Duran
Ruben Tapia

All directors of the board shall be appointed by a majority of the City Council, and all vacancies on the board shall be filled by appointment by a majority vote of the City Council. Directors of the board may be removed with or without cause by a majority vote of the City Council.

Fiscal Impact:

None.

Attachments:

- 1) Proposed Resolution No. 2022-65-3315
- 2) Irwindale Community Foundation Resident Applications

RESOLUTION NO. 2022-65-3315

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE APPOINTING MEMBERS TO THE IRWINDALE COMMUNITY FOUNDATION

WHEREAS, on October 10, 2018, City Council adopted Resolution No. 2018-72-3066 establishing a Non-Profit Community Foundation for the purpose of accepting and using funds donated to the City for community purposes; and

WHEREAS, on February 13, 2019 City Council approved the Articles of Incorporation and the Bylaws of the Irwindale Community Foundation that states the board of directors shall be five (5) members, who serve staggered terms of four (4) years, and shall be composed of the following one sitting member of the Irwindale City Council; two (2) residents of the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale and two (2) representatives of businesses located in the City of Irwindale, who shall not be employees, commissioners, or elected officials of the City of Irwindale; and

WHEREAS, on June 26, 2019, the City Council adopted Resolution No. 2019-32-3116 thereby appointing then-Mayor Albert F. Ambriz as the City Council representative and Michelle Duran and Ruben Tapia as the Resident representatives to the Irwindale Community Foundation Board. The initial terms of these Boardmembers will be expiring on June 30, 2022; and

WHEREAS, on May 26, 2022 a citywide mailer was sent to all Irwindale households soliciting applications for the Resident vacancies in accordance with the requirements of the Maddy Act (Gov't Code § 54970, *et seq.*) ; and

WHEREAS, three (3) residents submitted applications for consideration of appointment to the Irwindale Community Foundation by the deadline of June 15, 2022; and

WHEREAS, all directors of the board shall be appointed by a majority of the City Council, and all vacancies on the board shall be filled by appointment by a majority vote of the City Council. Directors of the board may be removed with or without cause by a majority vote of the City Council; and

WHEREAS, it would now be appropriate for the City Council to make appointments to the Irwindale Community Foundation.

**THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA,
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Pursuant to bylaws of the Irwindale Community Foundation, directors shall be appointed for a term of two (2) years, as follows:

Councilperson's appointment shall end on June 30, 2024:

The term of two (2) City residents shall end on June 30, 2024:

Section 2. The Chief Deputy City Clerk shall certify to the adoption of this Resolution and shall transmit a certified copy thereof to each of the newly appointed members.

PASSED, APPROVED, and ADOPTED this 22nd day of June 2022.

Larry G. Burrola, 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. 2022-65-3315 was adopted at an regular meeting of the Irwindale City Council held on the 22nd day of June 2022, by the following vote of the Council:

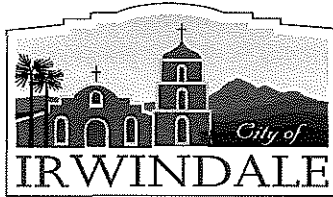
AYES: Councilmembers:

NOES: Councilmembers:

ABSTAIN: Councilmembers:

ABSENT: Councilmembers:

Laura M. Nieto, MMC
Chief Deputy City Clerk



RECEIVED

JUN 02 2022 11:38am

CITY OF IRWINDALE
CITY CLERKS DEPT.

APPLICATION FOR APPOINTMENT TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

☒
 ☐

Resident
Representative of a Business

Name of Business: _____

Position: _____

Name: Melissa Frazelle

Address: _____

Occupation: Senior Medical Staff Assistant

Employer: Pomona Valley Hospital Medical Center

Address: 1798 N. Garey Avenue, Pomona, CA 91786

Home Phone: () _____ Business Phone: () 909.865.9567

Years in Irwindale: 2 Registered Voter? Yes

Educational background / degree: AA: Human Services Mgmt / BS: Criminal Justice w/concentration in Human Services

Licenses or Special Certificates: N/A

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. 2016 - Current: Volunteer w/PVHMC Foundation

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

I would like to do everything possible to get out into the community to identify and address the needs and facilitate ways that we as the Foundation can address those needs and support the residents. I would also like to utilize our platform/events to help bring the community together by getting more resident involvement in making changes and improvements that we would all like to see in our community.

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

I feel that both my professional and personal experience/skills would play a huge role in being a great Foundation Member. I am OCD when it comes to organization/planning and am a excellent listener but also a realist. We need to be able to actively listen to our community members but also be able

*Continued at bottom

Have you applied for any City Board or Commission before? Yes _____ No ☒

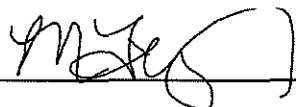
If so, which one? _____

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

Event planning, computer saavy, very organized, networking, mangement/supervision, ethical, experience working w/highly confidential information, impartial and adept in conflict resolution.

PLEASE INCLUDE A RESUME, IF AVAILABLE *See Attached

Signature: _____



Date: 06/02/2022

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to:
City Manager
City of Irwindale
5050 N. Irwindale Avenue
Irwindale, CA 91706

DEADLINE TO SUBMIT COMPLETED APPLICATION IS MONDAY, JUNE 29, 2020 AT 6:00 P.M.

Please contact the Assistant City Manager at 626-430-2294 if you have any questions.

Continued..

to prioritize and determine what is realistic and what is not by differentiating between "need" and "want." Networking and collegiality is extremely important in my career which would carry over to working with the Foundation. We must establish and maintain the relationships with businesses and stakeholders so as to continue collaborating on future projects. One of the goals should be to revitalize our community while making an impact on the residents to encourage more participation. I am an advocate for assisting those in need while involving them in the process and providing not just goods/money but also resources.

Melissa Frazelle

Irwindale, CA 91706

EXPERIENCE

Pomona Valley Hospital Medical Center, Pomona, CA — *Senior Medical Staff Assistant*

DECEMBER 2020 - PRESENT

Support the Medical Executive Committee Cabinet and Medical Executive Committee. Coordinates all aspects of Judicial Review Committee meetings and works closely with legal counsel. Assist in track and trending to identify and address narcotic wastage issues. Train new MSA's. Acts as a liaison between the medical staff and other departments of the hospital. Maintain working knowledge of the Medical Staff Bylaws and applicable Hospital policies to ensure the medical staff's compliance with stated parameters. Working knowledge of current Joint Commission standards, State and Federal Law pertaining to the Medical Staff. Solely responsible for 12+ Department and Division medical staff committees, including 3 Peer Review Committee. Works with Quality Management and Department/Committee Chairs to address behavior risk issues within the medical staff.

Pomona Valley Hospital Medical Center, Pomona, CA — *Medical Staff Assistant*

JULY 2016 - DECEMBER 2020

Solely responsible for 12+ Department/Division medical staff committees. Facilitated medical staff committee meetings as requested, including notification, agendas, minutes; research and correspondence as required. Managed proctoring for all new provisional physicians in Medicine, Surgery & Orthopedic departments. Initial approval for physicians requesting unsupervised privileges/status change. Assisted Credentialing Director with verifying Primary Source competence, medical and/or professional education, PGYI-III, additional formal training, relevant board certifications, health care affiliations, work history, military experiences, professional references, licensure/certifications, DEA, malpractice coverage and privileges the applicant is requesting. Querying the National Practitioner Data Bank, 805 and Breeze reports as appropriate. Maintained the credentialing database assuring accuracy and completeness. Assisted with orientation of new medical staff members. Created and maintained the Medical Staff Blog in real-time.

Centrelake Imaging & Oncology, Covina, CA — *Director, Contracts & Credentialing*

MARCH 2014 - JULY 2016

Tracked and communicated key medical trends, analysis and actionable insights to assess best partnership opportunities. Provided strategic planning, business development expertise and knowledge of facility service areas regarding contracting and network development which included additions to current networks or setting up new networks in new service areas. Ensured payor contracts were processed to support accurate and efficient claims

SKILLS

Adept in time management, multi-tasking and prioritization.

Strong problem solving and customer/patient/physician service skills.

Leadership and management.

Organization and maintenance of highly confidential/sensitive data.

Reporting, tracking and data analyzation of data.

SOFTWARE

- MD Staff
- Midas
- Cerner Millenium/Sorian
- Medinformatix
- MediTech
- PACS
- EPIC Clinicals & Analytics
- Microsoft Office
- Diligent Board Books
- Lawson Financials
- Imprivata
- Adobe Contribute
- Wordpress
- Go to Meeting/Zoom

LANGUAGES

Spanish, Conversational,
Read/Write/Speak

payments. Resolved routine/complex contract inquiries and fulfilled requests from internal and external business contacts using knowledge of organization policies and procedures. Handle all aspects of contract negotiation including, but not limited to, financial analysis and legal contract review. Proactively identified issues, potential points of failure and quick decisions on ways to improve. Oversaw day-to-day credentialing operations including, but not limited to, ensuring credentialing files were processed timely and in compliance with regulations, timely license and DEA renewals, ongoing monitoring, and hospital privilege applications. Developed, implemented, and improved departmental policies and procedures. Provider recruitment and scheduling.

Valley Imaging Partnership, West Covina, CA — *Manager, Contracts & Credentialing*

APRIL 2002 – MARCH 2014

Pursued new HMO, PPO, Medical Group, Third-Party and IPA Contracts. Worked with Legal Department to develop approved contract templates and enforce utilization. Negotiated contract verbiage, rates and accesses contract performance against standards developed. Negotiated and approved Letters of Agreement and One Time Agreements to ensure patient coverage. Handled all contracting issues affecting reimbursement and patient coverage and continuity of care. Monitored and accessed the external imaging and medical environment for trends. Worked closely with analytics, finance, marketing, claims, U/M, registration and referring physicians to ensure best patient care possible. Monthly reports to form plan of action for higher referrals. Addressed and solved referring physician issues along with providing direct feedback to staff from doctors and patients. Solely responsible for maintaining credentialing files for all of our physicians, technologists and equipment. Knowledge of HCPCS, CPT and ICD-9/10 Codes. Worked directly with Medical Director, COO and Marketing/PR Department in all areas. Authorized physician time off, reviewed timesheet/incentives and approved for payment. Initiated and implemented Team Building exercises and activities.

EDUCATION

University of Phoenix, *Bachelor of Science*

DECEMBER 2013 - JANUARY 2016

Criminal Justice Administration w/concentration in Human Services Management

University of Phoenix, *Associate of Arts*

DECEMBER 2011 – NOVEMBER 2013

Human Services Management.



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JUN 03 2022 3:35pm
CITY OF IRWINDALE
CITY CLERKS DEPT. *fu*

APPLICATION FOR APPOINTMENT
TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

- ☐ Resident
☒ Representative of a Business

Name of Business: _____

Position: _____

Name: Michelle Duran

Address: _____

Occupation: Municipal Reporting Supervisor

Employer: Athens Services

Address: 15045 Salt Lake Ave., Industry, CA 91746

Home Phone: _____ Business Phone: (626) 474-5506

Years in Irwindale: 16 Registered Voter? Yes

Educational background / degree: AA Degree - Accounting

Licenses or Special Certificates: Certificate Program - Bookkeeper

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. Current Resident IOF Boardmember

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

I would appreciate the opportunity to see the foundation continue its growth and to witness firsthand the opportunities they have afforded the community. I look forward to having the opportunity to continue the work we have begun as a team and to share with other business what it is the foundation has done for the community and how their contributions are changing lives. Finally, I feel especially privileged to have the opportunity to serve our community in this capacity.

Application for Appointment
To Irwindale Community Foundation

Page 2

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

I feel that my experience in business and ability to focus on the purpose of the foundation to enhance the community along with
with my personal ethics, makes me an ideal candidate.

Have you applied for any City Board or Commission before? Yes X No

If so, which one? ICF Boardmember and Planning Commission

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

Current ICF Boardmember

23 Years experience in Contract Management

35 Years experience in Municipal Contract Compliance

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature



Date: 6/3/2022

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to: **Irwindale Community Foundation**
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 15, 2022 AT 6:00 P.M.

Please contact the Assistant City Manager at 626-430-2294 if you have any questions.



RECEIVED

JUN 15 2022

CITY OF IRWINDALE
CITY CLERKS DEPT.

3:42pm
JL

APPLICATION FOR APPOINTMENT
TO IRWINDALE COMMUNITY FOUNDATION

Are you applying as a

- ☒ Resident
☐ Representative of a Business

Name of Business: _____

Position: Board Member

Name: Ruben Tapia

Address: _____ St Irwindale

Occupation: Owner / Owner

Employer: Auto Venetian Blinds / Premier ATM

Address: 16079 Central St Irwindale CA 91706

Home Phone: () N/A Business Phone: 626 736 7047

Years in Irwindale: 40 Registered Voter? Yes

Educational background / degree: BA Industrial Design

Licenses or Special Certificates: _____

List any Irwindale, Los Angeles County, or other City committee, board or commission on which you presently serve or have served, and the year served. N/A

Please answer the following questions completely

What are your reasons for wanting to serve on the Irwindale Community Foundation? (Use additional paper, if necessary.)

I would like to continue to be a critical thinker & decision maker that benefits the residents of Irwindale.

Why do you feel that you would make a good Foundation Member? (Use additional paper, if necessary.)

I have served on the foundation since it started and have been active in all aspects of this community.

Have you applied for any City Board or Commission before? Yes X No

If so, which one? Planning & Park / Recreation

Abilities, experiences, and interest which you believe would contribute to your participation in municipal non-profit organization:

I have an honest desire to help the residents of Irwindale. I have demonstrated these abilities & qualities since the foundation started.

PLEASE INCLUDE A RESUME, IF AVAILABLE

Signature: _____



Date: _____

6/15/22

ALL DATA SUPPLIED ON THIS APPLICATION IS CONSIDERED PUBLIC INFORMATION.

Return application to: Irwindale Community Foundation
Laura Nieto, Secretary
5050 N. Irwindale Avenue
Irwindale, CA 91706
LNieto@irwindaleca.gov

DEADLINE TO SUBMIT COMPLETED APPLICATION IS WEDNESDAY, JUNE 15, 2022 AT 6:00 P.M.

Please contact the Assistant City Manager at 626-430-2294 if you have any questions.

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

City of
IRWINDALE
AGENDA REPORT

CC Item 3A

Date: June 22, 2022

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, City Manager

Issue: Public Hearing for Irwindale Business Center Sewer and Street Lighting Maintenance Assessment Districts

City Manager/ Executive Director's Recommendation:

That the City Council:

- 1) Conduct a Public Hearing for public comments; and
- 2) ADOPT RESOLUTION NO. 2022-63-3313 ENTITLED, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 FOR MAINTENANCE, OPERATION, AND CAPITAL REPLACEMENT OF THE CITY'S SANITATION AND SEWAGE SYSTEMS WITHIN THE SEWER MAINTENANCE DISTRICT LOCATED WITHIN THE IRWINDALE BUSINESS CENTER; and
- 3) ADOPT RESOLUTION NO. 2022-62-3312 ENTITLED, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023, FOR MAINTENANCE OF STREET LIGHTING LOCATED WITHIN THE EXISTING IRWINDALE BUSINESS CENTER STREET LIGHTING MAINTENANCE DISTRICT".

Administrative Action:

Submitted by:

Kambiz Borhani, Finance Director/City Treasurer
(626) 430-2268



Prepared by:

Jeanette Duran, Finance Manager



Reviewed by:

Adrian R. Guerra, City Attorney

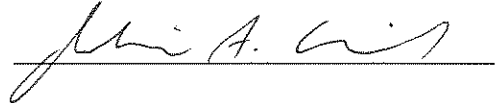
Electronically Approved

Kambiz Borhani, Finance Director/City Treasurer



Approved by:

Julian A. Miranda, City Manager



Background and Analysis:

On or about June 28, 2001, in the Fiscal Year 2001-2002, the City Council of the City of Irwindale ("City Council") adopted the Sewer Maintenance District (Irwindale Business Center) and established a sewer maintenance charge for the Sewer Maintenance District for the manner of levying such charge and maximum amounts to be charged for the fiscal year pursuant to the Improvement Act of 1911 (Streets & Highways Code § 5000 et seq.) ("Act");

Furthermore, in Fiscal Year 2001-2002, the City of Irwindale ("City") formed the Street Lighting Maintenance District (Irwindale Business Center) Resolution Number 2001-42-1762, to generate revenue and finance the cost of providing maintenance for the existing public street lighting system within the Irwindale Business Center. The Irwindale Business Center is a 116-acre private industrial development and the improvements to be maintained within the Street Lighting Maintenance District are appurtenant thereto within and benefiting all assessable parcels of land within the Street Lighting Maintenance District.

In order to maintain the Sewer Assessment District and the Street Lighting Assessment District, both located within the Irwindale Business Center, (each, "Assessment District" and collectively, "Assessment Districts") and to establish the charge rate for the Fiscal Year 2022-2023 assessments, the City retained a professional engineering consulting firm for the preparation of the Engineer's Report for each Assessment District. The Engineer's Report for the Irwindale Business Center Sanitation and Sewage System is prepared in accordance with the methodology stated in Section 5473 of the Health and Safety Code. The Engineer's Report for the Irwindale Business Center Street Lighting Maintenance District is prepared in accordance with the methodology stated in Article 4, Chapter 1, Part 2, Division 15 of the Streets and Highways Code, beginning with section 22565 et seq.

- 1) The proposed assessments will defray the City's costs in the administration of the Assessments Districts. The property owner will have an opportunity to address the City Council concerning the assessment district during the public hearing. Following the completion of the public hearing, the City Council will vote on the property assessments for the street lighting and sewer maintenance charges for Fiscal Year 2022-2023 and instruct the County Assessor's office for the collection through tax bills.
- 2) Copies of the two approved Engineer's Reports are included with the Resolution for each Assessment District.
 - a. The Sewer Maintenance District anticipated assessment Levy is \$1,447.76 per Benefit Unit for Fiscal Year 2022-2023, which is based on the estimated cost of operations, maintenance, and future lift station replacement for that year.
 - b. The Street Lighting Maintenance District assessment to be levied is based upon each parcel within the boundaries of the District and the assessment was based solely on the benefit received from the street light maintenance. The Assessment per Benefit Unit is \$139.09.
- 3) The Public Hearing for the Irwindale Business Center Sewer Maintenance District and Irwindale Business Center Street Lighting Maintenance District have been duly noticed in accordance with applicable laws. Following the completion of the respective Public Hearing, it is recommended that the City Council adopt the corresponding resolutions.

Fiscal Impact:

All costs for the maintenance and administration of the two Assessment Districts are budgeted and accounted for in the City's Irwindale Business Center Assessment District

Funds 44 and 45. There is no impact to General Fund expenditures, and there is nominal revenue reimbursed to the General Fund as administrative overhead for staff time allocated to the two assessment districts.

Attachment:

- Resolution No. 2022-62-3312
- Irwindale Business Center Street Lighting Maintenance District Engineer's Report
- Resolution No. 2022-63-3313
- Irwindale Business Center Sewer Maintenance District Engineer's Report

RESOLUTION NO. 2022-63-3313

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE,
CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS
FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022 AND ENDING
JUNE 30, 2023 FOR MAINTENANCE, OPERATION, AND CAPITAL
REPLACEMENT OF THE CITY'S SANITATION AND SEWAGE SYSTEMS
WITHIN THE SEWER MAINTENANCE DISTRICT LOCATED WITHIN THE
IRWINDALE BUSINESS CENTER**

WHEREAS, on or about June 28, 2001, the City Council of the City of Irwindale ("City Council") established a sewer maintenance charge for the Irwindale Business Center for fiscal years 2001-2002, the manner of levying such charge and maximum amounts to be charged for the fiscal year; and

WHEREAS, pursuant to Government Code sections 53750 et seq. a fee or charge is increased for the purposes of Article XIID of the California Constitution, ("Proposition 218") where the methodology used to calculate the fee or charge is revised and the revision results in an increased amount being levied on any person or parcel; and

WHEREAS, pursuant to Proposition 218, in adopting the sewer and maintenance charge for the fiscal year 2001-2002, the City complied with the notice, protest, and hearing requirements of Government Code sections 53750 et seq. and Proposition 218; and

WHEREAS, an Engineer's Report entitled "Sewer Maintenance Charge (Irwindale Business Center)" ("Engineer's Report") for Fiscal Year 2022-2023 has been prepared and filed with the City Clerk and all interested persons are referred to the attached Engineer's Report for a full and detailed description of the sewer fees and charges (collectively "Sewer Maintenance Charge") and boundaries thereof, the work and the proposed amount and parcels within the boundaries subject to such Sewer Maintenance Charge; and

WHEREAS, the City Council and the City Council has duly considered each and every part of the Engineer's Report; and

WHEREAS, the Engineer's Report has not changed the methodology, formula or range of calculating the Sewer Maintenance Charge as that approved by the City Council for the 2001-2002 fiscal year, and as such, the notice, protest and hearing requirements of Government Code sections 53750 et seq. or Proposition 218 are inapplicable to the adoption and imposition of the Sewer Maintenance Charge.

THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES
RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are true and correct.

SECTION 2. Following publication, as required by Section 5473.1 of the California Health and Safety Code, the City Council has held a hearing to hear and consider all objections or protests to the Engineer's Report. The City Council hereby finds and determines that protests have not been made by the owners of a majority of separate parcels of property described in the Engineer's Report.

SECTION 3. That pursuant to Section 5473.3 of the Health and Safety Code, the Engineer's Report filed with the City Clerk on May 25, 2022, is hereby approved and adopted and the Sewer Maintenance Charge is hereby determined and ordered to be the charges and fees for each legal parcel of land in the assessable parcels of land within the District for the Fiscal Year 2022-2023, for the maintenance of the City's sanitation and sewerage system within the District. The amount of the Sewer Maintenance Charge shall constitute a lien against the lots or parcels of land against which the Sewer Maintenance Charge has been imposed as provided in Section 5473.5 of the Health and Safety Code.

SECTION 4. As provided in Sections 5470 *et seq.* of the Health and Safety Code, the Director of Public Works/City Engineer and City Clerk are hereby authorized and directed to make the necessary filings for the City of Irwindale for Fiscal Year 2022-2023 concerning the Sewer Maintenance Charge as part of the property tax collection procedure. The Sewer Maintenance Charge shall be collected on the tax roll in the same manner, by the same person, and at the same time, as together with and not separately from, the general property taxes, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties as the general property taxes.

SECTION 5. The City of Irwindale provides sewer services to the properties described in the Engineer's Report and the City will incur expenses for operation and maintenance of the System. The City Council does hereby determine that the public interest, convenience and necessity require that the Sewer Maintenance Charge, as proposed, be imposed upon all real properties located within Tract No. 25436 and be collected by placing the same on the tax bills issued pursuant to rolls for collection. Passage of this Resolution shall constitute the imposition of the Sewer Maintenance Charge for the fiscal year referred to in the Engineer's Report.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution and the Engineer's Report and forward a certified copy hereof to the Tax Collector and Auditor of the County of Los Angeles.

PASSED, APPROVED, AND ADOPTED, this 22nd day of June, 2022.

Larry G. Burrola, Mayor

ATTEST:

Laura Nieto
Chief Deputy City Clerk

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

I, Laura Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2022-63-3313 was duly adopted by the City Council of the City of Irwindale, at a regular meeting held on the 22nd day of June 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura Nieto, MMC
Chief Deputy City Clerk



City of Irwindale

Sewer Maintenance District (Irwindale Business Center)

2022/2023 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: May 25, 2022

Public Hearing: June 22, 2022

27368 Via Industria
Suite 200
Temecula, CA 92590
T 951.587.3500 | 800.755.6864
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Property Tax Information Line
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www.willdan.com



ENGINEER'S REPORT AFFIDAVIT
Establishment of Sewer Maintenance Charge for the:

Irwindale Business Center

City of Irwindale
Los Angeles County, State of California

This Report identifies the parcels within the District, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 7th day of June, 2022.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Irwindale



By: Chonney Gano
Chonney Gano
Project Manager, District Administration Services

By: Tyrone Peter
Tyrone Peter
P. E. # C 81888

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached was filed with me on the ____ day of _____, 2022

By: _____
City Clerk, City of Irwindale
Los Angeles County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached was approved and confirmed by the City Council of the City of Irwindale, California, on the ____ day of _____, 2022.

By: _____
City Clerk, City of Irwindale
Los Angeles County, California

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I. Introduction

To establish a revenue source based on benefit to property for funding the maintenance of public sewer facilities in the 116-acre private development, Irwindale Business Center, the City Council directed the City Engineer to facilitate the formation of the Sewer Maintenance Charge (Irwindale Business Center) (the "District") under the Health and Safety Code ("H&SC"), Sections 5470 et. seq., entitled "Sanitation and Sewerage Systems" which provides a method for collecting funds for the maintenance of sewer facilities on the property tax bills. The funding supported the maintenance of a sewer system and a lift station and the future replacement of the lift station (estimated for the year 2026) in the area known as the Irwindale Business Center.

In Fiscal Year 2001/2002, the City Council of the City of Irwindale (the "City") established the Sewer Maintenance Charge (Irwindale Business Center). The noticing and balloting requirements and other applicable provisions of Article XIID of the California State Constitution were followed with respect to the formation of the Sewer Charge. It was determined that the sewer maintenance charge was a property-related charge and should be levied upon each parcel within the boundaries of the Irwindale Business Center. A maximum charge rate of \$829.38 per benefit unit ("BU") was established for Fiscal Year 2001/2002.

The rate imposed each year will be based on the estimated cost of operations, maintenance, and future lift station replacement for that year. For any year in which all other rates imposed under the Sewer Charge are adjusted by the change in the Consumer Price Index ("CPI"), the maximum rate will also be adjusted by the CPI.

Section 5473 of the H&SC requires this Engineer's Report ("Report") to be prepared and filed with the City Clerk each year for the purpose of establishing the charge rate. The charge rate for Fiscal Year 2022/2023 is presented herein in accordance with the methodology as set forth below.

Following approval of this Report, the City Council will hold a public hearing to provide an opportunity for any interested person to be heard. At the conclusion of the public hearing, the City Council may adopt a resolution confirming the levy of the charge as proposed or as modified.

II. Description of the Improvements

The City's existing sewer system facilities in the Irwindale Business Center include approximately 7,500 L.F. of 8" to 12" VCP gravity public sewer main and a sewer lift station, (3'-6" X 14", 1400 GPM, 75 HP dry well pumps and a 12,000 gallon wet well) built to capacity for the project.

III. Estimate of Cost

The cost of operation, maintenance, servicing of the improvements and the replacement of the lift station for Fiscal Year 2022/2023, as described above, are summarized herein and described as below.

SEWER MAINTENANCE COST ESTIMATE FOR FISCAL YEAR 2022/2023	
Beginning Fund Balances (07/01/2022)	
Lift Station Replacement Fund Balance	\$286,496
Total Beginning Fund Balances	\$286,496
Budget Items	
Annual Maintenance Cost (Sewer)	\$12,000
Annual Maintenance Cost (Lift Station)	10,000
Engineering & Administrative Services	21,090
District Administration	1,900
Public Notice Publication	620
Legal Fees	170
Maintenance & Administration Costs	\$45,780
Replace Lift Station / Bypass System ⁽¹⁾	\$114,313
Loan Repayment ⁽²⁾	0
Loan Interest Expense	0
Balance to Levy ⁽³⁾	\$160,093
Total BU	110.58
Levy per BU FY 2022/2023	\$1,447.76
Max Rate per BU FY 2022/2023	\$1,447.76
Estimated Ending Fund Balances (06/30/2023)	
Lift Station Replacement Fund Balance ⁽¹⁾	\$400,809
Total Ending Fund Balances	\$400,809

(1) Annual cost for the replacement of the lift station at the end of its useful life estimated to occur in the year 2016. This cost was estimated to be \$750,000 in 2000. Due to increased equipment, material, and labor costs in 2007 the Los Angeles County Maintenance Division recommended a 30% increase to this estimate to a cost of replacement of \$975,000. In addition, in 2014 the Los Angeles County Maintenance Division recommended construction of a bypass system to allow for continuous operation while routine maintenance continues to be performed on the gravity sewer main. Furthermore, the replacement of the station sewer piping shall use stainless steel pipes instead of ductile iron pipes. This increased the cost from \$975,000 to \$1,325,000. The replacement of the gravity sewer main was scheduled to begin in Fiscal Year 2014/2015 and was estimated to be completed in 2-3 years. As such, the total amount to collect became \$1,325,000 - \$825,000 (Collected through Fiscal Year 2013/2014) = \$500,000 over the next 6 years starting Fiscal Year 2014/2015. Annual charge starting Fiscal Year 2014/2015 = \$500,000/6 years = \$83,333.33 per year. However, the City unexpectedly did emergency repair and replacement in Fiscal Year 2014/2015, as explained below, which depleted the funds. The City will continue to collect toward the Lift Station replacement to the maximum capacity allowed in order to replenish the fund.

(2) In Fiscal Year 2014/2015, the City replaced two deteriorated 10" main sewer discharge pipes at the lift station with two 8" high-density polyethylene pipes to prevent sewer spillage and to resume normal operations of the station. These two main sewer discharge pipes extend from the lift station along Charter Street and Tapia Street and the two main lines connect to the County Sanitation District Sewer Main line on Irwindale Avenue. The fund balance in the District did not have sufficient funds to cover the entire cost of the project. The City Council approved a loan from the General Fund in the amount of \$375,000 to be paid off over 5 years with interest to cover this cost. First year loan repayment to start in Fiscal Year 2015/2016 and end in Fiscal Year 2019/2020. The loan was repaid in Fiscal Year 2019/2020.

(3) The net amount to be assessed upon assessable lands within the District being the total operating, maintaining, and servicing costs. Actual levy to the Los Angeles County will vary due to rounding.

IV. Method of Apportionment and Rate Calculator

The land use for all of the parcels within the boundaries of the Sewer Maintenance Charge area as the area fully develops will be industrial. It has been determined that the sewer maintenance charge is a property related charge, and that a charge based on parcel acreage is a reasonable method for apportioning the maintenance costs. The special benefit will be expressed as a Benefit Unit ("BU"). For every parcel one benefit unit (1.00 BU) will be assigned per acre.

- Developed and undeveloped parcels will be assessed one (1) benefit unit per acre.
- Exempt from the assessment would be the areas of public streets, public easements and rights-of-ways. Also exempt from assessment would be utility rights-of-way, common areas, and sliver parcels not developable, as these parcels do not benefit from the improvements.

The sewer lift station located on parcel 8417-036-900, the storm water detention basin on parcel 8417-027-094 which later became parcel 8417-027-908 and the utility easement to Valley County Water District on parcel 8417-035-900 do not benefit from the sewer system, and are exempt from the maintenance charge.

Southern California Edison has purchased parcel 8417-036-002 which became 8417-036-800. This parcel is not exempt from the Sewer Maintenance Charge and is assessed as parcel 9014-800-001 (State Board of Equalization assigned parcel number or "SBE").

	Parcels	Acreage	Benefit Units
Developed and Undeveloped	23	110.58	110.58
Exempt	3	0.00	0.00
Total	26	110.58	110.58

The Fiscal Year 2022/2023 Sewer Maintenance Charge rate is calculated as follows:

The Maximum Allowable Assessment rate for Fiscal Year 2022/2023 is \$1,447.76 The rate is calculated by adjusting the maximum rate established for Fiscal Year 2001-02 of \$829.38 per BU by the Consumer Price Index ("CPI") for All Items, All Urban Consumers for the Los Angeles-Long Beach-Anaheim, Area for the prior year (CPI April 2021 = 285.808, CPI April 2022 = 308.302, increase of 74.576% cumulatively).

Sewer Maintenance Total Costs: \$160,093.30

Sewer Maintenance Charge Rate Fiscal Year 2022/2023:

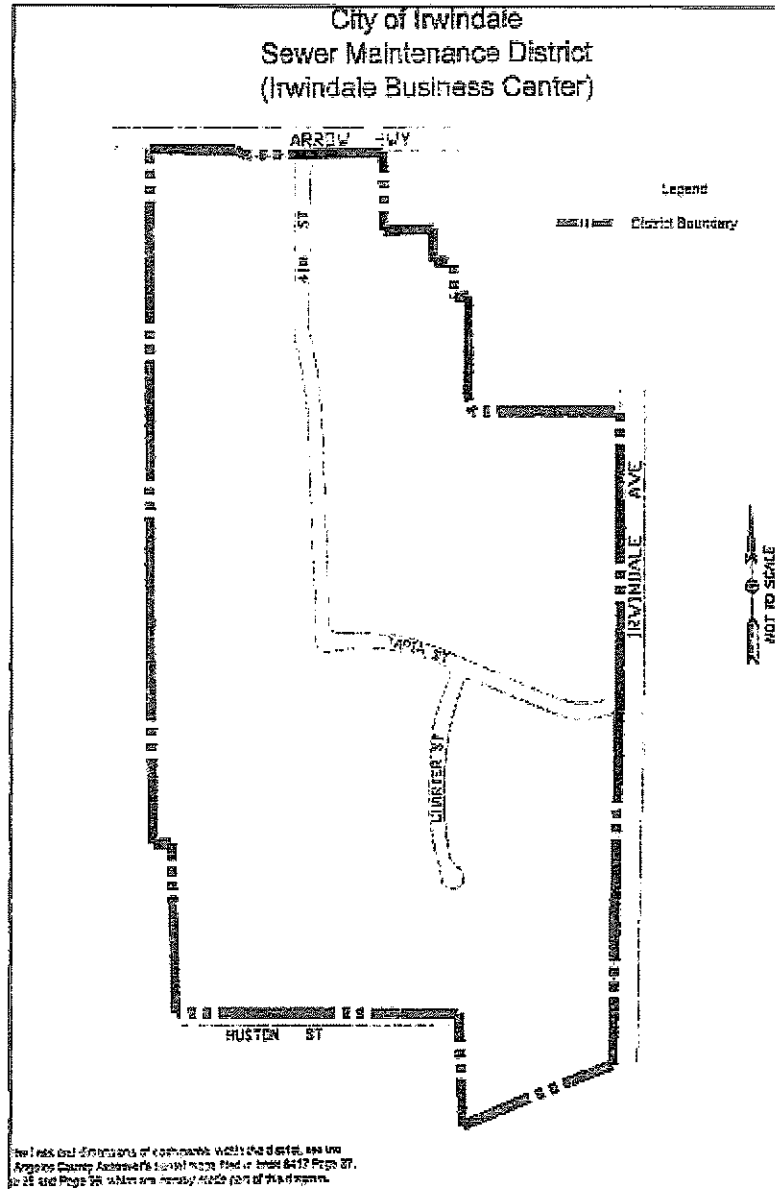
$\$160,093.30 \div 110.58 \text{ Total BU} = \$1,447.76/\text{BU}$

Maximum Sewer Maintenance Charge Rate: \$1,447.76 /BU

This maximum rate reflects the April 2021 to April 2022 CPI increase of 7.87% over last year's maximum rate of \$1,447.76

V. District Assessment Diagram

The lines and dimensions of each lot or parcel within the Sewer Maintenance District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles, and are incorporated by reference herein and made part of this Report.



VI. 2022/2023 Assessment Roll

The proposed Fiscal Year 2022/2023 charges apportioned to each parcel, as shown on the latest roll of the Assessor's Office, are below. The description of each lot or parcel is part of the records of the Assessor of the County of Los Angeles and these records are by reference made part of this Report.

**City of Irwindale
Sewer Maintenance Charge (Irwindale Business Center)
Fiscal Year 2022/2023 Preliminary Assessment Roll**

Assessor's Parcel Number	Situs	Address	Taxable Acreage	Benefit Unit Factor	EBU	Charge
8417-027-088	4775	IRWINDALE AVE	5.41	1.0	5.41	\$ 7,832.38
8417-027-089	15800	TAPIA ST	3.87	1.0	3.87	5,602.83
8417-027-090	4821	CHARTER ST	6.49	1.0	6.49	9,395.96
8417-027-091	4889	4TH ST	10.73	1.0	10.73	15,534.46
8417-027-092	4821	4TH ST	3.03	1.0	3.03	4,386.71
8417-027-093	4818	4TH ST	4.77	1.0	4.77	6,905.82
8417-035-006	5091	4TH ST	15.01	1.0	15.01	21,730.88
8417-035-007	4981	4TH ST	8.03	1.0	8.03	11,625.51
8417-035-008	4982	4TH ST	2.02	1.0	2.02	2,924.48
8417-035-009	5012	4TH ST	2.14	1.0	2.14	3,098.21
8417-035-010	5082	4TH ST	5.82	1.0	5.82	8,425.96
8417-035-011	5086	4TH ST	4.66	1.0	4.66	6,746.56
8417-035-012	15751	TAPIA ST	4.17	1.0	4.17	6,037.16
8417-035-013	15761	TAPIA ST	8.68	1.0	8.68	12,566.56
8417-035-014	5027	IRWINDALE AVE	1.79	1.0	1.79	2,591.49
8417-035-015	4981	IRWINDALE AVE	1.98	1.0	1.98	2,866.56
8417-035-024	15662	ARROW HWY	0.72	1.0	0.72	1,035.15
8417-035-028	15700	ARROW HWY	1.18	1.0	1.18	1,708.36
8417-035-029	15716	ARROW HWY	0.46	1.0	0.46	664.52
8417-035-034	15612	ARROW HWY	0.50	0.0	0.50	723.88
8417-035-035	15642	ARROW HWY	2.22	0.0	2.22	3,219.82
8417-036-001	4781	IRWINDALE AVE	9.92	1.0	9.92	14,364.67
8417-036-800 ⁽¹⁾	4777	IRWINDALE AVE	6.98	1.0	6.98	10,105.36
Total:			110.58		110.58	\$160,093.29
Parcel Count:						23

⁽¹⁾ Assessment for Southern California Edison's parcel was submitted under the company's SBE account 9014-800-001

RESOLUTION NO. 2022-62-3312

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE,
CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS
FOR THE FISCAL YEAR 2022-2023, BEGINNING JULY 1, 2022, AND ENDING JUNE
30, 2023, FOR MAINTENANCE OF STREET LIGHTING LOCATED WITHIN THE
EXISTING IRWINDALE BUSINESS CENTER
STREET LIGHTING MAINTENANCE DISTRICT**

WHEREAS, on June 28, 2001, the City Council of the City of Irwindale (the "City Council") adopted its Resolution forming the Irwindale Street Lighting Maintenance District (the "District") and the levy and collection of assessments therein as set forth in an engineer's report adopted by the City Council and prepared for fiscal year 2001-2002; and

WHEREAS, the improvements to be maintained within the existing District are generally described as including, but not limited to, street lighting and facilities which are appurtenant thereto within and benefiting assessable parcels of land within the District; and

WHEREAS, on May 25, 2022, the City Council adopted Resolution 2022-48-3298 approving the Engineer's Report for Fiscal Year 2022-2023 ("Engineer's Report") and in accordance with Section 4 of Article XIII D of the California Constitution ("Proposition 218") and Article 4 of the "Landscaping and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California (the "Act," and together with Proposition 218, collectively, the "Assessment Law"), the City Council declared its intent to levy and collect assessments for Fiscal Year 2022-2023 within the District, and set a time and place for a public hearing.

**THE CITY COUNCIL OF THE CITY OF IRWINDALE DOES RESOLVE AS
FOLLOWS:**

Section 1. The above recitals are true and correct.

Section 2. Following publication, in accordance with applicable law, the City Council has held a hearing to hear and consider all objections or protests to the Engineer's Report. The City Council hereby finds and determines that protests have not been made by the owners of a majority of separate parcels of property described in the Engineer's Report.

Section 3. The City Council hereby finds that each and every part of the Engineer's Report is sufficient, and the City Council hereby approves, passes on and adopts the Engineer's Report as submitted to the City Council and filed with the Deputy City Clerk. The report as may be amended at or prior to the public hearing shall stand as

the Engineer's Report for the purposes of all subsequent proceedings pursuant to this resolution of Intention.

Section 4. The public interest and convenience require, and the City Council therefore orders the levy and collection of assessments within the District, generally described as including, but not limited to, street lighting and facilities which are appurtenant thereto within and benefiting assessable parcels of land within the District, for the fiscal year 2022-2023.

Section 5. The District shall provide for the installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to, street lighting and facilities which are appurtenant thereto. Reference is made to the Engineer's Report on file in the office of the Deputy City Clerk for a more detailed description of the work to be done, the amount of the proposed assessments and the method of assessment.

Section 6. The contemplated work, in the opinion of the City Council, is of special benefit to, and the City Council hereby makes the expense of said work chargeable upon, all the property within the District, which is more particularly described on a map on file in the office of the Deputy City Clerk, entitled "Irwindale Business Center Street Lighting and Maintenance District."

Section 7. All work proposed shall be done in accordance with the Act.

Section 8. Certification. The Chief Deputy City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 22nd day of June 2022.

Larry G. Burrola, Mayor

ATTEST:

Laura Nieto,
Chief Deputy City Clerk

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

I, Laura Nieto, Chief Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2022-62-3312 was duly passed and adopted at a regular meeting of the Irwindale City Council held on the 22nd day of June 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Laura Nieto
Chief Deputy City Clerk



City of Irwindale

Street Lighting Maintenance District (Irwindale Business Center)

2022/2023 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: May 25, 2022

Public Hearing: June 22, 2022

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Suite 200
Temecula, CA 92590
T 951.587.3500 | 800.755.6864
F 951.587.3510 | 888.326.6864

Property Tax Information Line
T. 866.807.6864

www.willdan.com



ENGINEER'S REPORT AFFIDAVIT
Establishment of Annual Assessments for the:
Street Lighting Maintenance District
(Irwindale Business Center)

City of Irwindale
Los Angeles County, State of California

This Report describes the Street Lighting Maintenance District including the improvements, budget, parcels and assessments to be levied for Fiscal Year 2022/2023, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 7th day of June, 2022.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Irwindale



By: Chonney Gano
Chonney Gano
Project Manager, District Administration Services

By: Tyrone Peter
Tyrone Peter
P. E. # C 81888

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached was filed with me on the ____ day of _____, 2022.

By: _____
City Clerk, City of Irwindale
Los Angeles County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached was approved and confirmed by the City Council of the City of Irwindale, California, on the ____ day of _____, 2022.

By: _____
City Clerk, City of Irwindale
Los Angeles County, California

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I. Introduction

This Engineer's Report ("Report") has been prepared pursuant to and in compliance with the requirements of Article 4, Chapter 1, of the Landscaping and Lighting Act of 1972 (the "1972 Act") which is Part 2, Division 15 of the California Streets and Highways Code and Article XIID of the Constitution of the State of California ("Article XIID"), in Fiscal Year 2001/2002, the City of Irwindale ("City") formed the Street Lighting Maintenance District (Irwindale Business Center) ("District") to generate revenue and finance the cost of providing maintenance for the existing public street lighting system within the Irwindale Business Center. The Irwindale Business Center is a 116-acre private industrial development and the improvements to be maintained within the District are appurtenant thereto within and benefiting all assessable parcels of land within the District.

Noticing and balloting requirements and other applicable provisions of Article XIID were followed with respect to the formation of the District. The assessment to be levied upon each parcel within the boundaries of the District and the assessment was based solely on the benefit received from street light maintenance. A maximum assessment rate of \$97.29 per Benefit Unit ("BU") was established for Fiscal Year 2001/2002. For any year in which all other rates imposed under the District are adjusted by the change in the Consumer Price Index, the maximum rate will also be adjusted by the Consumer Price Index.

II. Facilities Maintained by the District

A) Street Lighting

The public street lighting system within the proposed District boundaries is owned by the Southern California Edison Company and currently consists of 22 lights, as shown below:

No. of Lights	Size in Lumens	Type of Light
22	16,000	High Pressure Sodium Vapor Lamps

III. Plans and Specifications

A) Improvements Authorized by the 1972 Act

As applicable or may be applicable to this proposed District, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or planting of landscaping.

- The installation or construction of statuary, fountains, and other ornamental structures and facilities.
- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the Report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "Maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.

- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

The improvements are the operation, maintenance, rehabilitation and servicing of lighting and appurtenant facilities. The facilities and improvements are described as follows:

B) Lighting and Appurtenant Facilities

Street lighting improvements include but are not limited to: poles, fixtures, bulbs, conduits, and conductors, equipment including guys, anchors, posts and pedestals, metering devices, and appurtenant facilities as required to provide safety lighting and traffic signals in public rights-of-way and dedicated easements within the boundaries of the District.

The public lighting system will be maintained to provide adequate illumination. Power for street lights will be furnished by the Southern California Edison Company, or such agency as determined by the City.

C) Operation

Operation includes, but is not limited to, the furnishing of personnel, electrical energy, materials, contracting services, administration, and other items and functions necessary for the satisfactory operation of the public lighting facilities and appurtenant facilities.

D) Maintenance

Maintenance means the furnishing of services and materials for the ordinary and usual operation, maintenance and servicing of the public lighting facilities and appurtenant facilities.

E) Rehabilitation

Rehabilitation means the repair, removal or replacement of all or part of any of the public lighting facilities or appurtenant facilities as required for their intended function.

F) Servicing

Servicing means the maintenance of any of the public lighting facilities or appurtenant facilities, and the furnishing of electric current or energy, gas or other illuminating agent for the public lighting facilities or appurtenant facilities.

The plans and specifications for the improvements are on file in the office of the City Engineer and are by reference herein made a part of this Report.

IV. Estimate of Cost

The cost of the operation, maintenance, rehabilitation, and servicing of the improvements for Fiscal Year 2022/2023, as described in Part III, are summarized herein and described below the table.

STREET LIGHTING MAINTENANCE COST ESTIMATE FOR FY 2022/2023	
REVENUE	
Beginning Fund Balance (7/01/2022) ⁽¹⁾	\$24,916
Assessments (FY 2022/2023) ⁽²⁾	15,370
Total Revenue	\$40,286
EXPENDITURES ⁽³⁾	
Utilities	
22 Street Lights (16,000 lumens)	
High Pressure Sodium Vapor Lamps	\$2,600
Energy Charge Per Lamp	2,200
Anticipated SOE rate (Increase in FY 2022/2023)	0
Reserve (Fund Balance is able to offset unexpected utility) ⁽⁴⁾	0
Assessment Engineering Services	1,900
District Administration	7,900
Legal Fees	170
Public Notice Publication	600
Total Expenditures	\$15,370
Estimated Fund Balance (6/30/2023)	\$24,916
Assessment per Benefit Unit	\$139.09
Maximum Assessment per Benefit Unit	\$169.83
Max Rate Per BU FY 2022/2023	\$169.83
Levy per BU FY 2022/2023	\$139.09
BU	110.51

Revenues

- (1) The amount of any surplus or deficit in the improvement fund to be carried over from a previous Fiscal Year.
- (2) The net amount to be assessed upon assessable lands within the District being the total operation, maintenance, and servicing costs. Actual levy to the County of Los Angeles will vary slightly due to rounding.

Expenditures

- (3) The total costs for improvements to be made for the year, being the total costs of operation, maintenance, and servicing all existing improvements, including all incidental expenses.
- (4) The expenditures may include a reserve that shall not exceed the estimated costs of maintenance and servicing to December 10 when the City expects to receive its apportionment of assessments from the Los Angeles County. For this Fiscal Year the reserve is not part of the assessment since the fund balance is enough to cover those costs.

V. Method of Apportionment of Assessment

A) General

Part 2 of Division 15 of the Streets and Highways Code, the Landscaping and Lighting Act of 1972, permits the establishment of assessment districts by cities for the purpose of providing certain public improvements which include operation, maintenance, rehabilitation, and servicing of street lights.

The 1972 Act requires that maintenance assessments be levied according to benefit rather than according to assessed value. Section 22573 provides that:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

In addition, Article XIID requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID provides that only special benefits are assessable and the City must separate the general benefits from the special benefits.

B) Proposition 218 Benefit Analysis

In conjunction with the provisions of the 1972 Act, Article XIID addresses several key criteria for the levy of assessments, notably:

Article XIID Section 2(d) defines District as follows:

"District means an area determined by an agency to contain all parcels which will receive a special benefit from a proposed public improvement or property-related service";

Article XIID Section 2(i) defines Special benefit as follows:

"Special benefit" means a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute "special benefit."

Article XIID Section 4(a) defines proportional special benefit assessments as follows:

"An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement,

or the cost of the property related service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.”

This District was formed to establish and provide for the improvements that enhance the presentation of the surrounding properties and developments. These improvements will directly benefit the parcels to be assessed within the District. The assessments and method of apportionment is based on the premise that the assessments will be used to construct and install landscape and lighting improvements within the existing District as well as provide for the annual maintenance of those improvements, and the assessment revenues generated by District will be used solely for such purposes.

The costs of the proposed improvements have been identified and allocated to properties within the District based on special benefit. The improvements to be provided by this District and for which properties will be assessed have been identified as an essential component and local amenity that provides a direct reflection and extension of the properties within the District which the property owners and residents have expressed a high level of support.

The method of apportionment (method of assessment) set forth in the Report is based on the premise that each assessed property receives special benefits from the landscape and lighting improvements within the District, and the assessment obligation for each parcel reflects that parcel's proportional special benefits as compared to other properties that receive special benefits.

To identify and determine the proportional special benefit to each parcel within the District, it is necessary to consider the entire scope of the improvements provided as well as the properties that benefit from those improvements. The improvements and the associated costs described in this Report, have been carefully reviewed and have been identified and allocated based on a benefit rationale and calculations that proportionally allocate the net cost of only those improvements determined to be of special benefit to properties within the District. The various public improvements and the associated costs have been identified as either “general benefit” (not assessed) or “special benefit”.

C) Apportionment by Parcel Size

Acreage has been selected as the principal unit for calculating the special benefit conferred upon the parcels by the street lighting improvements and for apportioning the total assessment. The special benefit will be expressed as Benefit Unit (BU). Every parcel will be assigned one benefit unit (1.0 BU) per acre.

- **All developed and undeveloped parcels.** All parcels will be assessed one (1) benefit unit per acre.
- **Exempt.** Exempt from the assessment would be the areas of public streets, public easements and rights-of-ways. Also exempt from assessment would be utility rights-of-way, common areas, and sliver parcels not developable, as these parcels do not benefit from the improvements. The storm water detention basin on parcel 8417-027-094, which became 8417-027-908 and the utility easement to Valley County Water District on parcel 8417-035-900 do not benefit from the lighting system and are exempt from the lighting assessment.

Southern California Edison has purchased parcel 8417-036-002, which became 8417-036-800. This parcel is not exempt from the lighting assessment and is assessed as State Board of Equalization ("SBE") parcel 9014-800-001.

The sewer lift station located on parcel 8417-036-900 benefits: therefore, it is not exempt and is included in the lighting assessment.

A summary of Benefit Unit (BU) rates is shown in the table below:

<u>Land-Use Category</u>	<u>Basic Unit</u>		<u>BU Factor</u>		<u>BU Rates</u>
Exempt	0 acres	X	0.0	=	0.0 BU/Acre
All other	1 acres	X	1.0	=	1.0 BU/Acre

D) Special Benefit Determination

Street Lighting: Proper maintenance and operation of the street lighting system benefits all properties by enhancing overall safety, mitigating crime, alleviating the fear of crime, and promoting business and industry.

Street lighting provides special and direct benefit to all properties within the District as these lighting benefits are directly related to the positive enhancement of the area and therefore increase property desirability.

E) Assessment Rate Calculation

The Maximum Allowable Assessment rate for Fiscal Year 2022/2023 is \$169.83. This rate is calculated by adjusting the maximum rate established for Fiscal Year 2001/2002 of \$97.29 per Benefit Unit by the Consumer Price Index ("CPI") for All Items, All Urban Consumers for the Los Angeles-Long Beach-Anaheim Area. The maximum rate reflects the April 2021 to April 2022 CPI increase of 7.87% over the maximum rate of \$157.44 for Fiscal Year 2021/2022.

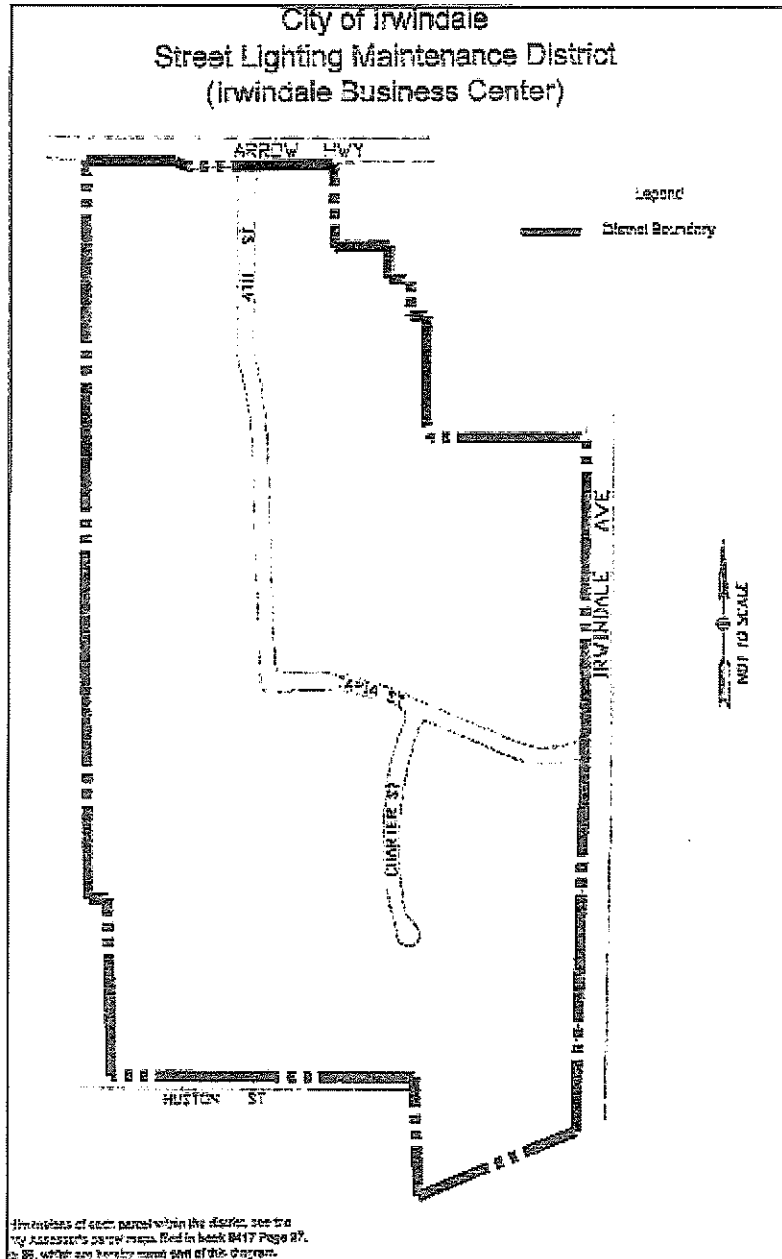
Land Use	Parcels	Acreage	Benefit Units
All Developed and Undeveloped	24	110.51	110.51
Exempt	2	0.00	0.00
Total:	26	110.51	110.51

As shown in the budget in section IV, the assessment rate for Fiscal Year 2022/2023 is \$139.09 per BU.

Each year, as the City maintains the existing street lighting improvements, the rate per BU will be calculated according to the current year's operations and maintenance budget.

VI. Boundary Map

The lines and dimensions of each lot or parcel within the Street Lighting Maintenance District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles, and are incorporated by reference herein and made part of this Report.



VII. Assessment Roll

The proposed Fiscal Year 2022/2023 charges apportioned to each parcel, as shown on the latest roll of the Assessor's Office, are below. The description of each lot or parcel is part of the records of the Assessor of the County of Los Angeles and these records are by reference made part of this Report.

City of Irwindale
Street Lighting and Maintenance District (Irwindale Business Center)
Fiscal Year 2022/2023
Preliminary Assessment Roll

Assessor's Parcel Number	Situs	Address	Taxable Acreage	Benefit Unit Factor	EBU	Charge
8417-027-088	4775	IRWINDALE AVE	5.41	1.0	5.41	\$752.48
8417-027-089	15800	TAPIA ST	3.87	1.0	3.87	538.28
8417-027-090	4821	CHARTER ST	6.49	1.0	6.49	902.69
8417-027-091	4889	4TH ST	10.73	1.0	10.73	1,492.44
8417-027-092	4821	4TH ST	3.03	1.0	3.03	421.44
8417-027-093	4818	4TH ST	4.77	1.0	4.77	663.46
8417-035-006	5091	4TH ST	15.01	1.0	15.01	2,087.74
8417-035-007	4981	4TH ST	8.03	1.0	8.03	1,116.89
8417-035-008	4982	4TH ST	2.02	1.0	2.02	280.96
8417-035-009	5012	4TH ST	2.14	1.0	2.14	297.65
8417-035-010	5082	4TH ST	5.82	1.0	5.82	809.50
8417-035-011	5086	4TH ST	4.66	1.0	4.66	648.16
8417-035-012	15751	TAPIA ST	4.17	1.0	4.17	580.01
8417-035-013	15761	TAPIA ST	8.68	1.0	8.68	1,207.30
8417-035-014	5027	IRWINDALE AVE	1.79	1.0	1.79	248.97
8417-035-015	4981	IRWINDALE AVE	1.98	1.0	1.98	275.40
8417-035-024	15662	ARROW HWY	0.72	1.0	0.72	99.45
8417-035-028	15700	ARROW HWY	1.18	1.0	1.18	164.13
8417-035-029	15716	ARROW HWY	0.46	1.0	0.46	63.84
8417-035-034	15612	ARROW HWY	0.50	1.0	0.50	69.55
8417-035-035	15642	ARROW HWY	1.95	1.0	1.95	271.23
8417-036-001	4781	IRWINDALE AVE	9.92	1.0	9.92	1,380.05
8417-036-800 ⁽¹⁾	4777	IRWINDALE AVE	6.98	1.0	6.98	970.85
8417-036-900	NO	SITUS AVAILABLE	0.20	1.0	0.20	27.82
Total:			110.51		110.51	\$15,370.29
Parcel Count:						24

⁽¹⁾ Assessment for Southern California Edison's parcel is submitted under the company's SBE account 9014-800-001

Note: Totals may not foot and total Balance to Levy differs slightly from assessment roll due to rounding.

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

SA Item 1A1

**MAY 26, 2022
WEDNESDAY
9:38 P.M.**

The Irwindale **SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY** met in regular session at the above time and place.

ROLL CALL:

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

Present: Julian A. Miranda, City Manager; Adrian Guerra, City Attorney; Ty Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering / Building Official; Kambiz Borhani, Finance Director / City Treasurer; Marilyn Simpson, Community Development Director; Mary Hull, Human Resources Manager, Elizabeth Rodriguez, Public Services Director; Jeff Wagner, Information Technology Manager; Iris Espino, Assistant to the City Manager; and Armando Hegdahl, Management Analyst

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Councilmember Breceda, seconded by Councilmember Ortiz, to approve Consent Calendar. The motion was unanimously approved.

**ITEM NO. 1A1
MINUTES**

MINUTES

The following minutes were approved:

- 1) Special Joint meeting held May 11, 2022
- 2) Regular meeting held May 11, 2022

**ITEM NO. 1B
WARRANTS**

WARRANTS

The warrants were approved.

END OF CONSENT CALENDAR

NEW BUSINESS

None.

PUBLIC HEARINGS

None.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:39 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

SA Item 1A3

**JUNE 8, 2022
WEDNESDAY
8:08 P.M.**

The Irwindale **SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY** met in regular session at the above time and place.

ROLL CALL:

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

Present: Julian A. Miranda, City Manager; Adrian Guerra, City Attorney; Ty Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering / Building Official; Kambiz Borhani, Finance Director / City Treasurer; Marilyn Simpson, Community Development Director; Mary Hull, Human Resources Manager, Elizabeth Rodriguez, Public Services Director; Jeff Wagner, Information Technology Manager; Iris Espino, Assistant to the City Manager; and Laura Nieto, Chief Deputy City Clerk

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

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. 1A1
MINUTES**

MINUTES

None for approval

**ITEM NO. 1B
WARRANTS**

WARRANTS

None for approval

**ITEM NO. 1C
INVESTMENT POLICY
REVIEW AND
DELEGATION OF
INVESTMENT
AUTHORITY**

**INVESTMENT POLICY REVIEW AND DELEGATION OF
INVESTMENT AUTHORITY (Joint Item on City Council, Successor
Agency, Housing Authority, and Reclamation Authority agendas)**

**RESOLUTIONS
ADOPTED**

Joint Resolution Nos. 2022-54-3304, SA 2022-55-3305, HA 2022-12-122, and RA 2022-03-030, entitled:

**"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE, SUCCESSOR AGENCY BOARD, HOUSING
AUTHORITY BOARD, AND RECLAMATION AUTHORITY BOARD
RATIFYING THE CITY OF IRWINDALE INVESTMENT POLICY,
AND DELEGATING AUTHORITY TO THE CITY TREASURER TO
INVEST THE SURPLUS FUNDS OF THE CITY OF IRWINDALE,**

IRWINDALE SUCCESSOR AGENCY, IRWINDALE HOUSING AUTHORITY, AND IRWINDALE RECLAMATION AUTHORITY," was adopted.

END OF CONSENT CALENDAR

NEW BUSINESS None.

PUBLIC HEARINGS None.

ADJOURNMENT There being no further business to conduct, the meeting was adjourned at 8:10 p.m.

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

HA Item 1A1

**MAY 26, 2022
WEDNESDAY
9:39 P.M.**

The Irwindale **HOUSING AUTHORITY** met in regular session at the above time and place.

ROLL CALL:

Present: Board Members Mark A. Breceda, Manuel R. Garcia,
H. Manuel Ortiz, Vice Chair Albert F. Ambriz; Chair Larry G. Burrola

Also present: Julian A. Miranda, Executive Director; Adrian Guerra,
Board Attorney; Jamie Traxler, Assistant Board Attorney; Ty
Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering /
Building Official; Kambiz Borhani, Finance Director / City Treasurer;
Marilyn Simpson, Community Development Director; Mary Hull,
Human Resources Manager, Elizabeth Rodriguez, Public Services
Director; Jeff Wagner, Information Technology Manager; Iris Espino,
Assistant to the City Manager; and Armando Hegdahl, Management
Analyst

**CHANGES TO THE
AGENDA**

None.

**SPONTANEOUS
COMMUNICATIONS**

BOARD MEMBER
BRECEDA

Board Member Breceda declared a potential conflict of interest,
recused himself from the meeting, and exited the Council Chambers.

FRED BARBOSA

Fred Barbosa requested that the Board Attorney provide his written
opinion on contracts case law and on statutes of limitations.

CONSENT CALENDAR

MOTION

A motion was made by Vice Chair Ambriz, seconded by Board
Member Ortiz, to approve Consent Calendar. The motion was
unanimously approved; Board Member Breceda absent.

**ITEM NO. 1A
MINUTES**

MINUTES

The following minutes were approved as presented:

- 1) Special Joint meeting held May 11, 2022
- 2) Regular meeting held May 11, 2022

ITEM NO. 1B
CONSIDERATION OF
APPROVAL OF
AMENDMENT NO. 1 TO
AFFORDABLE HOUSING
AGREEMENT, OPTION
TO PURCHASE AND

CONSIDERATION OF APPROVAL OF AMENDMENT NO. 1 TO
AFFORDABLE HOUSING AGREEMENT, OPTION TO PURCHASE
AND DECLARATION OF COVENANTS RUNNING WITH LAND FOR
4612 FRAIJO AVENUE TO IMPLEMENT EQUITY SHARING POLICY

- 1) Amendment No. 1 to Affordable Housing Agreement, Option to
Purchase and Declaration of Covenants Running with Land between

DECLARATION OF
COVENANTS
RUNNING WITH LAND
FOR 4612 FRAIJO AVE.
TO IMPLEMENT
EQUITY SHARING
POLICY

Irwindale Housing Authority and Rudy Gallardo, was approved, and 2) the Executive Director was authorized to execute Amendment No. 1 subject to Authority Counsel approval as to form.

ITEM NO. 1C
CLAIM: FRED &
REBECCA BARBOSA
VS. CITY OF
IRWINDALE /
IRWINDALE HOUSING
AUTHORITY

CLAIM: FRED & REBECCA BARBOSA VS. CITY OF IRWINDALE / IRWINDALE HOUSING AUTHORITY (Joint Item on City Council agenda)

Staff was directed to return the claim due to its untimely filing on behalf of the City and Housing Authority and the City Manager / Executive Director was directed to speak to the claimants regarding their claim (see the City Council minutes for further details).

NEW BUSINESS

ITEM NO. 2A
MAY 25, 2022
HOUSING WORKSHOP
UPDATE

MAY 25, 2022 HOUSING WORKSHOP UPDATE (Joint Item on the City Council agenda)

DIRECTOR SIMPSON

Director Simpson introduced the staff report. She also introduced Mr. Matt Kowta from BAE Consultants.

EXECUTIVE DIRECTOR
MIRANDA

Responding to a question by Executive Director Miranda, Board Attorney Guerra advised that this item relates to a General Plan housing workshop and it is not tied to any specific site, and as such, there does not appear to be any conflicts of interest with the Board Members.

MATT KOWTA

Matt Kowta reviewed the PowerPoint presentation he made at last night's housing workshop and noted that the workshop did not discuss any city-sponsored housing developments.

DIRECTOR SIMPSON

Director Simpson elaborated on the staff report and discussed the comments received during the workshop.

BOARD MEMBER
ORTIZ

In reply to a question by Board Member Ortiz, Mr. Kowta indicated that the entire process to have the housing element approved by HCD would take another year. Once the draft is submitted to HCD, a mandatory 90-day review period would be held, followed by a 30-day public review period. Any necessary changes would be incorporated before re-submitting to the HCD.

MATT KOWTA

Mr. Kowta advised that staff is continuously seeking input and will refine suggestions before asking the Board to adopt the Housing

Element as part of the General Plan. He noted that this step will likely take place over a year from now.

VICE CHAIR AMBRIZ

Vice Chair Ambriz noted that city residents have a great interest in future housing within the city. He suggested that the Board take time to review all the information and comments that have been made thus far and hold-off on providing direction today in an effort to ensure that the Board makes the best possible decision.

BOARD MEMBER
GARCIA

In response to a question by Board Member Garcia, Mr. Kowta spoke on the availability of overlay zones to allow the development of different types of zoning in specific areas.

CHAIR BURROLA

Chair Burrola asked whether the development of senior housing units would count toward the City's RHNA numbers, to which Mr. Kowta confirmed that they would if they are self-contained, apartment-type units.

Chair Burrola asked whether the Housing Element could be modified once submitted to HCD, to which Mr. Kowta confirmed that it could be. He added that, if a certain area is identified as an appropriate site for housing development, but subsequently removed, then under the "no net loss" rule, the City would have to identify an alternate location and maintain the same capacity.

Chair Burrola thanked staff for the presentation. He then agreed with Vice Chair Ambriz's suggestion to take time to think about the housing needs of the city while also considering all the suggestions that have been made.

MATT KOWTA

Mr. Kowta cautioned that the process needs to move as quickly as possible since the City is operating under certain deadlines, including one that has already passed.

MICHELLE DURAN

Michelle Duran thanked staff for the informative workshop held yesterday and urged the Board to consider using property along Allen Drive for housing only and for no other purposes. She suggested possibly developing senior housing and multi-family units on the site due to its proximity of amenities such as the park. She also suggested that consideration be given to a property near Duarte "where the truck parking is."

ROBERT DURAN

Robert Duran concurred with Michelle Duran and suggested keeping housing developments near the hub of the city.

DENA ZEPEDA

Dena Zepeda spoke on her interpretation of conflicts of interest and suggested developing housing on Allen Drive since residents living near the city's outskirts feel left out. She also spoke in favor of

developing mixed-income units to avoid segregating certain income-level households.

ANTHONY NARANJO Anthony Naranjo also thanked staff for the presentation and stated his belief about the need for the Board to act quickly and begin making decisions. He also stated his belief that housing needs have changed and that the priority should be focused on developing multi-family units.

DIRECTOR SIMPSON As requested by Executive Director Miranda, Director Simpson reviewed the suggestions made at last night's workshop.

VICE CHAIR AMBRIZ Vice Chair Ambriz reiterated his desire to take time to process the information received and further discuss the matter at the first Council meeting in July.

BOARD MEMBER ORTIZ Board Member Ortiz agreed with Vice Chair Ambriz about the need to process the information received. He spoke on the potential for housing to be developed on the various sites that were presented, with the principal focus on Allen Drive.

BOARD MEMBER GARCIA Board Member Garcia agreed and stated that he would like the opportunity to visit all the proposed sites to get a better feel of the locations, with Allen Drive being the priority for housing development. He also requested a copy of the information provided at last night's workshop so he can review it and provide additional feedback.

BOARD MEMBER BRECEDA Board Member Breceda stated that there are some sites that he would like to look into.

CHAIR BURROLA Chair Burrola thanked staff for the workshop and for all the information provided to the public thus far. He also acknowledged the public's apparent preference to develop housing on Allen Drive, and suggested possibly further discussing this information at the next Board meeting.

Responding to a question by Chair Burrola, Mr. Kowta indicated that staff does not necessarily need to know a specific number of homes to be developed at this time. However, now that Allen Drive seems to be the prime location, it is very important to determine the type of housing that should be developed there, as well as determine where higher-density units could be placed. He requested Board input, perhaps at the next meeting, on the amount of units to be developed per income category.

VICE CHAIR AMBRIZ Vice Chair Ambriz reiterated his belief that the Board needs more time to analyze, and suggested further discussion at the first meeting in July.

EXECUTIVE DIRECTOR MIRANDA	Executive Director Miranda noted that the City is at a stage where certain information relating to the Housing Element needs to be provided to HCD. He acknowledged that some matters would need to be brought back, but spoke in support of developing conversations and decisions with forward momentum.
DIRECTOR SIMPSON	Director Simpson noted that the 5 th Cycle Housing Element already identified three acres for development at Allen Drive, with 21 units per acre, and as such, the City has already committed to this amount. Now the City would need to analyze the remaining 7 acres at the site. She added that property owners might contact the City with the desire to rezone their land.
BOARD MEMBER GARCIA	Board Member Garcia suggested for community members to draw renderings of what they would prefer to see developed.
BOARD ATTORNEY GUERRA	Board Attorney Guerra reiterated Executive Director Miranda's concern and noted that, under state law, the City must have its housing element adopted and the Zoning Code implemented by October 15 of this year, which does not allow for much time. He acknowledged Vice Chair Ambriz's request for additional time to process the information received, but urged the Board to take concrete steps. He noted that many prefer developing housing at Allen Drive; perhaps the Board could place the discussion of the Allen Drive site on the agenda for the next meeting in an effort to make good-faith efforts in meeting the October deadline.
CHAIR BURROLA	Chair Burrola requested that this item be brought back at the next Board meeting. He requested that the Allen Drive site be studied for the potential development of housing at the site.
MOTION	A motion was made by Vice Chair Ambriz, seconded by Board Member Ortiz, to discuss the 10-acre site and its potential for development at the next Council meeting. No roll call was held.
DIRECTOR SIMPSON	Director Simpson noted that, in addition to the Housing Element, staff would also be analyzing the General Plan Element, Safety Element, and a new item called the Environmental Justice Element.
<u>ITEM NO. 2B</u> FY 2022-2023 BUDGET WORKSHOP #2	FY 2022-2023 BUDGET WORKSHOP #2 (Joint Item on City Council and Reclamation Authority)
DIRECTOR BORHANI	Director Borhani presented the staff report as well as a PowerPoint presentation.
BOARD MEMBER ORTIZ	Board Member Ortiz noted minor corrections to information presented in the report relating to the proposed Zumba Gold classes and Mariachi performances.

- DISCUSSION HELD Discussion was held relating to the following:
- 1) Costs of hiring a certified trainer as compared to the costs in training staff to become certified trainers, and whether staff is willing to be trained.
 - 2) The Parks & Recreation Commission originally proposed the idea to have a certified trainer assist in the weight room.
 - 3) The costs involved in upgrading the audio / video components in the Council Chambers.
 - 4) The costs of purchasing vs. renting a portable stage and its availability under each scenario.
 - 5) Costs and availability of training for members of the Public Works Services team.
- CHAIR BURROLA Chair Burrola suggested for staff to check whether staff members are willing to be trained to serve as certified trainers in the weight room, and for instructional videos be displayed on monitors at the weight room for those individuals that are interested in learning how to use the machines. He also suggested that the portable stage be rented instead of having the city purchase one.
- REBECCA BARBOSA Rebecca Barbosa spoke on her training experiences during her time working for the City.
- EXECUTIVE DIRECTOR MIRANDA Executive Director Miranda briefly spoke on the potential funding sources that Assistant City Manager Olivares is working on securing for shovel-ready projects.
- BOARD ATTORNEY GUERRA Board Attorney Guerra noted that the next steps in adopting the budget would be to prepare an ordinance and introduce it at a City Council meeting for first reading then at another meeting for second reading and adoption.
- MOTION A motion was made by Vice Chair Ambriz, seconded by Board Member Breceda, to approve the costs associated with training five staff members to take certified trainer courses and include in the FY 2022/2023 budget. The motion was unanimously approved.
- MOTION A motion was made by Board Member Ortiz, seconded by Board Member Breceda, to approve the costs associated with renting a portable stage and including in the FY 2022/2023 budget. The motion was unanimously approved.
- ADJOURNMENT** There being no further business to conduct, the meeting was adjourned at 9:42 p.m.

Laura M. Nieto, MMC
Chief Assistant Authority Secretary

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

HA Item 1A3

**JUNE 8, 2022
WEDNESDAY
8:10 P.M.**

The Irwindale **HOUSING AUTHORITY** met in regular session at the above time and place.

ROLL CALL:

Present: Board Members Mark A. Breceda, Manuel R. Garcia,
H. Manuel Ortiz, Vice Chair Albert F. Ambriz; Chair Larry G. Burrola

Also present: Julian A. Miranda, Executive Director; Adrian Guerra,
Board Attorney; Jamie Traxler, Assistant Board Attorney; Ty
Henshaw, Chief of Police; Arsanious Hanna, Director of Engineering /
Building Official; Kambiz Borhani, Finance Director / City Treasurer;
Marilyn Simpson, Community Development Director; Mary Hull,
Human Resources Manager, Elizabeth Rodriguez, Public Services
Director; Jeff Wagner, Information Technology Manager; Iris Espino,
Assistant to the City Manager; and Laura Nieto, Chief Assistant
Authority Secretary

**CHANGES TO THE
AGENDA**

None.

**SPONTANEOUS
COMMUNICATIONS**

There were none.

CONSENT CALENDAR

**BOARD ATTORNEY
GUERRA**

Board Attorney Guerra indicated that Item No. 1B was being returned
to the Board for action since Board Member Ortiz previously recused
himself on the item but had also seconded the motion to approve it,
which technically meant he participated in the action.

MOTION

A motion was made by Vice Chair Ambriz, seconded by Board
Member Garcia, to approve Consent Calendar. The motion was
unanimously approved; Board Members Ortiz and Breceda abstaining
on Item No. 1B.

**ITEM NO. 1A
MINUTES**

MINUTES

None for approval.

**ITEM NO. 1B
CONSIDERATION OF
APPROVAL OF
AMENDMENT NO. 1
TO AFFORDABLE
HOUSING AGREEMENT,
OPTION TO PURCHASE,
AND DECLARATION OF
COVENANTS RUNNING
WITH LAND FOR**

**CONSIDERATION OF APPROVAL OF AMENDMENT NO. 1 TO
AFFORDABLE HOUSING AGREEMENT, OPTION TO PURCHASE
AND DECLARATION OF COVENANTS RUNNING WITH LAND FOR
4612 FRAJO AVENUE TO IMPLEMENT EQUITY SHARING POLICY**

1) Amendment No. 1 to Affordable Housing Agreement, Option to
Purchase and Declaration of Covenants Running with Land between
Irwindale Housing Authority and Rudy Gallardo, was approved, and
2) the Executive Director was authorized to execute Amendment No.
1 subject to Authority Counsel approval as to form.

4612 FRAIJO AVENUE
TO IMPLEMENT
EQUITY SHARING
POLICY

ITEM NO. 1C
INVESTMENT POLICY
REVIEW AND
DELEGATION OF
INVESTMENT
AUTHORITY

INVESTMENT POLICY REVIEW AND DELEGATION OF
INVESTMENT AUTHORITY (Joint Item on City Council, Successor
Agency, Housing Authority, and Reclamation Authority agendas)

RESOLUTIONS
ADOPTED

**Joint Resolution Nos. 2022-54-3304, SA 2022-55-3305, HA 2022-
12-122, and RA 2022-03-030, entitled:**

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IRWINDALE, SUCCESSOR AGENCY BOARD, HOUSING
AUTHORITY BOARD, AND RECLAMATION AUTHORITY BOARD
RATIFYING THE CITY OF IRWINDALE INVESTMENT POLICY, AND
DELEGATING AUTHORITY TO THE CITY TREASURER TO INVEST
THE SURPLUS FUNDS OF THE CITY OF IRWINDALE, IRWINDALE
SUCCESSOR AGENCY, IRWINDALE HOUSING AUTHORITY, AND
IRWINDALE RECLAMATION AUTHORITY," was adopted.

NEW BUSINESS

ITEM NO. 2A
EQUITY SHARING
POLICY

EQUITY SHARING POLICY

BOARD ATTORNEY
GUERRA

Board Attorney Guerra discussed the report and made a PowerPoint
presentation.

BOARD MEMBER
GARCIA

Board Member Garcia asked how interested homeowners could sign
up for the new equity sharing formula, to which Board Attorney Guerra
advised that they would need to submit an application with the
Housing Authority indicating that they desire to change their existing
agreement to reflect the new equity calculation, after which it would be
presented to the Board for consideration. He further advised that the
provisions of the equity-sharing calculation would govern if the
homeowners were to sell the property.

VICE CHAIR AMBRIZ

Vice Chair Ambriz commended the Board for previously having
instructed staff to draft the equity sharing policy. He then asked Board
Attorney Guerra if the existing 45-year covenant that is tied to those
houses that participated in one of the city's housing programs could
be erased, to which Board Attorney Guerra stated that the 45-year
covenant is tied to the use of low and moderate income housing funds.

He stated his willingness to check again, but reiterated that he has been unable to find any legal authority previously to deviate from that.

Vice Chair Ambriz then asked Board Attorney Guerra to search for a way that the city can get out from under the 45 year covenant.

BOARD MEMBER
BRECEDA

Board Member Breceda a neighbor's comment and had agreed that being confined to the 45 year covenant would be difficult, but noted that it is something that is implemented by the state, which does not want homeowners who participate in these types of programs to sell their houses at a profit.

BOARD ATTORNEY
GUERRA

Board Attorney Guerra stated that every Housing Authority that uses these funds is subject to these requirements. He suggested that, going forward, the desire may be to avoid utilizing low/moderate income housing funds in an effort to avoid being tied to similar covenants.

CHAIR BURROLA

Chair Burrola also asked Board Attorney Guerra to search for loopholes in an effort to avoid requiring covenants for the city's housing programs.

BOARD MEMBER
BRECEDA

Board Member Breceda suggested asking the contract lobbyists for help in speaking to legislators about removing the state requirement for the covenant.

BOARD ATTORNEY
GUERRA

Board Attorney Guerra reminded the Board that: 1) the Housing Authority submits an annual audit report to HCD indicating where the properties are at with regard to the 45-year covenant, and 2) although staff can attempt to work with lobbyists and legislators, the current housing atmosphere would probably prevent any success.

BOARD MEMBER
ORTIZ

Responding to a question by Board Member Ortiz, Board Attorney Guerra advised that the points he covered tonight were just a refresher of the updated policy, and that no action would be taken tonight.

BECKY BARBOSA

Becky Barbosa stated her belief that neighboring cities do not have any such covenants in their housing programs, suggested for Board Member Breceda to approach State Senator Rubio and Assemblymember Rubio for their assistance, and asked whether her son would have to income-qualify in order to inherit her house.

DENA ZEPEDA

Dena Zepeda asked whether Irwindale was a "self-owned city" and asked what happened to \$18 million in housing funds that she believes went missing.

DOLORES BARBOSA

Dolores Barbosa compared the Housing Authority's First Time Homebuyer program to predatory lending programs and stated her belief that participating homeowners did not realize what they were agreeing to when signing contracts. She then stated that, since the Housing Authority is required to be on the homeowner's insurance

policy for the property, that it should also pay to make repairs to houses.

BECKY BARBOSA

Becky Barbosa asked why the program requirements do not end at the time of death of the individuals that originally entered into contract for the property.

BOARD ATTORNEY
GUERRA

Responding to several questions, Board Attorney Guerra advised that 1) Irwindale remains a charter city, though the issue at hand pertains to the Housing Authority, which is a separate entity with separate laws, 2) he does not believe that the newer 45-year covenants would be added to the prior 20-year covenant for participating properties, 3) the use of low and moderate income funds triggered the 45-year covenant requirement, and 4) the funds that the Housing Authority loaned were used to protect the agency's investment in housing.

VICE CHAIR AMBRIZ

Replying to a question by Vice Chair Ambriz, Board Attorney Guerra advised that his firm would look into the request to see if any new loopholes could be identified.

PUBLIC HEARINGS

ITEM NO. 3A
ADOPTION OF FY
2022-2023 BUDGET
AND ESTABLISHING
THE APPROPRIATIONS
LIMIT FOR FY
2022-2023

ADOPTION OF FISCAL YEAR 2022-2023 BUDGET AND
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL
YEAR 2022-2023 (Joint Item on City Council, Housing Authority, and
Reclamation Authority agendas)

DIRECTOR BORHANI

Director Borhani presented the staff report and noted that staff would remove an erroneous paragraph from the report, and made a correction to Operations Budget Requests and the deficit to the General Fund.

DIRECTOR RODRIGUEZ

Director Rodriguez noted that staff would need Council direction in order to move forward with adding another week to Mariachi Fest. She added that staff is also checking with the Zumba Gold instructor to determine if she is available to provide instruction at 6 p.m. She further noted that, should the instructor hold classes at 6 p.m., staff would also need to stay past their usual quitting time, which would require a "meet and confer" process with that employee's bargaining unit.

BOARD MEMBER
ORTIZ

Responding to a question by Board Member Ortiz, Director Rodriguez indicated that the extra Zumba Gold class would be offered at the Senior Center's dining room or multi-purpose room, and would be a new service that is offered.

MOTION	A motion was made by Board Member Breceda, seconded by Vice Chair Ambriz, to approve the Operations Budget Requests to add one additional week to Mariachi Fest and one additional hour of Zumba Gold per week beginning at 6:00 p.m. The motion was unanimously approved.
DIRECTOR BORHANI	Director Borhani advised that, with these approvals, the new total deficit for the city is \$199,600. He added that the second reading to approve the budget ordinance is scheduled for June 22.
BOARD ATTORNEY GUERRA	Replying to a question by Board Attorney Guerra, Director Borhani advised that the detail sheets within the budget books would be revised as explained earlier, including a change to a table in Attachment A of the ordinance.
CHAIR BURROLA	Chair Burrola thanked staff for the report and for advising that the deficit has shrunk to nearly \$200,000 from \$3 million.
BOARD MEMBER ORTIZ	Board Member Ortiz asked about park patrol on the 4 th of July, to which Chief Henshaw advised that extra patrol would be made available. He also noted that undercover operations will be patrolling the streets in search of illegal fireworks.
OPEN PUBLIC HEARING	At 8:05 p.m., Chair Burrola opened the public hearing.
CLOSE PUBLIC HEARING	There being no speakers, Chair Burrola closed the public hearing at 8:05 p.m.
<u>ADJOURNMENT</u>	There being no further business to conduct, the meeting was adjourned at 8:49 p.m.

Laura M. Nieto, MMC
Chief Assistant Authority Secretary

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

City of
IRWINDALE
AGENDA REPORT

Date: June 22, 2022

To: Honorable Mayor and Members of the City Council

From: Julian A. Miranda, Executive Director

Issue: Irwindale Housing Authority Guidelines, Policies, and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program

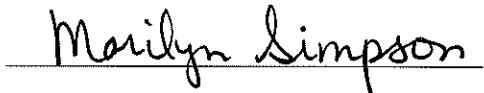
City Manager's Recommendation:

Discuss and provide direction regarding the Irwindale Housing Authority Guidelines, Policies, and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program Las Casitas.

Administrative Action:

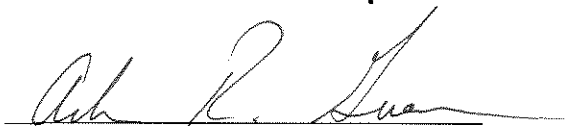
Prepared /Submitted by:

Marilyn Simpson, Community Development Director
(626) 430-2209



Reviewed by:

Adrian R. Guerra, Authority Counsel

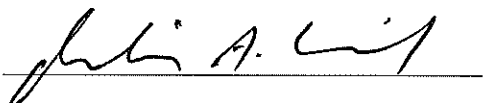


Kambiz Borhani, Finance Director / City Treasurer



Approved by:

Julian A. Miranda, Executive Director



Background and Analysis:

As requested by Mayor Pro Tem Ambriz at the meeting of May 26, 2022, this matter is placed on the agenda for the Irwindale Housing Authority (IHA) Board to discuss and provide direction regarding the Irwindale Housing Authority Guidelines, Policies, and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program (Guidelines). Specifically, Mayor Pro Tem Ambriz requested to discuss the application process for Las Casitas. The attached Guidelines were adopted by the IHA on November 10, 2021.

It is therefore recommended that the Board discuss the current Guidelines, and provide any direction to staff.

Next Steps:

There are currently two vacant units at Las Casitas. Next steps will depend upon the direction of the Board.

1. If Guidelines remain unchanged, the Board may authorize Staff to immediately open the application acceptance period and mail out a notice regarding the Las Casitas vacancies to Irwindale residents and individuals on the Las Casitas interest list.
2. If the Board desires to amend the Guidelines, the Board must provide direction to Staff as to the desired changes. Amended Guidelines based on the Board's direction will be prepared and placed on the agenda for the Board's consideration and adoption. Once the Board has adopted amended Guidelines, Staff will then open the application acceptance period and mail out a notice regarding the Las Casitas vacancies to Irwindale residents and individuals on the Las Casitas interest list.
3. This item may also be brought back to the Board for further discussion.

Fiscal Impact:

None

Attachment:

Irwindale Housing Authority Guidelines, Policies, and Procedures for Senior Low/Moderate Income Housing Apartment Rental Program (Revised: November 10, 2021)

**IRWINDALE HOUSING AUTHORITY
GUIDELINES, POLICIES AND
PROCEDURES FOR
SENIOR LOW/MODERATE INCOME
HOUSING APARTMENT RENTAL
PROGRAM**

Adopted by the:

Irwindale Housing Authority

Approved: March 9, 2011

Revised: May 26, 2021

Revised: November 10, 2021

GUIDELINES, POLICIES, AND PROCEDURES

SECTION 1. GENERAL

The Irwindale Housing Authority ("Authority") has a goal of providing a multi-family housing stock for Irwindale residents to replace existing substandard housing units and to create safe and sanitary rental opportunities for seniors.

SECTION 2. PROGRAM GUIDELINES, POLICIES AND PROCEDURES

A. Definitions

1. Applicant

A person/family submitting a formal application for consideration and determination of eligibility to rent an apartment hereunder.

2. Application Deadline

The Application Deadline shall be the date established by the Authority as the deadline for submitting Applications for each apartment unit that becomes available.

3. Conflict of Interest

Authority Board members and officers, or management level employees of the Authority are deemed to have a conflict of interest and may not participate in this program. Persons who exercise operational responsibilities relative to any financing pertaining to the apartment project are similarly deemed to have a conflict of interest.

4. Continuous Resident

A "Continuous. Resident(s)" shall be placed in two (2) subcategories thereof: Those persons/families continuously residing in Irwindale since at least fifteen (15) year period immediately preceding the Application Deadline shall be identified as "Category A" Continuous Resident. Those persons/families continuously residing in Irwindale for at least thirty-six (36) months but establishing residence on or after fifteen (15) year period immediately preceding the Application Deadline shall be identified as "Category B" Continuous Resident.

5. Disabled Family

- (a) Any person or his/her family member who has a disability or handicap recognized under the Americans with Disabilities Act of 1990, as amended, which includes:

- (i) a physical or mental impairment that substantially limits one or more of the major life activities of such individual; .
 - (ii) a record of such an impairment; or
 - (iii) being regarded as having such an impairment (42 U.S.C. §12102.)
- (b) A handicap does not include current, illegal use of or addiction to a controlled substance. For purposes of this part, an individual shall not be considered to have a handicap solely because that individual is a transvestite. (24 C.F.R. § 100.201) As used in this definition:
- (c) "Physical or mental impairment" includes:
 - (i) Any physiological disorder or condition, cosmetic; disfigurement, or anatomical loss affecting one or more of the following body systems: Neurological; musculoskeletal; special sense organs; respiratory, including speech organs, cardiovascular; reproductive; digestive; genitourinary; hemic and lymphatic; skin; and endocrine; or
 - (ii) Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness; and specific learning disabilities. The term "physical or mental impairment" includes, but is not limited to, such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, Human Immunodeficiency Virus infection, mental retardation, emotional illness, drug addiction (other than addiction caused by current, illegal use of a controlled substance) and alcoholism.
- (d) "Major life activities" means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.
- (e) "Has a record of such an impairment" means has a history of, or has been misclassified as having, a mental or physical . impairment that substantially limits one or more major life activities.
- (f) "Is regarded as having an impairment" means:
 - (i) Has a physical or mental impairment that does not substantially limit one or more major life activities but that is treated by another person as constituting such a limitation;

- (ii) Has a physical or mental impairment that substantially limits one or more major life activities only as a result of the attitudes of other toward such impairment; or
- (iii) Has none of the impairments defined in paragraph (i) of this definition but is treated by another person as having such an impairment.

Medical certification of a disability or handicap is required from persons claiming disability who are not recipients of benefits under either 42 U.S.C. § 423 (Social Security Act) or § 102 (b) (5) of the Development Services and Facilities Construction Amendments of 1970. The laws and regulations cited in this Section may be amended from time to time by the appropriate governmental authority. Any such amendments that modify the definitions contained herein shall be automatically incorporated without formal action by the Authority.

6. Former Resident

Persons who previously resided within Irwindale for at least thirty-six (36) consecutive months within the fifteen (15) year period immediately preceding the Application Deadline, but who do not currently reside in Irwindale, shall be considered to be Former Residents.

7. Handicapped Person

A person having a disability or handicap, which (a) is expected to be of long continued and indefinite duration, (b) substantially impedes the person's ability to live independently, and (c) is of such a nature that such ability could not be improved by more suitable housing. Any member of a family who is handicapped qualifies that family as a Disabled Family, (See: "*Disabled Family*".)

8. Immediate Family Member

Parents, grandparents, siblings, or children of Continuous Residents are considered to be Immediate Family Members.

9. Income Qualification Criteria

Extremely low, very low, low and moderate income qualification criteria shall be as set forth in Exhibit "A" hereto, which may be amended from time to time without formal action by the Authority or CRA to be consistent with state laws and regulations (Subchapter 2 of Chapter 6.5 of Division 1 of Title 25, California Code of Regulations; see also: California Health and Safety Code §§ 50106, 50105, 50079.5 and 50093.)

10. Interrupted Resident

Any person (or family) who resided in Irwindale for at least thirty-six (36) consecutive months within the fifteen (15) year period immediately preceding the Application Deadline, moved away for a period of time, but has reestablished a bona fide residence within the City limits of Irwindale for at least one year prior to the Application Deadline shall be considered to be an Interrupted Resident.

11. Non-resident

Any person (or family) who is not now and has not been a resident of Irwindale for at least thirty-six (36) consecutive months within the fifteen (15) year period immediately preceding the Application Deadline.

12. Renter

An applicant successfully completing the application process and renting an apartment hereunder.

13. Senior

A Senior is a person who is at least sixty-two (62) years of age or older.

14. Shared Renter

Persons sharing rental accommodations with unrelated persons.

15. Veteran

Any person who has been honorably discharged from one of the military services of the United States shall be considered a Veteran.

B. Eligibility Criteria

Since the Senior Apartment Rental Program is an apartment rental program, there are two (2) primary criteria which must be met to determine eligibility:

1. Income eligibility under § 2.A.9, above.
2. Be a Senior as specified in § 2.A.12, above.

C. Priorities

Eligible applications from persons/families meeting basic income (extremely low, very low, low or moderate income) criteria, shall be processed based upon the following priority schedule and the application procedures in Section 2.D:

1. First Priority Criteria

- (a) Extremely low income persons/family - nine (9) apartment units
[subject to modification]
- (b) Very low income persons/family - six (6) apartment units
[subject to modification]
- (c) Low income persons/families - five (5) apartment units
[subject to modification]
- (d) Moderate income persons/families - five (5) apartment units
[subject to modification]

A primary goal of the Authority is to create, to the extent feasible, sufficient new rental units to meet the projected needs of Irwindale Seniors. Accordingly, and notwithstanding the initial allocations established in § 2. C.1, above, pertaining to the number of units allocated among the income categories, the Authority reserves the right to reallocate the final number of units specified for each income category, if deemed necessary and appropriate, to meet the quantified needs of Irwindale Seniors.

2. Second Priority Criteria

- (a) Disabled Family Priority 1
- (b) Veteran Priority 2
- (c) None of the above Priority 3

3. Third Priority Criteria

- (a) Shared Renter for longer than one (1) year prior to Application - Priority 1.
- (b) Shared Renter for less than (1) year prior to Application - Priority 2.
- (c) Persons residing in rental accommodations (single/married) for longer than one (1) year prior to Application - Priority 3.
- (d) Persons residing in rental accommodations (single/married) for less than one (1) year prior to Application - Priority 4.
- (e) Persons owning residence or other residential real property - Priority 5.
- (f) None of the above – Priority 6.

4. Final Priority Criteria

- (a) Category A Continuous Irwindale Resident - Priority 1

- (b) Category B Continuous Resident - Priority 2
- (c) Interrupted Resident - Priority 3
- (d) Former Resident - Priority 4
- (e) Immediate Family Member - Priority 5
- (f) None of the above - Priority 6

D. Application Procedure

1. Applications

- (a) Upon commencement of the application process, interested persons will be required to complete and sign an Application. As a material part of the Application, interested persons will be required to execute an authorization and waiver form for release of information from persons, firms, public entities and others who may retain data necessary for a complete analysis of the Application. Data needed will include name, address, telephone number, family composition and ages, declaration of income and assets, declaration of outstanding financial obligations, veteran status, declaration of physical status (with appropriate medical confirmation), declaration of home ownership status. (See: § 2.D.1(i).). Appropriate assistance in completing the Application will be provided to interested persons, if requested.
- (b) Applications shall be submitted for review and screening.
- (c) Applications will then be assigned to the appropriate First Priority classification under § 2.C.1.
- (d) Within each primary eligibility classification (or priority), the Applications will be further prioritized according to the Second Priority Criteria set forth in § 2.C.2, above.
- (e) Applications will be further prioritized with each category by the Third Priority Criteria set forth in § 2.C.3, above.
- (f) Applications will be finally prioritized within each classification by the Final Eligibility Criteria set forth in § 2.C.4.
- (g) Within the numerical allotments provided by the First Eligibility Criteria (§ 2.C.1), the final order of priority will be established by adding the numerical priority rating assigned to each Application. The Applications will be ranked, in order of descending priority, with the smallest total number assigned being the highest priority.

For example, an Applicant who is a Displaced Person (Priority 1), Shared Renter (Priority 1) and a Continuous Resident (Priority 1) will have a total Priority Rating of 3 and would be ranked higher than a person who is a "none of the above" (Priority 4), Property Owner (Priority 5) and an Immediate Family Member (Priority 5) with a total Priority Rating of 13.

- (h) The Executive Director shall be vested with the authority to make the final determination of priority ratings which will be presented to the Board for informational purposes only. In the event a tie occurs between two (2) or more Applicants, the total Priority Rating rank order will be assigned by a random blind drawing publicly conducted by the Board during a duly noticed Board meeting.
- (i) The Authority staff will verify the following data:
 - (i) name and address
 - (ii) residence requirement
 - (iii) employment
 - (iv) income
 - (v) existing equity/assets (if applicable)
 - (vi) credit history
 - (vii) property ownership
- (j) Documentation necessary to verify income, age, handicap (disability), and residency requirements shall be submitted with application documents and may include, but is not limited to: birth certificates, current pay check stubs, income tax returns, employment/salary verification, bank statements for all checking and/or savings accounts, telephone records and utility records, hospital admittance records, medical care records, and records of educational institutions and public agencies as the same are relevant to matters pertaining to verification of information submitted.
- (k) If Authority staff is unable to verify necessary information through Documentation as described in Section (D)(1)(j) herein, Authority staff may request and accept a submitted affidavit signed under penalty of perjury to verify any such required information.
- (l) All data submitted shall be verified as true and correct under penalty of perjury of the laws of the State of California. Failure to so verify shall result in application rejection.

- (m) Ineligible Applicants shall be notified, in writing, with a statement indicating why the Applicant has been denied and advising the Applicant of his or her right to appeal the determination in writing within ten (10) days of the letter of denial. Appeals will be heard by the Authority Board and the Authority Board's determination shall be final.
- (n) Eligible Applicants shall be mailed the necessary rental agreement documents to begin processing the rental application. The Authority will provide such assistance as may be necessary to ensure timely and complete submissions.

2. Insufficient Eligible Applications

- (a) If there are insufficient eligible Applicants during the first thirty (30) days of the Application Deadline, the Board may authorize additional time for further applications which will be processed in accordance with the procedures set forth in § 2.D.1, above.
- (b) Priority for Applicants shall be strictly maintained in accordance with the application period during which submittal occurred. Additional Applicants authorized by the Board after the first thirty (30) days shall not be included with the first group of Applicants.
- (c) Once rental agreement documents have been approved, then a move-in date will be established.

3. Hearing Procedures

- (a) **Matters Subject to a Hearing.** The following matters shall be subject to a hearing under these guidelines:
 - (i) Appeals by an Applicant whom has been deemed ineligible for the housing Program;
 - (ii) Revocation or Termination of any housing award given under this housing program due to improper determinations of Applicant eligibility including:
 - (A) Failure to provide accurate statements of all information requested in the application, including, but not limited to, address, residency, income, assets, expenses, and family composition at the time of the application such that, the Applicant was ineligible for the housing program at the time of the award;
 - (B) Housing awards that are inconsistent with, or not authorized by, policy.

- (b) **Notice Requirements.** Irwindale Housing Authority staff is authorized and shall provide an Applicant a minimum ten (10) calendar days written notice of a hearing scheduled to take place under these Guidelines. Notice shall include the date, time, and place of the public hearing, the identity of the hearing body, a general explanation of the matter to be considered or action to be taken by the Irwindale Housing Authority, and a general description of the location of the real property, if any, that is the subject of the hearing.

The Irwindale Housing Authority will provide reasonable accommodation for persons with disabilities to participate in the hearing. The Housing Authority must be notified within three (3) calendar days of the scheduled time of the hearing if special accommodations are required.

- (c) **Administrative Hearing Panel.** The Irwindale Housing Authority Board shall be the designated Hearing Panel presiding over a hearing under this section. In order to conduct a hearing under these guidelines, a quorum of the Irwindale Housing Authority Board must be present on the Hearing Panel at all times in accordance with Irwindale Municipal Code section 2.32.050. The Board shall have the option, in its sole discretion, to designate a different hearing officer or panel. All procedures described herein shall apply to the designated hearing officer or panel.

- (d) **Hearing Procedures and Evidence.** The hearing shall be informal in nature, and formal rules of evidence and discovery do not apply. The hearing shall be open to public observation and nothing herein shall preclude the use of telephonic or other electronic means of communication if deemed appropriate by the Hearing Panel.

- (i) The Irwindale Housing Authority shall make available a copy of these governing procedures to the Applicant whom the action is directed.

- (ii) Each party shall have the opportunity to provide testimony and evidence in support of his or her case. The evidentiary record submitted by the parties shall be accepted by the Hearing Panel as prima facie evidence of the respective facts contained in therein. Any document or evidence not submitted at the hearing may not be relied upon by the Hearing Panel in rendering a decision. The Hearing Panel may only consider evidence that is made part of the record at the hearing and relevant to the issues raised in the notice and may disregard any other matter.

- (iii) The failure of any applicant to appear at the hearing will constitute a forfeiture of the hearing, a failure to exhaust administrative remedies, and the order of the Hearing Panel will become the final determination.
- (iv) An audio recording or transcript shall be taken of any hearing which takes place under these guidelines. A copy of any such audio recording or transcript shall be provided to the Appellant upon request, and the Irwindale Housing Authority may charge a fee sufficient to cover the actual cost of copying said transcript or audio recording.
- (e) **Written Decision.** After considering all of the testimony and evidence submitted at the hearing, the Hearing Panel must issue a written decision within seven (7) business days of the hearing. The written decision may be in the form of a resolution adopted by the Housing Authority Board. The Hearing Panel will use preponderance of the evidence as the standard of evidence in deciding issues. The written decision shall include a statement of the factual and legal basis for the decision.
 - (i) The statement of the factual basis for the decision shall be based exclusively on the evidence of record in the proceeding and on matters officially noticed in the proceeding. The written decision shall include a reference to judicial review of the Hearing Panel's final decision pursuant to California Code of Civil Procedure Sections 1094.5 and 1094.6. The decision of the Hearing Panel shall be final when issued.
 - (ii) The written decision shall be sent to all parties by certified mail, return receipt requested. The written decision shall be deemed issued and final when mailed.
- (f) **Judicial Review.** A final decision issued by the Hearing Panel may be subject to judicial review within ninety (90) days following the date of the final decision pursuant to California Code of Civil Procedure sections 1094.5 and 1094.6. Computation of the time to appeal shall be governed by the Code of Civil Procedure.