

**NOTICE AND CALL OF A SPECIAL MEETING
OF THE PLANNING COMMISSION OF THE CITY OF AZUSAF**

TO THE MEMBERS OF THE PLANNING COMMISSION OF THE CITY OF AZUSA

NOTICE IS HEREBY GIVEN that a Special Meeting of the Planning Commission is hereby called pursuant to Government Code Section 54956, to be held on Monday, April 19, 2021, at 7:30 p.m., at the Azusa Auditorium, Closed to the Public, located at 213 E. Foothill Blvd, Azusa, California, for the purpose of considering the following:

A. PRELIMINARY BUSINESS.

1. Call To Order
2. Roll Call

B. PUBLIC COMMENT.

C. JOINT CITY COUNCIL AND PLANNING COMMISSION STUDY SESSION

1. CITY COUNCIL/PLANNING COMMISSION JOINT STUDY SESSION #1 FOR THE CITY'S HOUSING ELEMENT 6TH CYCLE 2021-2029 UPDATE.

RECOMMENDED ACTION:

- 1) Receive a presentation from staff on the progress of the Housing Element Update – 6th Cycle.
- 2) Provide input/direction on the next steps/discussion or deliberation of topics to consider.

D. ADJOURNMENT

Dated: April 15, 2021



Robert Donnelson, Chair



Matt Marquez, Secretary

DECLARATION OF NOTIFICATION AND POSTING:

I, Manuel Muñoz, Planning Manager of the City of Azusa, or my designee, hereby certify that on the 15th day of April, 2021, I e-mailed a true copy of the above notice as follows:

Commissioner Frank Allen
Commissioner Mercedes Castro
Commissioner Brittany Martinez
Vice Chair Elizabeth Ramirez
Chair Robert Donnelson

San Gabriel Valley Tribune
605 E. Huntington Drive, Suite 100
Monrovia, CA 91016
Attn: Daniel Tedford
daniel.tedford@langnews.com

NOTE: Above addresses on file

and **posted** said notice in the City Clerk's Office and the Civic Auditorium, 213 E. Foothill Blvd.; the Police Department Lobby, 725 N. Alameda Ave., the City Library, 729 N. Dalton Ave.; and on the City's Web Page at www.azusaca.gov. on March 15, 2021. I declare under penalty of perjury that the foregoing statement is true and correct.



Manuel Muñoz, Declarant



AGENDA

REGULAR MEETING OF THE CITY COUNCIL, THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY, THE PUBLIC FINANCING AUTHORITY AND JOINT PLANNING COMMISSION MEETING OF THE CITY OF AZUSA

CORONAVIRUS (COVID-19) ADVISORY

Due to the local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020) addressing Brown Act regulations. This new order states that the City does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows the City to hold City Council/Board meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically.

To comply with the recent Health Orders issued by the Governor and Los Angeles County Health Department, the City Council meetings scheduled for Monday, April 19, 2021 at 6:30 & 7:30 p.m. are Closed to the Public. Those wishing to comment on items virtually on the closed session agenda 6:30 P.M. may do so by calling **(669) 900-6833** and when prompted entering the following meeting ID # **938 0139 2313** between 6:00 P.M - 6:30 P.M. Those wishing to make public comment virtually on the Regular City Council meeting agenda at 7:30 P.M. may do so by calling **(669) 900-6833** and when prompted entering the following meeting ID # **978 0215 2782** between 6:30 P.M. – 7:30 P.M. No calls will be accepted after 7:30 P.M. Please note if you call in for Public Comment, you will be placed in a waiting room up until your turn to speak. **NOTE: You will not be able to hear the meeting live from the call but may access the meeting by clicking the link below or on your local cable access channel.** Members of the public may also submit written comment by emailing PublicComment@azusaca.gov by 5:30pm. Emailed public comments will be provided to the City Council and will be part of the record but will not be read aloud. (Email Comments shall be limited to no more than 250 words).

View the City Council meeting live at the City's website <https://www.ci.azusa.ca.us/1389/Watch-Meetings-Online>, or Channel 3 (Spectrum).

AZUSA AUDITORIUM – CLOSED TO THE PUBLIC
213 EAST FOOTHILL BOULEVARD
AZUSA, CA 91702

MONDAY, APRIL 19, 2021
6:30 P.M. Closed Session
7:30 P.M. Regular Meeting

AZUSA CITY COUNCIL

ROBERT GONZALES
MAYOR

JESSE AVILA, JR.
MAYOR PRO-TEM

EDWARD J. ALVAREZ
COUNCILMEMBER

URIEL E. MACIAS
COUNCILMEMBER

ANDREW N. MENDEZ
COUNCILMEMBER

6:30 P.M.

1. Call to Order
2. Roll Call

CLOSED SESSION

NOTICE TO THE PUBLIC FOR CLOSED SESSION

Prior to going into closed session the City Council will convene in the Auditorium serving as Council Chambers to take public comment on the closed session items only. General public comment will be provided for during the regular portion of the meeting beginning at 7:30 P.M.

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to California Government Code, Section 54956.9(d)(1).**
Case Name: City of Azusa v. 534 E. Foothill, LLC; LASC Case No. 19PSCP00162
2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to California Government Code, Section 54956.8.**
City Negotiators: Sergio Gonzalez, City Manager and Matt Marquez, Director of Economic & Community Development
Property Address: 975 W. Foothill, APNs 8605-019-906 and 907.
Negotiating Parties: Al Cabraloff, Spectrum
Under Negotiation: Price and Terms

7:30 P.M. - REGULAR MEETING OF THE CITY COUNCIL, THE SUCCESSOR AGENCY, THE PUBLIC FINANCING AUTHORITY AND JOINT PLANNING COMMISSION MEETING.

NOTICE TO THE PUBLIC FOR REGULAR MEETING.

In compliance with Government Code Section 54957.5, copies of staff reports or other written documentation relating to each item of business referred to on the Agenda are on file in the Office of the City Clerk - 213 E. Foothill Blvd.; copies for public view are at the Azusa City Library - 729 N. Dalton Ave., Azusa Police Department Lobby - 725 N. Alameda Ave., and the City of Azusa Web Page www.azusaca.gov. Persons who wish to speak during the Public Participation portion of the Agenda or on a Public Hearing item, shall fill out a card requesting to speak and shall submit it to the City Clerk prior to 7:30 P.M.; cards submitted after this time will not be accepted.

A. PRELIMINARY BUSINESS

1. Call to Order
2. Roll Call – City Council
3. Roll Call – Planning Commission
4. Flag Salute
5. Invocation – Pastor Felix Garcia, Centro Esperanza Church
6. Closed Session Report by the City Attorney

CEREMONIAL - None

B. PUBLIC PARTICIPATION

*This time has been set aside for persons in the audience to make public comments on items within the subject matter jurisdiction of the council/agency board that **are not listed on this agenda or are listed on this agenda as an item other than a public hearing item.** Members of the audience will have the opportunity to address the City Council/Agency Board about public hearing items at the time the public hearing is held. Under the provisions of the Brown Act, the Council/Agency Board is prohibited from taking action on oral requests, but may refer the matter to staff or to a subsequent meeting. The Council/Agency Board will respond after public comment has been received. Each person or representative of a group shall be allowed to speak without interruption for up to five (5) continuous minutes, subject to compliance with applicable meeting rules. Questions to the speaker or responses to the speaker's questions or comments shall be handled after the speaker has completed his/her comments. Public Participation will be limited to sixty (60) minutes.*

C. JOINT CITY COUNCIL AND PLANNING COMMISSION STUDY SESSION

1. **CITY COUNCIL/PLANNING COMMISSION JOINT STUDY SESSION #1 FOR THE CITY'S HOUSING ELEMENT 6TH CYCLE 2021-2029 UPDATE.**

RECOMMENDED ACTION:

- 1) Receive a presentation from staff on the progress of the Housing Element Update – 6th Cycle.
- 2) Provide input/direction on the next steps/discussion or deliberation of topics to consider.

ADJOURNMENT OF JOINT STUDY SESSION

D. REPORTS, UPDATES, AND ANNOUNCEMENTS FROM STAFF/COUNCIL

1. City Manager Communications.
2. Mayor Pro-Tem Avila: Request for Proclamation declaring April 2021 as “Donate Life Month” in the City of Azusa.

E. SCHEDULED ITEMS – None

F. CONSENT CALENDAR – CITY COUNCIL

The *Consent Calendar* adopting the printed recommended actions will be enacted with one vote. If Councilmembers or Staff wish to address any item on the *Consent Calendar* individually, it will be considered under *SPECIAL CALL ITEMS*.

1. **MINUTES OF THE REGULAR MEETING OF APRIL 5, 2021.**

RECOMMENDED ACTION:

Approve minutes as written.

2. **RESOLUTION AUTHORIZING PAYMENTS OF WARRANTS BY THE CITY DATED APRIL 1, 2021 THROUGH APRIL 14, 2021.**

RECOMMENDED ACTION:

Adopt Resolution No. 2021-C16 allowing certain claims and demands and specifying the funds out of which the same are to be paid.

3. **HUMAN RESOURCES ACTION ITEMS.**

RECOMMENDED ACTION:

Approve the following Personnel Action Requests in accordance with the City of Azusa Civil Service Rules and applicable Memorandum of Understanding(s).

4. **CITY TREASURER'S STATEMENT OF CASH AND INVESTMENT BALANCES FOR THE MONTH OF JANUARY 2021.**

RECOMMENDED ACTION:

Receive, review, and file the City Treasurer's Report for the month of January 2021.

5. **ACCEPTANCE OF "DIA DE LOS NIÑO'S" GRANT FROM THE CALIFORNIA STATE LIBRARY.**

RECOMMENDED ACTION:

Accept the grant award from the California State Library; and Approve necessary budget amendments and adjust the current fiscal year budget accordingly.

6. **ACCEPTANCE OF GRANT FROM CALIFORNIA STATE LIBRARY FOR THE CALIFORNIA LIBRARIES CULTIVATING RACIAL EQUITY AND INCLUSION INITIATIVE.**

RECOMMENDED ACTION:

Accept the grant award from California State Library; and Approve necessary budget amendments and adjust the current fiscal year budget accordingly.

7. **ACCEPTANCE OF "LEVEL UP WITH THE LIBRARY" GRANT FROM THE CALIFORNIA STATE LIBRARY.**

RECOMMENDED ACTION:

Accept the LSTA Grant award from the California State Library; and Approve necessary budget amendments and adjust the current fiscal year budget accordingly.

8. **ACCEPTANCE OF GRANT FROM SOUTHERN CALIFORNIA LIBRARY COOPERATIVE AND THE STATE LIBRARY FOR RESOURCES TO BRIDGE THE DIGITAL DIVIDE.**

RECOMMENDED ACTION:

Accept the Grant award from the SCLC and California State Library; and Approve necessary budget amendments and adjust the current fiscal year budget accordingly.

9. **DECLARATION OF SURPLUS PROPERTY PURSUANT TO AB 1486 – 622 AND 624 NORTH SAN GABRIEL AVENUE IN THE CITY OF AZUSA, CALIFORNIA, COUNTY OF LOS ANGELES, (APNs: 8611-004-912 & 913, and 8611-004-914).**

RECOMMENDED ACTION:

Find that the declaration of surplus property is exempt from environmental review pursuant to the California Environmental Quality Act; and adopt Resolution No. 2021-C17, declaring that the property located at 622 and 624 North San Gabriel Avenue (APNs: 8611-004-912 & 913, and 8611-004-914) is non-exempt surplus land and is no longer necessary for the City's use and directing the City Manager to follow the procedures set forth in the Surplus Land Act, California Government Code Section 54220, et seq., as amended by AB 1486, for the sale of surplus land.

10. **REQUEST TO APPROVE AGREEMENT WITH CLIENT FIRST FOR VOIP IMPLEMENTATION SERVICES.**

RECOMMENDED ACTION:

Waive the competitive bidding process as authorized under Azusa Municipal Code section 2-517(38) Solicitation and Bidding exceptions; Computers, Computer components and services; Approve Professional Services Agreement with Client First in a not to exceed amount \$40,000; and Authorize the Mayor to sign and execute the Professional Services Agreement and Scope of Work, in a form acceptable to the City Attorney, on behalf of the City.

11. **APPROVE THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT AT VETERANS FREEDOM PARK BY MIRACLE PLAYGROUND SALES AND THEIR SUBCONTRACTOR ORTCO, INC.**

RECOMMENDED ACTION:

Waive the competitive bid process as authorized under Azusa Municipal Code Section 2.521(a) and approve the purchase and installation of new playground equipment at Veterans Freedom Park by Miracle Playground Sales and subcontractor Ortco, Inc. in the amount of \$164,800.25, which includes a 10% contingency.

12. **ACCEPTANCE OF PROJECT COMPLETION AND AUTHORIZATION TO FILE A NOTICE OF COMPLETION FOR THE TRAFFIC MANAGEMENT SYSTEM PROJECT NO. 66117C, 66117I, 66118C AND 66117J.**

RECOMMENDED ACTION:

Accept the project improvements; and Authorize Staff to file a Notice of Completion for the Traffic Management System Project No. 66117C, 66117I, 66118C, 66117J, and 66121C.

G. ADJOURNMENT

The meeting will be adjourned in memory of Francisca Atilano, Lifelong Azusa Resident. We also adjourn in solemn honor of those Azusans who we've lost to Covid-19.

UPCOMING MEETINGS:

May 3, 2021, 6:30 p.m. Closed Session, 7:30 p.m. Regular Meeting

May 17, 2021, 6:30 p.m. Closed Session, 7:30 p.m. Regular Meeting

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a city meeting, please contact the City Clerk at 626-812-5229. Notification three (3) working days prior to the meeting when special services are needed will assist staff in assuring that reasonable arrangements can be made to provide access to the meeting.

CERTIFICATION

I, Adrian Garcia, MMC, Chief Deputy City Clerk of the City of Azusa, or my designee, hereby certify under penalty of perjury that a true, accurate copy of the foregoing agenda was posted on April 15, 2021, seventy-two (72) hours prior to the meeting per Government Code 54954.2 at the City Clerk's Office, 213 E. Foothill Blvd.; the lobby of the Police Department, 725 N. Alameda Ave.; the Civic Auditorium, 213 E. Foothill Blvd.; the City Library, 729 N. Dalton Ave.; and on the City's Web Page at www.ci.azusa.ca.us.



Adrian Garcia, MMC
Chief Deputy City Clerk
Azusa City Clerk's Office