



AGENDA

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

CORONAVIRUS (COVID-19) ADVISORY

This City Council Meeting will be in-person and open to the public, observing strict COVID-19 safety precautions. All those attending in-person are required to follow posted guidelines. Those wishing to participate during Public Comment may do so in-person at the Azusa Auditorium, or may submit written public comments by emailing PublicComment@azusaca.gov. Emailed public comments are due by **5:30 p.m.** and shall be limited to no more than 250 words. Written public comments will be provided to the City Council and will be part of the record but will not be read aloud.

View the City Council meeting live on the City's website <https://www.ci.azusa.ca.us/1389/Watch-Meetings-Online>, or on Channel 3 (Spectrum). Archived video of recorded meetings is also available on the City website.

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

**MONDAY, JUNE 21, 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. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to California Government Code, Section 54957.**
Title: City Manager
2. **CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to California Government Code, Section 54957.6.**
Title: City Manager - Unrepresented Employee
3. **THREAT TO PUBLIC SERVICES – Pursuant to California Government Code, Section 54957.**
Consultation with: Sergio Gonzalez, City Manager and Mike Bertelsen, Chief of Police Azusa Police Department

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

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 – Azusa Utility Board
4. Roll Call – Planning Commission
5. Flag Salute
6. Invocation – Pastor James Abraham, Winners Outreach Church
7. Closed Session Report by the City Attorney

CEREMONIAL

1. **Certificates of Recognition to Retirees;**
 - **Tina Cravens – Executive Assistant to the City Manager/City Council - 06/22/1988 - 33 years of service**
 - **George DuBois – Street Maintenance Crew Supervisor – 02/25/1991 - 30 years of service**

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 #2 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 and the draft Housing Element.
- 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. City Clerk: NOTICE IS HEREBY GIVEN that the following City Commissioners terms of office will expire on September 30, 2021:

1 position - Library Commission

1 position - Personnel Board

Applications for these positions will be accepted in the Office of the City Clerk through 5:00 p.m. on Wednesday, August 11, 2021. Applications are available in the City Clerk's Office - 213 East Foothill Boulevard, City Library - 729 N. Dalton Avenue, Light & Water Department - 729 N. Azusa Avenue, Police Department - 725 N. Alameda, and at: www.azusaca.gov.

3. Presentation by Levy Sun, Public Information Officer at San Gabriel Valley Mosquito & Vector Control District on Mosquitoes and West Nile virus Update and Proclamation proclaiming the week of June 20th – June 26th, 2021 as National Mosquito Control Awareness Week.

E. SCHEDULED ITEMS

1. ADOPTION OF FISCAL YEAR 2021/22 CITY, UTILITIES, PUBLIC FINANCING AUTHORITY, AND SUCCESSOR AGENCY OPERATING AND CAPITAL IMPROVEMENT PLAN BUDGETS AND GENERAL FUND RESERVE POLICY.

RECOMMENDED ACTION:

- 1) Approve Resolution No. 2021-C28, A Resolution of the City Council of the City of Azusa adopting the budget and approving appropriations for the City of Azusa for the fiscal year commencing July 1, 2021 and ending June 30, 2022;
- 2) Approve Resolution No. 2021-UB08, A Resolution of the Utility Board of the City of Azusa adopting the budget and approving appropriations for Utilities for the fiscal year commencing July 1, 2021 and ending June 30, 2022;
- 3) Approve Resolution No. 2021-P01, A Resolution of the Azusa Public Financing Authority of the City of Azusa adopting the budget and approving appropriations for the Authority for the fiscal year commencing July 1, 2021 and ending June 30, 2022; and
- 4) Approve Resolution No. 2021-R09, A Resolution of the Successor Agency for the Former Redevelopment Agency of the City of Azusa adopting the budget and approving appropriations for the Agency for the fiscal year commencing July 1, 2021 and ending June 30, 2022.
- 5) Approve Resolution No. 2021-C29, A Resolution of the City Council of the City of Azusa adopting a Revised General Fund Reserve Policy.

2. REPORT REGARDING COMPLIANCE WITH SB 970 AND DISCUSSION AND DIRECTION REQUIRED TO CHANGE MUNICIPAL ELECTION DATES.

RECOMMENDED ACTION:

- 1) Staff recommends the City Council discuss and provide staff direction.

3. REPORT ON NORTH SAN GABRIEL RIVER WORKING GROUP AND DISCUSSION IN REGARDS TO ONGOING SAFETY CONCERNS RELATED TO HOMELESS ENCAMPMENTS IN THE RIVERBED AND SERVICES PROVIDED AT LARIO PARK.

RECOMMENDED ACTION:

- 1) Discuss and provide direction to Azusa's representatives to the North San Gabriel River Working Group.

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 JUNE 7, 2021.

RECOMMENDED ACTION:

- Approve minutes as written.

2. **RESOLUTION AUTHORIZING PAYMENTS OF WARRANTS BY THE CITY DATED JUNE 3, 2021 THROUGH JUNE 16, 2021.**

RECOMMENDED ACTION:

Adopt Resolution No. 2021-C30 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. **REQUEST TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL TO PROVIDE PLANNING AND ENVIRONMENTAL CONSULTANT SERVICES FOR THE CALIFORNIA GRAND VILLAGES AZUSA GREENS PROJECT LOCATED AT 1100 NORTH TODD AVENUE.**

RECOMMENDED ACTION:

Approve waiving of purchasing procedures under municipal code Sec 2-539 – Waving of Purchase Procedure in best interest of the City; Approve a Professional Service Agreement with Michael Baker International to provide planning and environmental consultant services for the California Grand Villages Azusa Greens Project in an amount not to exceed \$113,776.00 plus a 10% contingency of \$11,377.60; and Authorize the City Manager to prepare and execute the agreement, in a form acceptable to the City Attorney, on behalf of the City.

5. **REQUEST FOR PROPOSALS (RFP) FOR CITYWIDE OBJECTIVE DESIGN STANDARDS.**

RECOMMENDED ACTION:

Authorize staff to circulate a Request for Proposals (RFP) for a Citywide Objective Design Standards.

6. **BLANKET PURCHASE ORDERS OVER \$25,000 FOR FISCAL YEAR 2021-2022 (CITY AND SUCCESSOR AGENCY).**

RECOMMENDED ACTION:

Approve the issuance of Blanket Purchase Orders detailed on the attached schedule, in an amount of \$25,000 or more as outlined in Sec. 2-518 (a) of the Azusa Municipal Code.

7. **CITY TREASURER’S ACCOUNTING OF ALL RECEIPTS, DISBURSEMENTS AND FUND BALANCES FOR THE MONTHS OF JULY 2020 THROUGH FEBRUARY 2021.**

RECOMMENDED ACTION:

Receive, review, and file the City Treasurer’s Reports of Receipts, Disbursements and Fund Balances for the months of July 2020 through February 2021.

8. **ACCEPTANCE OF “LUNCH AT THE LIBRARY” GRANT FROM THE CALIFORNIA LIBRARY ASSOCIATION.**

RECOMMENDED ACTION:

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

9. **COMMUNITY FACILITIES DISTRICT NO. 2002-1 (MOUNTAIN COVE) REFUNDING BOND RESULTS.**

RECOMMENDED ACTION:

Receive, review, and file this report of results of Community Facilities District No. 2002-1 (Mountain Cove) Refunding Bond.

10. **ADOPTION OF GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22.**

RECOMMENDED ACTION:

Adopt Resolution No. 2021-C31, approving and adopting the Annual Appropriations Limit for the Fiscal Year 2021-22 in the Amount of \$378,549,999.

11. **APPROVE THE IMPROVEMENT PLANS AND SPECIFICATIONS FOR THE ALOSTA AVENUE ROAD REHABILITATION PROJECT NO. STPL-5112(020) AND AUTHORIZE STAFF TO SOLICIT A NOTICE OF INVITING BIDS.**

RECOMMENDED ACTION:

Approve the project plans and specifications; and Authorize staff to solicit a Notice of Inviting Bids for the Alosta Avenue Road Rehabilitation Project STPL-5112(020).

12. **APPROVE AGREEMENT WITH BATEMAN DBA TRIO COMMUNITY MEALS FOR ELDERLY NUTRITION CATERING PROGRAM AT THE SENIOR CENTER.**

RECOMMENDED ACTION:

Approve Agreement with Bateman DBA Trio Community Meals in an amount not to exceed \$225,000; and Authorize the City Manager to execute the agreement, in a form acceptable to the City Attorney; and Approve necessary budget amendment(s) and adjust the current fiscal year budget and blanket purchase order accordingly.

13. **APPROVAL OF AMENDED AND RESTATED FACILITIES USE AGREEMENT FOR USE OF CITY FACILITIES INCLUDING MEMORIAL PARK LOCATED AT 320 N. ORANGE PLACE FOR COVID-19 TESTING BY AND BETWEEN COUNTY OF LOS ANGELES AND CITY OF AZUSA.**

RECOMMENDED ACTION:

Review and approve the Amended and Restated Facilities Use Agreement for use of city facilities for COVID testing, by and between the County of Los Angeles and the City of Azusa; and Authorize the City Manager to execute the Amended and Restated Facilities Use Agreement for use of City Facilities, in a form acceptable to the City Attorney, on behalf of the City.

14. **REQUEST TO APPROVE A THIRD AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH PROJECT DIMENSIONS, INC. TO SERVE AS CONSTRUCTION MANAGER FOR THE PROMENADE AT CITRUS (890 THE PROMENADE).**

RECOMMENDED ACTION:

Approve a Third Amendment to the Professional Services Agreement with Project Dimensions, Inc. to extend the term for an additional one (1) year term; and Authorize the City Manager to execute the amendment, in substantial form, subject to minor modifications acceptable to the City Attorney, on behalf of the City.

15. **APPROVAL OF PROFESSIONAL SERVICES AGREEMENT INCLUDING SPECIAL SERVICE WITH SPECIAL DISTRICT FINANCING & ADMINISTRATION.**

RECOMMENDED ACTION:

Approve waiving of purchasing procedures under municipal code Sec. 2-539 – Waiving of Purchase Procedure in best interest of the City; and Approve the Professional Services Agreement with Special District Financing & Administration, LLC in the amount of \$32,700 annually, plus any additional services as outlined in “Exhibit B” of the attached Professional Services Agreement as approved by Staff; and Authorize the City Manager to execute the Professional Services Agreement, in a form acceptable to the City Attorney, on behalf of the City; and Authorize the City Manager to use Special District Financing and Administration for special services and or formation or modification of new and existing CFDs.

16. **AWARD A CONTRACT TO CT&T CONCRETE PAVING INC. FOR THE CITYWIDE CONCRETE IMPROVEMENTS PROJECT.**

RECOMMENDED ACTION:

Award a contract in the amount of \$95,499.60 to CT&T Concrete Paving Inc. for the Citywide Concrete Improvements Project; and Authorize the City Manager to execute a contract, in a form acceptable to the City Attorney, on behalf of the City.

17. **ADOPT A RESOLUTION IDENTIFYING THE PROJECTS THE CITY PROPOSES TO FUND WITH ITS APPORTIONMENT OF 2021-2022 ROAD MAINTENANCE AND REHABILITATION ACCOUNT FUNDS.**

RECOMMENDED ACTION:

Adopt Resolution No. 2021-C32 identifying the projects the City will fund with its apportionment of 2021-2022 RMRA funds.

18. **REQUEST TO APPROVE PURCHASE OF UNITRENDS RECOVERY APPLIANCE FROM PIVOTAL DATA SOLUTIONS.**

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 Approve the purchase of Unitrends Recovery appliance and Cloud services from Pivotal Solutions in the amount of \$79,922.00; and Approve the appropriation of \$80,000 for the purchase of system.

19. **APPROVE A 1-YEAR EXTENSION AGREEMENT BETWEEN THE CITY OF AZUSA AND INTER-CON SECURITY SYSTEMS, INC. FOR ONGOING PARKING ENFORCEMENT SERVICES.**

RECOMMENDED ACTION:

Approve a 1-year extension agreement between the City of Azusa and Inter-Con Security Systems, Inc. for parking enforcement services in an amount not to exceed \$177,946.72 annually; and authorize the City Manager, or designee, to execute the agreement, in a form acceptable to the City Attorney, on behalf of the City; and approve subject to non-substantive changes approved by the City Attorney and City Manager.

20. **ACCEPT BID AND AWARD CITYWIDE TREE MAINTENANCE CONTRACT FOR PARK, PARKWAYS, MEDIAN ISLANDS AND UTILITY RIGHT OF WAY TREES.**

RECOMMENDED ACTION:

Accept Bid and Award a contract for Citywide Tree Maintenance Program to West Coast Arborists, Inc. for a three-year term, with two one-year extension options, in the amount of \$953,376 per year; and Authorize the City Manager to execute a contract for Tree Maintenance Services, in a form acceptable to the City Attorney, with West Coast Arborists, Inc.

21. **REQUEST TO APPROVE A THREE YEAR SERVICE-LEVEL AGREEMENT FOR FIBER-BASED ETHERNET SERVICE FOR PEG-CABLE TELEVISION GOVERNMENT ACCESS CHANNEL "AZUSA TV" WITH SPECTRUM COMMUNICATIONS.**

RECOMMENDED ACTION:

Waive the competitive bidding process as authorized under Azusa Municipal Code § 2-520 (b) sole sources purchased due to proprietary equipment; and Approve a three-year Service Level Agreement with Spectrum Communications in a not-to-exceed amount of \$26,530; and Authorize the City Manager to execute the Service Level Agreement, in a form acceptable to the City Attorney, on behalf of the City.

22. **FIRST AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY OF AZUSA AND WILLDAN ENGINEERING INC. TO PROVIDE CONTRACT PLAN CHECK REVIEW AND INSPECTION SERVICES.**

RECOMMENDED ACTION:

Approve the first amendment to the Professional Services Agreement with Willdan Engineering Inc. to provide plan review and inspection services; and Approve a one (1) year extension to the Professional Services Agreement with Willdan Engineering Inc.; and Authorize the City Manager to execute an amendment, in a form acceptable to the City Attorney on behalf of the City.

23. **AWARD A CONTRACT FOR THE RESIDENTIAL RESURFACING 2021 PROJECT No. 66121A.**

RECOMMENDED ACTION:

Award a contract in the amount of \$987,056.95, which includes a 10% contingency for potential change orders as needed, to All American Asphalt; and Award a contract in the amount of \$45,631.00 to Willdan for Construction Management and Inspection Services; and Authorize the City Manager to execute contracts, in a form acceptable to the City Attorney, on behalf of the City.

G. ADJOURNMENT

We adjourn in solemn honor of those Azusans who we've lost to Covid-19.

UPCOMING MEETINGS:

July 6, 2021, 6:30 p.m. Closed Session, 7:30 p.m. Regular Meeting - Cancelled

July 19, 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 June 17, 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.azusaca.gov



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