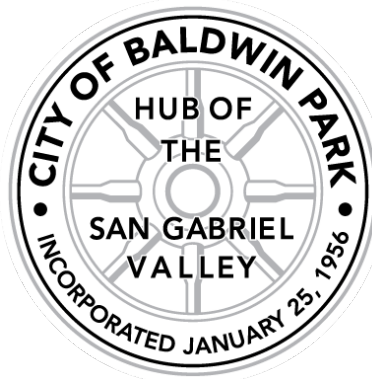


AGENDA

BALDWIN PARK CITY COUNCIL REGULAR MEETING

JULY 18, 2018
7:00 PM

COUNCIL CHAMBER
14403 E. Pacific Avenue
Baldwin Park, CA 91706
(626) 960-4011



Manuel Lozano	- Mayor
Ricardo Pacheco	- Mayor Pro Tem
Cruz Baca	- Council Member
Monica Garcia	- Council Member
Susan Rubio	- Council Member

PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IS IN PROCESS
POR FAVOR DE APAGAR SUS TELEFONOS CELULARES Y BEEPERS DURANTE LA JUNTA

PUBLIC COMMENTS

*The public is encouraged to address the City Council or any of its Agencies listed on this agenda on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council or any of its Agencies, you may do so during the **PUBLIC COMMUNICATIONS** period noted on the agenda. Each person is allowed three (3) minutes speaking time. A Spanish speaking interpreter is available for your convenience.*

COMENTARIOS DEL PUBLICO

*Se invita al público a dirigirse al Concilio o cualquiera otra de sus Agencias nombradas en esta agenda, para hablar sobre cualquier asunto publicado en la agenda o cualquier tema que esté bajo su jurisdicción. Si usted desea la oportunidad de dirigirse al Concilio o alguna de sus Agencias, podrá hacerlo durante el período de **Comentarios del Público (Public Communications)** anunciado en la agenda. A cada persona se le permite hablar por tres (3) minutos. Hay un intérprete para su conveniencia.*

Any written public record relating to an agenda item for an open session of a regular meeting of the City Council that is distributed to the City Council less than 72 hours prior to that meeting will be available for public inspection at City Hall in the City Clerk's office at 14403 E. Pacific Avenue, 3rd Floor during normal business hours (Monday - Thursday, 7:30 a.m. - 6:00 p.m.)

**CITY COUNCIL
REGULAR MEETING – 7:00 PM**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

**Council Members: Cruz Baca, Monica Garcia, Susan Rubio,
Mayor Pro Tem Ricardo Pacheco and Mayor Manuel Lozano**

REPORT FROM CLOSED SESSION

ANNOUNCEMENTS

This is to announce, as required by Government Code section 54952.3, members of the City Council are also members of the Board of Directors of the Housing Authority and Finance Authority, which are concurrently convening with the City Council this evening and each Council Member is paid an additional stipend of \$30 for attending the Housing Authority meeting and \$50 for attending the Finance Authority meeting.

PROCLAMATIONS, COMMENDATIONS & PRESENTATIONS

- Introduction of the New Public Works Director Sam Gutierrez
- Presentation by Public Works Staff MSRC Funding – Clean Air Equipment and Tech

PUBLIC COMMUNICATIONS

Three (3) minute speaking time limit
Tres (3) minutos será el limite para hablar

THIS IS THE TIME SET ASIDE TO ADDRESS THE CITY COUNCIL

PLEASE NOTIFY THE CITY CLERK IF YOU REQUIRE THE SERVICES OF AN INTERPRETER

No action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The legislative body or its staff may: 1) Briefly respond to statements made or questions asked by persons; or 2) Direct staff to investigate and/or schedule matters for consideration at a future meeting. [Government Code §54954.2]

ESTE ES EL PERIODO DESIGNADO PARA DIRIGIRSE AL CONCILIO

FAVOR DE NOTIFICAR A LA SECRETARIA SI REQUIERE LOS SERVICIOS DEL INTERPRETE

No se podra tome acción en algún asunto a menos que sea incluido en la agenda, o a menos que exista alguna emergencia o circunstancia especial. El cuerpo legislativo y su personal podran: 1) Responder brevemente a declaraciones o preguntas hechas por personas; o 2) Dirigir personal a investigar y/o fijar asuntos para tomar en consideración en juntas proximas. [Codigo de Gobierno §54954.2]

CONSENT CALENDAR

All items listed are considered to be routine business by the City Council and will be approved with one motion. There will be no separate discussion of these items unless a City Councilmember so requests, in which case, the item will be removed from the general order of business and considered in its normal sequence on the agenda.

1. City of Baldwin Park's Warrants and Demands

Staff recommends that Council ratify the attached Warrants and Demands Register.

2. Treasurer's Report – May 2018

Staff recommends that Council receive and file the Treasurer's Report:

3. Rejection of Claims

Staff recommends that Council reject the following claim(s) and direct staff to send appropriate notice of rejection to claimant(s):

Allen, Debbie

Claimant alleges the sidewalk located at 3714 Grace Avenue poses a dangerous condition of public property.

Heirs of Ela Hernandez

Claimant alleges the intersection at Francisquito Avenue and Athol Street constitutes a dangerous condition.

Wear, Patrick

Claimant alleges violation of Constitutional Right of Freedom of Speech from the BPPD.

4. Consideration of a Consultant Services Agreement with Keller Williams Covina, for City Property Sale Services

Staff recommends that City Council:

1. Consider and approve the Consultant Services Agreement with Keller Williams Covina; and
2. Authorize the Mayor to execute the necessary documents.

5. Ratify and adopt resolutions to approve the Public Works Director Agreement; adopt resolutions amending the Executive Employees Benefits Matrix; update the City of Baldwin Park Job Classification Plan and revise the Public Works Director class specification; and ratify and adopt resolutions to approve salary adjustments and updates to the comprehensive City of Baldwin Park Pay Schedule in accordance with CalPERS established guidelines

Staff recommends that Council approve, ratify and adopt:

1. Resolution No. 2018-278 to approve the Agreement between the City of Baldwin Park and Sam Gutierrez; and
2. Resolution No. 2018-281 to approve the comprehensive pay schedule reflecting salary adjustments and a new five step salary range for the Public Works Director position, retroactive to June 20, 2018; and

3. Resolution No. 2018-282 to approve the updated comprehensive pay schedule incorporating the cost of living adjustments, effective July 1, 2018; and
 4. Resolution No. 2018-283 to approve the updated comprehensive pay schedule incorporating the salary adjustments for Human Resources Analyst II position, effective July 23, 2018; and
 5. Resolution No. 2018-279 to revise the Public Works Director class specification; and
 6. Resolution No. 2018-274 to amend the Executive Employees Benefits Matrix; and
 7. Authorize the Finance Director to complete the budget amendments and appropriations and make any necessary adjustments.
 8. Amendments and appropriations and make any necessary adjustments.
- 6. Ratify and adopt resolutions to approve the appointment of a retired annuitant for the vacant Human Resources Analyst II position**
Staff recommends that Council approve, ratify and adopt:
1. Resolution No. 2018-280 to authorize the Appointment of an Interim Human Resources Analyst II and authorize the Chief Executive Officer to execute the Agreement and any Personnel Action forms related to the appointment; and
 2. Authorize the Finance Director to complete the budget amendments and appropriations and make any necessary adjustments.
- 7. Authorize an Agreement for Professional Services for Preparation of Construction Plans and Specifications for Walnut Creek Nature Park Improvements, Phase III and Improvements at Morgan Park**
Staff recommends that the City Council:
- 1) Approve the agreement with Restoration Design Group in the amount of \$87,960 to prepare construction plans and specifications for Phase III of the Walnut Creek Nature Park Improvements Project and Improvements at Morgan Park; and
 - 2) Authorize the Director of Finance to make appropriate transfers and adjustments; and
 - 3) Authorize the Mayor to execute the attached agreement.
- 8. Accept and Authorize the Filing of a Notice of Completion for City Project No. 2017-0211 Smart Parking Upgrades to Transit Center and Metrolink Station Surface Lot**
Staff recommends that the City Council:
- 1) Accept the construction improvements by C.G. Systems, Inc. and authorize the recordation of a Notice of Completion; and,
 - 2) Authorize the release of retention funds to C.G Systems, Inc. upon the expiration of 35-day notice period.
- 9. Accept Plans and Specifications and Authorize Publishing of a Notice Inviting Bids for CIP No. 104 City Project No. 2018-0222 Safe Routes to School Project**
It is recommended that the City Council approve the plans and specifications for the Safe Routes to School Project (City Project No. 2018-0222) and authorize staff to advertise a Notice Inviting Bids.

- 10. Approve Final Tract Map No. 73355 – For Condominium Purposes**
Staff recommends that the City Council accept Final Tract Map No. 73355 and authorize the City Clerk and staff to sign the Final Map.
- 11. Approve Final Parcel Map No. 1417 – Use of Properties for Towing, Vehicle Storage, and Vehicle Repair**
Staff recommends that the City Council accept Final Parcel Map No. 1417 and authorize the City Clerk and staff to sign the Final Map.
- 12. Approve Final Parcel Map No. 1434 – For Single Family Residence**
Staff recommends that the City Council accept Final Parcel Map No. 1434 and authorize the City Clerk and staff to sign the Final Map.
- 13. Approve Final Parcel Map No. 1435 – For Commercial Purposes**
Staff recommends that the City Council accept Final Parcel Map No. 1435 and authorize the City Clerk and staff to sign the Final Map.
- 14. Authorization to Install and Maintain Communication Equipment with Charter Communications Operating, LCC**
Staff recommends that Council approve the attached agreement and authorize the Mayor to execute the necessary documents.
- 15. Second Reading of Ordinance No.'s 1412, 1425, 1426 and 1427 Authorizing the City of Baldwin Park to Enter into a Development Agreement with Rukli, The Grown Folks, Inc., W&F International Corporation and Tier One Consulting for the Distribution/ and/or Cultivation/and/or Manufacturing of Cannabis within the City of Baldwin Park**
Staff recommends that the City Council waive reading and adopt **Ordinance No. 1412**, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK AUTHORIZING THE CITY OF BALDWIN PARK TO ENTER INTO A DEVELOPMENT AGREEMENT (DA 18-03) WITH RUKLI, INC. FOR THE DISTRIBUTION OF CANNABIS AT THE REAL PROPERTY LOCATED AT 4150 PUENTE AVENUE (APN: 8437-022-008) WITHIN THE CITY OF BALDWIN PARK".

Staff recommends that the City Council waive reading and adopt **Ordinance No. 1425**, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK AUTHORIZING THE CITY OF BALDWIN PARK TO ENTER INTO A DEVELOPMENT AGREEMENT (DA 18-18) WITH THE GROWN FOLKS, INC. FOR THE CULTIVATION AND/OR MANUFACTURING OF CANNABIS AT THE REAL PROPERTY LOCATED AT 14712 ARROW HIGHWAY (APN: 8414-005-002) WITHIN THE CITY OF BALDWIN PARK".

Staff recommends that the City Council waive reading and adopt **Ordinance No. 1426**, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK AUTHORIZING THE CITY OF BALDWIN PARK TO ENTER INTO A DEVELOPMENT AGREEMENT (DA 18-19) WITH W&F INTERNATIONAL CORPORATION FOR THE CULTIVATION AND/OR MANUFACTURING OF CANNABIS AT THE REAL PEROPERTY LOCATED AT 4276 ELTON STREET (APN: 8437-016-005, 015, 016) WITHIN THE CITY OF BALDWIN PARK".

Staff recommends that the City Council waive reading and adopt **Ordinance No. 1427**, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK AUTHORIZING THE CITY OF BALDWIN PARK TO ENTER INTO A DEVELOPMENT AGREEMENT (DA 18-20) WITH TIER ONE CONSULTING FOR THE CULTIVATION AND/OR MANUFACTURING OF CANNABIS AT THE REAL PROPERTY LOCATED AT 14726 ARROW HIGHWAY (APN: 8414-005-002) WITHIN THE CITY OF BALDWIN PARK".

16. Second Reading of Ordinance No. 1428 Entitled: "An Ordinance of the City Council of the City of Baldwin Park, California, Amending Baldwin Park Municipal Code Chapter 150, Building Codes, Part 7, Permit Issuance, to Set Clear Construction Time Frames, Clarify Permit Expiration Conditions, and Establish a Time Extension Process"

Staff recommends that the City Council waive reading and adopt Ordinance No. 1428, entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK, CALIFORNIA, AMENDING BALDWIN PARK MUNICIPAL CODE CHAPTER 150, BUILDING CODES, PART 7, PERMIT ISSUANCE, TO SET CLEAR CONSTRUCTION TIME FRAMES, CLARIFY PERMIT EXPIRATION CONDITIONS, AND ESTABLISH A TIME EXTENSION PROCESS".

17. Accept and Authorize the Filing of a Notice of Completion for City Project No. 2016-0128 – Energy Efficiency Improvements

It is recommended that the City Council:

- 1) Accept the construction improvements by Consolidated Edison Solutions, Inc. (ESCO) and authorize the recordation of a Notice of Completion with the County Clerk; and
- 2) Authorize the payment of \$172,052.05 in retention funds to Consolidated Edison Solutions, Inc. upon the expiration of the 35-day notice period.

18. Adoption of Resolution No. 2018-275 "A Resolution of the City Council of the City of Baldwin Park, California adopting the Mobile Source Air Pollution Reduction Committee (MSRC) Local Government Partnership Program requirements for \$98,470 MSRC matching funds"

Staff recommends that Council:

1. Adopt Resolution No. 2018-275, entitled "**A resolution of the City Council of City of Baldwin Park, California, adopting the Mobile Source Air Pollution Reduction Committee (MSRC) Local Government Partnership Program requirements for \$98,470 of matching funds**"; and,
2. Direct Staff to apply for grant funding through the MSRC and authorize the City Manager or designee to accept awarded grant funds and to execute all necessary implementing agreements; and,
3. Authorize the Finance Director to make all necessary appropriations, transfers and adjustments.

19. Consideration of a New Public Information Contract

It is recommended that the City Council:

1. Direct staff to issue a 30 day termination notice to Lee Andrews Group;
2. Accept the proposal with Veronica Perez & Associates for one year with the option to renew for one additional year and direct City Attorney to prepare a standard consultant agreement to be executed by the Mayor, and;
3. Authorize the Finance Director to make any necessary budget adjustments.

20. Debt Management Policy

Staff recommends that the City Council adopt the Debt Management Policy.

PUBLIC HEARING

21. Public Hearing and Adoption of Resolution No. 2018-276, Ordering the Assessments for the Citywide Landscaping and Lighting Maintenance Assessment District for FY2018-2019

Staff recommends that Council:

Hold a Public Hearing, and after considering testimony, and adopt Resolution No. 2018-276, entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK, CALIFORNIA, ORDERING THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS ASSOCIATED WITH CITYWIDE LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT FOR FY2018-2019, AND AUTHORIZING THE LOS ANGELES COUNTY ASSESSOR TO ADD THIS SPECIAL ASSESSMENT TO THE PROPERTY TAX BILLS.**"

22. Public Hearing and Adoption of Resolution No. 2018-277, Ordering the Assessments for the Citywide Park Maintenance District for FY2018-2019

Staff recommends that Council:

Hold a Public Hearing and after considering testimony, adopt Resolution No. 2018-277 entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK, CALIFORNIA, ORDERING THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS ASSOCIATED WITH THE CITYWIDE PARK MAINTENANCE DISTRICT FY2018-2019, AND AUTHORIZING THE LOS ANGELES COUNTY ASSESSOR TO ADD THIS SPECIAL ASSESSMENT TO THE PROPERTY TAX BILLS.**"

REPORTS OF OFFICERS

23. Update City of Baldwin Park Fee Schedule Based on Consumer Price Index (CPI) and other Adjustments

Staff recommends the City Council to approve the proposed updated City Fee Schedule and corresponding Resolution No. 2018-261.

24. Approval and Direction to Proceed with a Professional Services Agreement for Transit Services

It is recommended that the City Council:

1. Approve a 2-year extension to Southland Transit Inc. (STI) at the current rate; and,
2. Authorize the Mayor to execute a Second Amendment to the existing Agreement for a 2-year extension with STI.

25. Direction and approval of an Official Police Tow Service Franchise

Staff recommends that the City Council direct staff to proceed with one of the following options for the Official Tow Service Franchise:

Option 1: Accept the proposal from Royal Coaches Autobody and Towing and authorize the Mayor to execute a Franchise Agreement for Official Police Tow Service.

Option 2: Accept the proposal from Hadley Tow and authorize the Mayor to execute a Franchise Agreement for Official Police Tow Service.

Option 3: Accept the proposals from Royal Coaches Autobody and Towing and Hadley Tow and authorize the Mayor to execute a Franchise agreement with both firms.

CITY COUNCIL / CITY CLERK / CITY TREASURER / STAFF REQUESTS & COMMUNICATIONS

- None

ADJOURNMENT

CERTIFICATION

I, Alejandra Avila, City Clerk of the City of Baldwin Park hereby certify that, under penalty of perjury under the laws of the State of California, the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting. Dated this 12th day of July, 2018.



Alejandra Avila
City Clerk

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 2nd Floor Lobby Area or at the Los Angeles County Public Library in the City of Baldwin Park. For further information regarding agenda items, please contact the office of the City Clerk at (626) 960-4011 ext. 466 or via e-mail at lmorales@baldwinpark.com.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Department or Risk Management at (626) 960-4011. Notification 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 34.102.104 ADA TITLE II)