AGENDA

BALDWIN PARK CITY COUNCIL
REGULAR MEETING

OCTOBER 4, 2017
7:00 PM

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

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

REPORT FROM CLOSED SESSION

ANNOUNCEMENTS

PROCLAMATIONS, COMMENDATIONS & PRESENTATIONS

None

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 algúna emergencia o circunstancia especial. El cuerpo legislativo y su personal podran: 1) Responder brevemente a declaraciónes 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. WARRANTS AND DEMANDS

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

2. MEETING MINUTES

Staff recommends that Council receive and file the following Meeting Minutes:

A. Meeting Minutes of the Special City Council Meeting held on August 10, 2017.

B. Meeting Minutes of the Housing Authority, Finance Authority, Special and Regular City Council Meetings held on August 16, 2017.

C. Meeting Minutes of the Housing Authority, Finance Authority, Special and Regular City Council Meetings held on September 20, 2017.

3. APPROVAL OF EMPLOYMENT AGREEMENT FOR THE POSITION OF HUMAN RESOURCES & RISK MANAGER

Staff recommends that Council approve the Employment Contract with Laura Thomas for the position of Human Resources & Risk Manager.

4. APPROVE PARCEL MAP NO. 1429, 13460-13462 BROOKS DRIVE

Staff recommends that Council accept Parcel Map No 1429 and authorize the City Clerk and staff to sign the final map.

5. ADOPTION OF SALARY RESOLUTION NO. 2017-204 TO UPDATE THE COMPREHENSIVE PAY SCHEDULE TO ADJUST THE SALARY FOR DIRECTOR OF FINANCE IN ACCORDANCE WITH CALPERS GUIDELINES

Staff recommends that Council approve Resolution No. 2017-204, a resolution of the City Council of the City of Baldwin Park, to update and adopt the revised comprehensive Pay Schedule.

6. APPROVAL OF AMENDED EMPLOYMENT AGREEMENT WITH ROSE TAM FOR THE POSITION OF DIRECTOR OF FINANCE

Staff recommends that Council approve the amended Agreement with Rose Tam for the position of Director of Finance.

7. APPROVE OF PURCHASE OF TWO COMPRESSED NATURAL GAS (CNG) TROLLEY BUSES FOR THE BALDWIN PARK COMMUTER CONNECTOR EXPRESS LINE

Staff recommends that Council:

1. Authorize the Mayor to sign a purchase agreement with Creative Bus Sales for the purchase of two transit trolley buses in the amount of $503,732.02; and

2. Authorize the Director of Finance to appropriate $503,732.02 from Acct #270-50-520-58100-1550 for the purchase of the two transit trolley buses; and

3. Authorize the Interim Director of Public Works signature authority to amend contracts as deemed necessary to comply with procurement requirements.

8. APPROVE THE PROCUREMENT AND PURCHASE OF A REPLACEMENT COMPRESS NATURAL GAS (CNG) STREET SWEEPER AND AUTHORIZATION TO PROCESS A PURCHASE ORDER FOR THE PURCHASE

Staff recommends that Council:

1. Approve the purchase of the TYMCO 600 – CNG/Freightliner M-2/112, in the amount not-to exceed $331,687.50; and
2. Authorize the Finance Director to appropriate FY 2017-2018 budgeted funds in the amount of $131,687.50 from Acct.# 231-50-520-58110-1534 and $200,000 from Acct.# 254-50-520-58110-1534; and
3. Instruct staff to proceed with the development and submittal of a purchase order and begin the process to move forward with the purchase and delivery of the TYMCO 600 – CNG/Freightliner M-2/112, regenerative air CNG street sweeper in a timely manner; and
4. Authorize the Director of Public Works to follow the disposal process to remove existing street sweeper from the City's vehicle fleet.

9. ADOPTION OF RESOLUTION NO. 2017-203, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK AMENDING THE CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET TO INCORPORATE A PROJECT IMPROVEMENTS LIST IN CONFORMANCE WITH SENATE BILL 1 (SB1) – THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

Staff recommends that Council:

1. Adopt Resolution No. 2017-203, "A Resolution of the City Council of the City of Baldwin Park, California Amending the Capital Improvement Program (CIP) Budget to Incorporate a Project Improvements List in Conformance with Senate Bill 1 – "The Road Repair And Accountability Act Of 2017;" and
2. Authorize the Finance Director to appropriate SB1 funds in the amount of $425,961 and authorize the creation of a restricted fund for SB1 funds; and
3. Authorize the Director of Public Works to file necessary documentation to satisfy Senate Bill1 funding requirements and act as the signature authority.

REPORTS OF OFFICERS

10. AUTHORIZATION TO REDUCE FEES CHARGED FOR THE RELEASE OF POLICE REPORTS

Staff recommends that Council give further direction as to how much the City will charge to obtain police reports.

11. REVIEW OF APPLICATIONS AND CONSIDERATION OF APPOINTMENT FOR THE VACANT SEATS ON THE HOUSING COMMISSION OF THE CITY OF BALDWIN PARK

Staff recommends that Council review the submitted Commission application(s), accept nominations, authorize staff to initiate the appropriate background checks through the Department of Justice (DOJ) and, contingent upon satisfactory clearance by the DOJ, appoint individuals to the respective City Commissions and adopt Resolution No. 2017-166, entitled, "A Resolution Of The City Council Of The City Of Baldwin Park Appointing Qualified Individuals To The Housing Commission Of The City Of Baldwin Park For Office Seat Numbers 1, 2, 3, 4, 5, 6 And 7."

12. REVIEW OF APPLICATIONS AND CONSIDERATION OF APPOINTMENT FOR THE VACANT SEATS ON THE PLANNING COMMISSION OF THE CITY OF BALDWIN PARK

Staff recommends that Council review the submitted Commission application(s), accept nominations, authorize staff to initiate the appropriate background checks through the Department of Justice (DOJ) and, contingent upon satisfactory clearance by the DOJ, appoint individuals to the respective City Commissions and adopt Resolution No. 2017-183, entitled, "A Resolution Of The City Council Of The City Of Baldwin Park Appointing Qualified Individuals To The Planning Commission Of The City Of Baldwin Park For Office Seat Numbers 1, 2 And 3."

13. REVIEW OF APPLICATIONS AND CONSIDERATION OF APPOINTMENT FOR THE VACANT SEATS ON THE RECREATION AND COMMUNITY SERVICES COMMISSION OF THE CITY OF BALDWIN PARK

Staff recommends that Council review the submitted Commission application(s), accept nominations, authorize staff to initiate the appropriate background checks through the Department of Justice (DOJ) and, contingent upon satisfactory clearance by the DOJ, appoint individuals to the respective City Commissions and adopt Resolution No. 2017-199, entitled, "A Resolution Of The City Council Of The City Of Baldwin Park Appointing Qualified Individuals To The Recreation and Community Services Commission Of The City Of Baldwin Park For Office Seat Numbers 1 And 2."

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

- Requested by Councilmember Pacheco for discussion and consideration:

  Council member Pacheco would like to discuss how the City might support recent disaster relief efforts due to the latest natural disasters.

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 28th day of September, 2017.

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 aavila@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)