



**AGENDA**

**REGULAR MEETING OF THE CITY COUNCIL,  
THE SUCCESSOR AGENCY TO  
THE FORMER REDEVELOPMENT AGENCY,  
THE PUBLIC FINANCING AUTHORITY,  
OF THE CITY OF AZUSA**

**AZUSA AUDITORIUM  
213 EAST FOOTHILL BOULEVARD  
AZUSA, CA 91702**

**MONDAY, MARCH 18, 2019  
6:30 P.M. Closed Session  
7:30 P.M. Ceremonial/Regular Meeting**

**AZUSA CITY COUNCIL**

**JOSEPH ROMERO ROCHA  
MAYOR**

**ROBERT GONZALES  
MAYOR PRO-TEM**

**EDWARD J. ALVAREZ  
COUNCILMEMBER**

**ANGEL CARRILLO  
COUNCILMEMBER**

**URIEL E. MACIAS  
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 -WORKERS COMPENSATION CLAIM Pursuant to California Government Code, Section 54956.95.**

Case Name(s): Paul Dennis v. City of Azusa; WC Claim No. AZUA- 2422 & CJP039360AZ  
Richard Hayden v. City of Azusa; WC Claim No. AZUA-2404, CJP040370AZ &  
CJPO38674AZ

**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.ci.azusa.ca.us](http://www.ci.azusa.ca.us). 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 will not be accepted.*

**A. PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Flag Salute
4. Invocation – Elder John Velásquez, Encouragement Community Church
5. Closed Session Report by the City Attorney

**CEREMONIAL**

1. Azusa Chamber of Commerce to present checks from the proceeds of the Casino Night Fundraiser to Azusa American Little League, Azusa National Little League, Azusa Jr. All American Football Raiders, Azusa Little League Softball, and the City of Azusa Department of Recreation and Family Services.

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

1. Request to designate voting delegate and alternate to the Southern California Association of Governments (SCAG) General Assembly scheduled for May 1-3, 2019 in Palm Desert. (Oral Report)

**D. SCHEDULED ITEMS**

**1. SELECTION OF MAYOR PRO-TEM.**

**RECOMMENDED ACTION:**

- 1) Approve the selection of Council Member Edward J. Alvarez as Mayor Pro-Tem for a one-year term, expiring March, 2020.

**2. EXTEND ASSIGNMENT OF OUTSIDE AGENCIES BOARD, COMMITTEES AND APPROVE THE EXISTING SUB-COMMITTEE & AD-HOC COMMITTEE APPOINTMENTS.**

**RECOMMENDED ACTION:**

- 1) Extend the existing assignments of outside Board and Committees for an additional one year period from April 2019 to March 2020; and
- 2) Affirm or modify the existing Sub-Committee and Ad-Hoc Committee appointments.

**3. CONSOLIDATION OF THE CITY'S 457(B) PLAN RECORD-KEEPING PLATFORMS FROM FOUR DIFFERENT PROVIDERS TO A SINGLE RECORD-KEEPING PLATFORM WITH MASSMUTUAL.**

**RECOMMENDED ACTION:**

- 1) Approve the consolidation of the current four 457(b) deferred compensation plan record-keepers to a single record-keeping platform with MassMutual effective July 1, 2019; and
- 2) Authorize the City Manager, as the City's Plan Administrator, to execute the necessary agreements in a form acceptable to the City Attorney.

**E. CONSENT CALENDAR**

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 SPECIAL MEETINGS OF JANUARY 28, 2019, FEBRUARY 25, 2019, MARCH 1, 2019.**

**RECOMMENDED ACTION:**

Approve minutes as written.

2. **RESOLUTION AUTHORIZING PAYMENTS OF WARRANTS BY THE CITY DATED MARCH 5, 2019 THROUGH MARCH 13, 2019.**

**RECOMMENDED ACTION:**

Adopt Resolution No. 2019-C08 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 Personnel Action Requests in accordance with the City of Azusa Civil Service Rules Section 5.7.5 and applicable Memorandum of Understanding(s).

4. **AUTHORIZATION TO SOLICIT A REQUEST FOR PROPOSALS TO PERFORM INDUSTRIAL/COMMERCIAL (I/C) FACILITY INSPECTION SERVICES.**

**RECOMMENDED ACTION:**

Authorize staff to solicit a Request for Proposals to perform industrial/commercial facility inspections in accordance with the MS4 Permit.

5. **ACCEPTANCE OF PROJECT COMPLETION AND AUTHORIZATION TO FILE A NOTICE OF COMPLETION FOR THE ART MONUMENT ADJACENT TO THE AZUSA INTERMODAL TRANSIT CENTER LOCATED AT THE SOUTHEAST CORNER OF AZUSA AVENUE AND THE TRANSIT CENTER BUS WAY.**

**RECOMMENDED ACTION:**

Accept the completion of the art monument; and Authorize Staff to file a Notice of Completion for the art monument.

6. **AWARD OF CONTRACT TO PURCHASE TRANSIT DISPATCH SOFTWARE.**

**RECOMMENDED ACTION:**

Determine Routematch Software, Inc. to be a sole source vendor based on their specific software module, middleware, services and expertise; and Approve a contract with Routematch Software, Inc. to purchase dispatch software and all relevant equipment for the operation of the Transit Division; and Authorize the City Manager to execute the contract, in a form acceptable to the City Attorney, on behalf of the City; and Authorize the appropriation of \$7,920 of Prop A Funds as local match required by the FTA grant and costs which exceed the initial estimate.

7. **CITY TREASURER'S STATEMENT OF CASH AND INVESTMENT BALANCES FOR THE MONTH OF JANUARY 2019.**

**RECOMMENDED ACTION:**

Receive, review, and file the City Treasurer's Report for the month of January 2019.

8. **CONTRACT AGREEMENTS EXECUTED BY CITY MANAGER FOR AUGUST THROUGH OCTOBER 2018.**

**RECOMMENDED ACTION:**

Receive and file the list of agreements executed by the City Manager for the months of August through October 2018.

9. **AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH COMPUTER SERVICE COMPANY FOR TRAFFIC SIGNAL MAINTENANCE SERVICES.**

**RECOMMENDED ACTION:**

Award an agreement to Computer Service Company for traffic signal maintenance services; and Authorize the City Manager to execute the agreement, in a form acceptable to the City Attorney, on behalf of the City.

10. **CITY TREASURER'S ACCOUNTING OF ALL RECEIPTS, DISBURSEMENTS AND FUND BALANCES FOR THE MONTH OF OCTOBER 2018.**

**RECOMMENDED ACTION:**

Receive, review, and file the City Treasurer's Reports of Receipts, Disbursements and Fund Balances for the month of October 2018

11. **AWARD CONTRACT TO LOWEST BIDDER ECO ENERGY SOLUTIONS, INC. FOR RELOCATING ELECTRIC SERVICE EQUIPMENT ALONG THE FOOTHILL TRANSIT WAY AS PER PROJECT LD2019-1 LOCATED IN THE MIDDLE OF THE FOOTHILL TRANSIT BUS WAY BETWEEN THE AZUSA AVENUE AND ALAMEDA AVENUE.**

**RECOMMENDED ACTION:**

Award a Short Form Construction Contract to Eco Energy Solutions (EES), Inc. in a total not-to-exceed amount of \$143,259, plus an allowance of \$14,000 for potential change orders, for relocating electric service equipment as per plans and specifications ED2018-BusCharger for ProjectLD2019-1; and Authorize the City Manager to execute, in a form acceptable to the City Attorney, on behalf of the City; and Authorize a general fund appropriation in the amount of \$39,493 to fund relocating electric service equipment for Project LD2019-1.

**F. ADJOURNMENT.**


**UPCOMING MEETINGS:**

April 1, 2019, 6:30 p.m. Closed Session, 7:30 p.m. Regular Meeting  
April 15, 2019, 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 March 14, 2019, 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](http://www.ci.azusa.ca.us).

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