

2. Meeting Minutes

Recommendation:

Approve the July 18, 2023 Regular City Council Meeting Minutes.

City Council Agenda Report

Meeting Date: August 1, 2023
From: Lisa Pope, City Clerk
Department: City Clerk
Submitted by: Sandra Dolson, Administrative Secretary

Subject

Meeting Minutes

Recommendation

Approve the July 18, 2023 Regular City Council Meeting Minutes.

Background

Staff has prepared and submits the minutes for approval.

Fiscal Impact

There is no fiscal impact associated with this report.

Attachments

1. July 18, 2023 Regular City Council Meeting Minutes

**MINUTES
VERNON CITY COUNCIL
REGULAR MEETING
TUESDAY, JULY 18, 2023
COUNCIL CHAMBER, 4305 SANTA FE AVENUE**

CALL TO ORDER

Mayor Larios called the meeting to order at 9:02 a.m.

FLAG SALUTE

Mayor Larios led the Flag Salute.

ROLL CALL

PRESENT:

Crystal Larios, Mayor
Judith Merlo, Mayor Pro Tem
Melissa Ybarra, Council Member
Leticia Lopez, Council Member
Jesus Rivera, Council Member

STAFF PRESENT:

Carlos Fandino, City Administrator
Zaynah Moussa, City Attorney
Lisa Pope, City Clerk
Scott Williams, Finance Director
Fredrick Agyin, Health and Environmental Control Director
Michael Earl, Human Resources Director
Robert Sousa, Police Chief
Dan Wall, Public Works Director
Todd Dusenberry, Public Utilities General Manager

APPROVAL OF THE AGENDA

MOTION

Council Member Ybarra moved and Mayor Pro Tem Merlo seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC COMMENT

None.

PRESENTATIONS

1. Employee Service Pin Awards

Human Resources Director Earl announced the recipients of the June 2023 Employee Service Pin Awards.

Mayor Larios presented the service pin to Iman Y. Torbati, Associate Electrical Engineer.

PUBLIC HEARINGS

2. Amendments to the Municipal Code and General Plan to allow Mixed Use

Council Member Ybarra recused herself due to a conflict with her property and left the dais at 9:05 a.m.

Public Works Director Wall presented the staff report.

Mayor Larios opened the public hearing. There being no speakers, Mayor Larios closed the public hearing.

In response to Council questions, Public Works Director Wall explained that there were affordable housing incentives and he displayed the areas for rezoning. He summarized formatting and non-substantive changes made to the ordinance and indicated the revised ordinance redline was provided to the Council and public.

MOTION

Council Member Lopez moved and Mayor Pro Tem Merlo seconded a motion to: A. Find that the proposed action is exempt from California Environmental Quality Act (CEQA) review because it is general policy and procedure-making activity that is unrelated to any specific project, which must undergo separate CEQA review, and that will not result in direct physical changes or reasonably foreseeable indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines Section 15378. In compliance with CEQA Guidelines (California. Code Regulations., Title 14, Section 15000 et seq.), the City of Vernon prepared the Final Program Environmental Impact Report for the Westside Amendments to the General Plan and for the Westside Amendments to Title 17 of the Vernon Municipal Code; B. Adopt Resolution No. 2023-16 adopting Westside Amendments to the City of Vernon General Plan and certifying the Final Program Environmental Impact Report State Clearinghouse (SCH) No. 2022040458; C. Introduce and conduct first reading of Ordinance No. 1293 adding and amending various chapters in Title 17 – Zoning of the Vernon Municipal Code to allow Mixed Use Industrial Zoning along Santa Fe Avenue, as revised; and D. Direct staff to schedule second reading and adoption of Ordinance No. 1293 for

the August 1, 2023 Regular City Council meeting. The question was called and the motion carried 4-0, Council Member Ybarra absent.

Council Member Ybarra returned to the dais at 9:19 a.m.

CONSENT CALENDAR

MOTION

Council Member Ybarra moved and Mayor Pro Tem Merlo seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

The Consent Calendar consisted of the following items:

- 3. Meeting Minutes**
Recommendation: Approve the June 20, 2023 Regular City Council Meeting Minutes.
- 4. Operating Account Warrant Register**
Recommendation: Approve Operating Account Warrant Register No. 112, for the period of June 4 through June 24, 2023, totaling \$10,479,339.99 and consisting of ratification of electronic payments totaling \$9,763,301.98 and ratification of the issuance of early checks totaling \$716,038.01.
- 5. City Payroll Warrant Register**
Recommendation: Approve City Payroll Warrant Register No. 805, for the period of June 1 through June 30, 2023, totaling \$3,857,440.82 and consisting of ratification of direct deposits, checks and taxes totaling \$2,675,422.99 and ratification of checks and electronic fund transfers (EFT) for payroll related disbursements totaling \$1,182,017.83 paid through operating bank account.
- 6. Fire Department Activity Report**
Recommendation: Receive and file the May 2023 Fire Department Activity Report.
- 7. Police Department Activity Report**
Recommendation: Receive and file the May 2023 Police Department Activity Report.
- 8. Public Works Department Monthly Reports**
Recommendation: Receive and file the April 2023, May 2023, and June 2023 Building Reports.
- 9. Southern California Public Power Authority (SCPPA) Task Order No. Vernon-03 for Services by Radian Generation, LLC (Radian)**
Recommendation: Approve and authorize the General Manager of Public Utilities to execute SCPPA Task Order No. Vernon-03 for services from Radian Generation, LLC, for regulatory compliance administrative services, including the installation, maintenance, support, document migration, content development, and use of Global Audit Ready software for a total amount not-to-exceed \$251,700, for a three-year period.

- 10. Amendment No. 4 to the Services Agreement with Southeast Area Animal Control Authority (SEAACA)**
Recommendation: Approve and authorize the Mayor to execute Amendment No. 4 with SEAACA, in substantially the same form as submitted, for animal control services effective July 1, 2023.
- 11. Amendment No. 3 to Services Agreement with S&S Labor Force Inc., dba JRM for Unarmed Security Guard Services**
Recommendation: Approve and authorize the City Administrator to execute Amendment No. 3 to the 2020 Services Agreement with S&S Labor Force Inc., dba JRM, in substantially the same form as submitted, for unarmed security guard services for a not-to-exceed amount of \$22,542.39.
- 12. Customer Support Agreement with Siemens Energy Inc.**
Recommendation: A. Find that approval of the proposed action is exempt from California Environmental Quality Act (CEQA) review, because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines Section 15378; to the extent the Services Agreement with Siemens Energy provides for facility and equipment maintenance or repairs, such work is categorically exempt from CEQA review, in accordance with CEQA Guidelines Section 15301, because the project consists of the maintenance, repair or minor alteration of existing structures, facilities, or equipment, and involves negligible or no expansion of an existing use; B. Approve and authorize the City Administrator to execute a Customer Support Agreement with Siemens Energy Inc. (Siemens Energy), in substantially the same form as submitted, in an amount not-to-exceed \$1,105,373, to upgrade the existing SPAA-T3000 control system and provide for ongoing service and maintenance needs; C. Authorize a contingency amount of ten percent (10%) or \$110,537 for emergent software patches, updates, and non-warranted equipment or parts and grant authority to the City Administrator to issue Change Orders for an amount up to the contingency amount, if necessary; and D. Approve the issuance of a blanket Purchase Contract in an amount not-to-exceed \$25,000, for maintenance services and parts with Siemens Energy for Fiscal Year 2023-24.
- 13. Change Order to Purchase Contract FI-0042 with MuniServices, LLC**
Recommendation: Approve and authorize a Change Order to Purchase Contract FI-0042 with MuniServices, LLC for Sales, Transactions, and Use Tax Audit and Reporting Services for \$265,000 making the total contract amount not-to-exceed \$298,268.75.
- 14. Encumbering Funds for City Contract No. 20230179, Citywide Striping and Pavement Markings**
Recommendation: Authorize the Director of Finance to encumber \$332,005 from Fiscal Year (FY) 2022-23 to FY 2023-24 for City Contract No. 20230179.
- 15. Purchase Contract with Carahsoft Technology Corp.**
Recommendation: Approve and authorize issuance of a purchase contract with Carahsoft Technology Corp. for various Information Technology purchases, for a total amount not-to-exceed \$150,000 for Fiscal Year 2023-24.

NEW BUSINESS

16. Hybrid Work Policy

Human Resources Director Earl presented the staff report.

In response to Council questions, Human Resources Director Earl explained the intent of the policy and difficulty in hiring and retaining employees due to the lack of hybrid work.

MOTION

Council Member Lopez moved and Mayor Pro Tem Merlo seconded a motion to: A. Adopt Personnel Policies and Procedures Manual Policy V-08 -Hybrid Work Program; and B. Authorize the City Administrator to execute and distribute the Policy to all City Employees. The question was called and the motion carried unanimously.

ORAL REPORTS

17. City Administrator Reports on Activities and other Announcements.

City Administrator Fandino announced the first public EV charging station at 3805 S. Soto Street; Enterprise Truck Rental Grand Opening; SCPPA Annual Tour; VCFG meeting on July 19, 2023, and outreach events with the City of Maywood.

18. City Council Reports on Activities (including AB 1234), Announcements, or Directives to Staff.

None.

ADJOURNMENT

Mayor Larios adjourned the meeting at 9:25 a.m.

CRYSTAL LARIOS, Mayor

ATTEST:

LISA POPE, City Clerk
(seal)