

CITY OF ARCADIA

City Council Regular Meeting Agenda



Tuesday, March 5, 2024, 5:30 p.m.

Location: City Council Conference Room, 240 W. Huntington Drive, Arcadia

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

根据《美国残障人法案》，需要调整或提供便利设施才能参加会议的残障人士（包括辅助器材或服务）可与市书记官办公室联系（电话：(626) 574-5455）。请在会前 48 小时通知市书记官办公室，以便作出合理安排，确保顺利参加会议。

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

根据阿凯迪亚市的语言便利服务政策，英语能力有限并需要翻译服务才能参加会议的人可与市书记官办公室联系（电话：(626) 574-5455），请求提供志愿或专业翻译服务，请至少在会前 72 小时提出请求。

How to Submit Public Comment:

Members of the Public who wish to submit public comment may do so using one of the following methods. Public comment is limited to the time and words allotted.

1. **In-Person:** Complete a Speaker Card, indicating the agenda item number and submit it to the City Clerk prior to the meeting, or simply come to the podium when the Mayor asks for those who wish to speak. Speakers shall be limited to five (5) minutes per person. At the Mayor's discretion, the time limit may be shortened to allow all speakers to address the City Council.

Electronic submission of Public Comment is also available via the City's website or by email as noted below. Public Comment submitted electronically will not be read into the record at the posted meeting time but are forwarded to the City Council prior to the meeting for consideration.

1. **Website:** Please submit your comments using our online public comment form at ArcadiaCA.gov/comment. Your comments must be received at least 30 minutes prior to the posted meeting time.
2. **Email:** Please submit your comments via email to CityClerk@ArcadiaCA.gov. Your comments must be received at least 30 minutes prior to the posted meeting time.

如何提交公众评论意见：

公众成员可以使用以下任何一种方法提交公众评论意见。请在时间和字数的限制范围内提交公众评论意见。

1. **亲自出席：**填写一张发言人卡片，注明议程项目编号，然后在会议开始前提交给市书记官，或者在市长询问公众发言时，直接到讲台上发言。每位发言人的发言时间不得超过五（5）分钟。市长可自行决定缩短发言限制时间，以便允许所有发言人向市议会表达自己的意见。

亦可按照以下方法在本市网站上或通过电子邮件以电子方式提交公众评论意见。以电子方式提交的公众评论意见不会在公布的会议期间读入记录，但会在会议开始前转交给市议会，供市议会考虑。

1. **网站：**请使用以下网站中刊载的在线公众评论意见表提交您的评论意见：ArcadiaCA.gov/comment。必须在公布的会议时间前至少提前 30 分钟提交评论意见。
2. **电子邮件：**请将您的评论意见通过电子邮件发送至：CityClerk@ArcadiaCA.gov。必须在公布的会议时间前至少提前 30 分钟提交评论意见。

CALL TO ORDER

ROLL CALL OF CITY COUNCIL MEMBERS

- April A. Verlato, Mayor
- Michael Cao, Mayor Pro Tem
- Paul P. Cheng, Council Member
- Sharon Kwan, Council Member
- Eileen Wang, Council Member

PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council is asked to complete a Speaker Card and provide it to the City Clerk prior to the start of the meeting. Each speaker is limited to five (5) minutes per person, unless waived by the City Council. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

CLOSED SESSION

- a. Pursuant to Government Code section 54956.9(d)(4) to confer with legal counsel regarding potential litigation - one (1) case.

STUDY SESSION

- a. Report, discussion, and direction regarding a Community Event Sponsorship Policy.

**Regular Meeting
City Council Chambers, 7:00 p.m.**

1. CALL TO ORDER

2. INVOCATION

Reverend John Scholte, Arcadia Community Church

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL OF CITY COUNCIL MEMBERS

April A. Verlato, Mayor
Michael Cao, Mayor Pro Tem
Paul P. Cheng, Council Member
Sharon Kwan, Council Member
Eileen Wang, Council Member

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

7. PRESENTATIONS

- a. Presentation of the 2024 Arbor Day Proclamation.
- b. Presentation of Mayor's Certificate of Commendation to Bryce Stevens for his video production of the Arcadia Beautiful Commission's 2022 and 2023 Holiday Decoration Awards.

8. PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council is asked to complete a Speaker Card and provide it to the City Clerk prior to the start of the meeting. Each speaker is limited to five (5) minutes per person, unless waived by the City Council. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

9. REPORTS FROM MAYOR, CITY COUNCIL AND CITY CLERK (including reports from the City Council related to meetings attended at City expense [AB 1234]).

10. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless a member of the City Council, staff, or the public requests that a specific item be removed from the Consent Calendar for separate discussion and action.

- a. Regular Meeting Minutes of February 20, 2024.
CEQA: Not a Project
Recommended Action: Approve
- b. Purchase Order with Sierra Chevrolet of Monrovia for the purchase of one 2023 Chevrolet Silverado 4500 Stake Bed Dump with Lift Gate pickup truck in the amount of \$113,714.20.
CEQA: Not a Project
Recommended Action: Approve

11. CITY MANAGER

- a. Report, discussion, and direction related to the progress of the "Huntington Plaza" mixed-use development at 117-129 E. Huntington Drive and 124-136 Wheeler Avenue and the related Development Agreement for this project.
CEQA: Not a Project
Recommended Action: Receive and File

12. ADJOURNMENT

The City Council will adjourn this meeting to Tuesday, March 19, 2024, 6:00 p.m. in the City Council Conference Room.

Welcome to the Arcadia City Council Meeting!

The City Council encourages public participation, and invites you to share your views on City business.

MEETINGS: Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:00 p.m. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall, the Arcadia Library, and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (CityClerk@ArcadiaCA.gov). Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 240 W. Huntington Drive, Arcadia, California. Live broadcasts and replays of the City Council Meetings are on cable television. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

PUBLIC PARTICIPATION: Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the City Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane, or disruptive remarks. Where possible, please submit a **Speaker Card** to the City Clerk prior to your comments, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name and address (optional) for the record. Please provide the City Clerk with a copy of any written materials used in your address to the City Council as well as 10 copies of any printed materials you would like distributed to the City Council. The use of City equipment for presentations is not permitted.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC COMMENTS." In general, each speaker will be given five (5) minutes to address the City Council; however, the Mayor, at his/her discretion, may shorten the speaking time limit to allow all speakers time to address the City Council. **By State law, the City Council may not discuss or vote on items not on the agenda. The matter will automatically be referred to staff for appropriate action or response or will be placed on the agenda of a future meeting.**

MATTERS ON THE AGENDA should be addressed when the City Council considers that item. Please indicate the Agenda Item Numbers(s) on the **Speaker Card**. Your name will be called at the appropriate time and you may proceed with your presentation within the five (5) minute time frame. The Mayor, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the City Council.

PUBLIC HEARINGS AND APPEALS are items scheduled for which public input is either required or desired. Separate and apart from the applicant (who may speak longer in the discretion of the City Council), speakers shall be limited to five (5) minutes per person. The Mayor, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the City Council. The applicant may additionally submit rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the City Council. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the City Council can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the City Council and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the City Council, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the City Council or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, shall serve as the Sergeant-at-Arms of the City Council meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

欢迎参加阿凯迪亚市议会会议!

市议会鼓励公众参与，并邀请您分享对城市管理的看法。

会议：市议会定期会议于每个月第一个和第三个星期二下午七时在市议会会议厅举行。在市政厅、阿凯迪亚图书馆和市政府网站 (www.ArcadiaCA.gov) 可以找到包含所有相关信息的完整市议会议程。单独的议程报告可应请求通过电子邮件索取 (CityClerk@ArcadiaCA.gov)。至于在发布该议程后向市议会多数成员分发的文件，公众可在阿凯迪亚市书记官办公室查阅，地址：**240 W. Huntington Drive, Arcadia, California**。市议会会议实况将通过有线电视进行现场直播和回放。如在以往的通知中所提示，如果您参加这次公开会议，您的图像和/或声音可能被录下并播出。

公众参与：市议会欢迎并邀请您参加市议会的所有会议。在每次定期会议上都为那些希望在会上发言的市民留出时间。市政府要求在市议会发言的人杜绝个人攻击、诽谤、亵渎或破坏性言论。如有可能，请在发表意见之前向市书记官提交一张**发言卡**，亦可在市长宣布自由发言时直接上台发言，并说出您的姓名和地址（如果您愿意），以便制作会议记录。请向市书记官提供一份您在发言中使用的任何书面材料，以及 **10** 份您希望分发给市议会的任何印刷材料。不允许把市政府设备用于准备发言内容。

议程之外的事项应当在指定的“公众评议”时间提出。在一般情况下，每位发言者将有五（5）分钟时间向市议会陈述意见，但市长可酌情缩短发言时限，以便让所有希望发言的人都有机会发言。**根据州法，市议会不得讨论或表决未列入议程的事项。此类事项将自动转给工作人员采取适当行动或作出回应，或将其列入未来会议的议程。**

列入议程的事项应当在市议会审议该事项时讨论。请在**发言卡**上标明事项的议程编号。在适当的时间会叫到您的名字，您可以在五（5）分钟时限内发言。市长可酌情缩短发言时限，以便让所有希望发言的人都有机会发言。

公开听证和上诉是为需要或希望征求公众意见的事项安排的日程。除申请人外（市议会可酌情决定延长申请人的发言时间），每位发言人的发言不得超过五（5）分钟。市长可酌情缩短发言时限，以便让所有希望发言的人都有机会发言。申请人还可以另外提交反驳意见。

议程事项：议程包含市议会的例行议题。一般而言，由市政府工作人员在会议前对议程中的事项进行审查和调查，以便市议会在作出决定之前能够充分了解情况。

同意日历：在同意日历上列出的事项被市议会视为例行公事，并将通过一项动议采取行动。除非市议员、工作人员或公众提出请求，否则不会对这些事项进行单独讨论。如果有人提出请求，该事项将从同意日历中删除，单独进行审议和采取行动。

行为规范：尽管市民可对市政府的政策和市议会或其成员的行动或拟议行动自由地提出批评，但不得出现干扰会议正常秩序的行为，包括但不限于在别人的发言时间内阻止别人发言，或妨碍公众听到发言内容或看到议程进展状况。市民亦不得威胁进行身体伤害或以可能被合理理解为作出身体伤害紧迫威胁的方式行事。所有出席会议的人都必须遵守市政府的反骚扰政策，禁止基于个人种族、宗教信仰、肤色、原国籍、祖籍、身体残障、疾病、婚姻状况、性别、性取向或年龄骚扰他人。警察局长或警察局其他成员将担任维持市议会会议秩序的保安官。保安官将执行会议主持人的一切命令和指示，以维持会议秩序和行为规范。对任何违反会议秩序和行为规范的人可执行拘捕，并可能根据《刑法典》第 403 条或《阿凯迪亚市政法典》相关条款提出起诉。



City of Arcadia

PROCLAMATION

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day for the planting of trees, where the Arbor Day holiday was first observed and commemorated with the planting of more than one million trees; and

WHEREAS, Arbor Day is celebrated nationally to help maintain and replenish our country's vast forests, orchards, and woodlands; and

WHEREAS, trees are a renewable resource giving us paper and wood, and helping combat climate change and soil erosion; and

WHEREAS, trees provide essential habitat for much of California's wildlife, including many listed, threatened, and endangered species; and

WHEREAS, vegetation and trees planted in urban areas play an important role in meeting the state's greenhouse gas reduction targets by sequestering carbon and reducing air pollution; and

WHEREAS, Arcadia takes special care to preserve and manage its urban forest under its protected tree ordinance and through regular tree plantings and replacement; and

WHEREAS, trees are a valuable asset that help enhance property values and beautify the Arcadia community, necessitating their preservation and protection.

NOW, THEREFORE, I, April Verlato, Mayor of the City of Arcadia, do hereby proclaim the week of March 7-14, 2024, as a celebration of:

ARBOR DAY

in the City of Arcadia and urge all citizens to celebrate by protecting and planting trees for the benefit of future generations.

*Dated this
5th Day of March, 2024*

April A. Verlato, Mayor



**ARCADIA CITY COUNCIL
REGULAR MEETING MINUTES
TUESDAY, FEBRUARY 20, 2024**

CALL TO ORDER - Mayor Verlato called the Study Session to order at 6:02 p.m.

ROLL CALL OF CITY COUNCIL MEMBERS

PRESENT: Cheng, Kwan, Wang, Cao, and Verlato
ABSENT: None

PUBLIC COMMENTS

William Chenowith, property owner of 16 N. 1st Avenue, appeared and provided his reasons why he is in support of security gates for business and retail storefronts.

Lenore Jiao, owner of N16 Cellar, appeared and provided her reasons why she is in support of security gates of business and retail storefronts.

STUDY SESSION

- a. Report, discussion, and direction regarding allowing security gates for business and retail storefronts.

Planning Manger Graham provided a PowerPoint presentation.

After City Council discussion, a motion was made by Council Member Cheng, seconded by Mayor Pro Tem Cao, and carried on a roll call vote to direct staff to allow security gates for business and retail storefronts by processing requests on a unique, case-by-case basis with a Minor Administrative Modification and/or Site Plan Design Review, and to bring back the policy for review in one year.

AYES: Cheng, Cao, Wang, and Verlato
NOES: Kwan
ABSENT: None

The Study Session ended at 6:46 p.m.

**Regular Meeting
City Council Chambers, 7:00 p.m.**

1. **CALL TO ORDER** – Mayor Verlato called the Regular Meeting to order at 7:00 p.m.
2. **INVOCATION** – Reverend Gina Milligan, Santa Anita Church
3. **PLEDGE OF ALLEGIANCE** – Boy Scout Troop 111
4. **ROLL CALL OF CITY COUNCIL MEMBERS**

PRESENT: Cheng, Kwan, Wang, Cao, and Verlato
ABSENT: None

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

City Attorney Maurer attended the meeting remotely and had nothing to report.

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

City Manager Lazzaretto noted that City Attorney Maurer is participating in the meeting via Zoom; he reported that prior to the Regular Meeting the City Council met in a Study Session to discuss allowing security gates at commercial storefronts; and stated that on a 4-1 vote (Council Member Kwan opposing) the City Council directed staff to allow security gates for business and retail storefronts on a case-by-case basis, and to bring back the policy for review in a year.

7. PRESENTATIONS

- a. Presentation of Mayor’s Certificate of Commendation to the Foothills Middle School Girls Varsity Basketball Team for winning the school’s first 210 League Championship.
- b. Presentation of a \$20,000 donation from the Arcadia Chinese Association and Arcadia Fire Department Foundation to the Arcadia Fire Department.
- c. Presentation on SB1383 Compliance (Organic Waste Collection) by Waste Management, Food ED, and City staff.

8. PUBLIC HEARING

- a. Direct the Los Angeles County Agricultural Commissioner to abate nuisances upon those properties located in the City of Arcadia and approve the Annual Weed Abatement Property List.
CEQA: Exempt
Recommended Action: Approve

City Manager Lazzaretto presented the Staff Report.

Mayor Verlato opened the Public Hearing.

No one appeared.

Mayor Verlato closed the Public Hearing.

A motion was made by Mayor Pro Tem Cao, seconded by Council Member Cheng, and carried on a roll call vote to direct the Los Angeles County Agricultural Commissioner to abate nuisances upon those properties located in the City of Arcadia and approve the Annual Weed Abatement Property List.

AYES: Cao, Cheng, Kwan, Wang, and Verlato
NOES: None
ABSENT: None

9. PUBLIC COMMENT

Edgar Madrid, an Arcadia resident, appeared on behalf of his daughter Elizabeth Madrid (Dana Middle School student) to announced that on March 21 the Dana Middle School Drama Department will be presenting the production of “Game of Tiaras” and encouraged everyone to attend.

10. REPORTS FROM MAYOR, CITY COUNCIL AND CITY CLERK *(including reports from the City Council related to meetings attended at City expense [AB 1234]).*

Council Member Wang provided a report on the various events that she attended or will be attending as a representative of the City; she thanked Chief Nakamura and officers for hosting the Area Commander meetings.

Council Member Cheng shared a story in memory of longtime Arcadia resident and former Mayor Gary Kovacic’s mother, Florence Kovacic; he thanked City staff for their service to the community; he provided a report on the various events that he attended or will be attending as a representative of the City; he announced that on February 28 the City Council Health Committee is hosting a Citywide Health Education Series on Heart Disease; and he thanked the City Council for allowing him to serve with them.

Mayor Pro Tem Cao provided a report on the various events that he attended or will be attending as a representative of the City; he praised Council Member Wang for her work on the American Chinese Spring Festival and Gala; he further announced that on February 28 the City Council Health Committee is hosting a Citywide Health Education Series on Heart Disease and encouraged everyone to attend.

Council Member Kwan noted an email received from a resident requesting that a traffic signal be installed at the intersection leading to Foothill Middle School; she stated that she participated in USC Arcadia Hospital Foundation’s “Institute for Asian Health Panel Discussion” on February 8; she spoke about the importance of local health care facilities reflecting the City’s diverse background and culture, and provided suggestions for areas of improvement for USC Arcadia Hospital; she encouraged eligible voters to educate themselves on candidates and participate in the March 5 Primary Election; and she congratulated Mayor Verlato on her candidacy for Congress in District 28.

Mayor Verlato provided a report on the various events that she attended or will be attending as a representative of the City; she announced that on February 25 the Downtown Arcadia Improvement Association is hosting the 2024 Lunar New Year Festival and encouraged everyone to attend; she also announced that the City is hosting a Homeless Symposium on February 29; and she stated that she is looking forward to learning how much recent rain storms have benefitted local aquifers.

11. CONSENT CALENDAR

- a. Regular Meeting Minutes of February 6, 2024.
CEQA: Not a Project
Recommended Action: Approve
- b. Ordinances related to Zone Change No. ZC 23-03, and Text Amendment No. TA 23-02 for the Citywide Rezoning Project to implement the adopted Housing Element.

Ordinance No. 2399 related to Zone Change No. ZC 23-03 amending the zoning designations and Zoning Map for properties Citywide to implement the rezoning strategies within the adopted Housing Element for the 2021-2029 Housing Cycle along with an Addendum to the Adopted Negative Declaration for the Housing Element under the California Environmental Quality Act (“CEQA”).

CEQA: Addendum to Negative Declaration for Housing Element

Recommended Action: Adopt

Ordinance No. 2400 related to Text Amendment No. TA 23-02 amending various sections of Article IX, Chapter 1, of the Arcadia Development Code to implement rezoning strategies within the adopted Housing Element for the 2021-2029 Housing Cycle along with an Addendum to the Adopted Negative Declaration for the Housing Element under the California Environmental Quality Act (“CEQA”).

CEQA: Addendum to Negative Declaration for Housing Element

Recommended Action: Adopt

- c. Resolution No. 7546 amending Resolution No. 7380 approving a Memorandum of Understanding establishing compensation and related benefits for employees represented by the Arcadia City Employees’ Association (“ACEA”) for July 1, 2021, through June 30, 2024 (Code Services Supervisor).

CEQA: Not a Project

Recommended Action: Adopt

- d. Donation in the amount of \$20,000 from the Arcadia Chinese Association and Arcadia Fire Department Foundation to fund ongoing Arcadia Fire Department training projects.

CEQA: Not a Project

Recommended Action: Accept

- e. Extension to the contract with Superior Pavement Markings, Inc. for street striping and pavement marking services in the amount of \$135,696.60.

CEQA: Not a Project

Recommended Action: Approve

- f. Final Tract Map No. 83240 for a 13-unit multi-family residential condominium subdivision at 901 W. Duarte Road.

CEQA: Exempt

Recommended Action: Approve

- g. Purchase Order with Inland Lighting Supplies, Inc. for the purchase of lighting and electrical supplies in the amount of \$55,794.49.

CEQA: Not a Project

Recommended Action: Approve

- h. Accept all work performed by Select Electric, Inc. for the Colorado Complete Streets Traffic Signal Improvements Project at the intersections of Colorado Boulevard and Baldwin Avenue, Colorado Boulevard and Colorado Place, and Colorado Boulevard and First Avenue, as complete.

CEQA: Exempt

Recommended Action: Approve

It was moved by Council Member Kwan, seconded by Council Member Wang, and carried on a roll call vote to approve Consent Calendar Items 11.a through 11.h.

AYES: Kwan, Wang, Cheng, Cao, and Verlato
NOES: None
ABSENT: None

12. CITY MANAGER


- a. Presentation of the General Fund Fiscal Year 2022-23 year ending result and Fiscal Year 2023-24 Mid-Year Budget Review.
CEQA: Not a Project
Recommended Action: Receive and File

Interim Administrative Services Director Chen provided the PowerPoint presentation.

After discussions, the presentation was received and filed by the City Council.

13. ADJOURNMENT

The City Council adjourned in memory of longtime Arcadia resident Florence Kovacic at 9:02 p.m. to Tuesday, March 5, 2024, at 5:30 p.m. in the City Council Conference Room.



Linda Rodriguez
Assistant City Clerk



STAFF REPORT

Public Works Services Department

DATE: March 5, 2024

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Public Works Services Director
By: Dave Thompson, Streets Superintendent

SUBJECT: PURCHASE ORDER WITH SIERRA CHEVROLET OF MONROVIA FOR THE PURCHASE OF ONE 2023 CHEVROLET SILVERADO 4500 STAKE BED DUMP WITH LIFT GATE PICKUP TRUCK IN THE AMOUNT OF \$113,714.20
CEQA: Not a Project
Recommendation: Approve

SUMMARY

The Fiscal Year 2023-24 Equipment Acquisition Budget provides for the replacement of one 3/4-ton stake bed truck for the Public Works Services Department (“PWSD”) that meets the criteria outlined in the City’s Vehicle Replacement Program. To ensure that the City is receiving the most competitive price for one 2023 Chevrolet Silverado 4500 Regular Cab 2WD HD Stake Bed Dump with Lift Gate pickup truck, a formal bid process was conducted. Sierra Chevrolet submitted the only responsive bid.

It is recommended that the City Council approve a Purchase Order with Sierra Chevrolet for the purchase of one 2023 Chevrolet Silverado 4500 Regular Stake Bed Dump with Lift Gate pickup truck in the amount of \$113,714.20.

BACKGROUND

The Fiscal Year 2023-24 Equipment Acquisition Budget provides for the replacement of one 3/4-ton stake bed pickup truck in the PWSD. The vehicle that will be replaced is currently used by the Streets section of the PWSD and meets the mileage and age requirements of the City’s Vehicle Replacement Program. The vehicle scheduled for replacement is a 2001 Ford F-450 3/4-ton stake bed pickup truck with 144,803 miles.

This pickup truck is used by the Streets section for daily maintenance around the City, and to pick up large amounts of debris. The stake bed truck is capable of hauling and dumping heavy loads of debris, which is needed for tree removals and other large debris removals. The existing unit will go to auction once replaced and auction proceeds will return to the fund of origin.

DISCUSSION

A Notice Inviting Bids was published in accordance with City Council Resolution No. 7483, and bid packages were distributed to local vendors who provide this type of vehicle. One responsive bid was received with the following results:

<u>Bidder</u>	<u>Location</u>	<u>Bid Amount</u>
Sierra Chevrolet of Monrovia	Monrovia, CA	\$113,714.20
UAG Cerritos I, LLC	Non-Responsive	

Because the vehicle requested was very specific and not often regularly stocked, some of the vendors that received bid packages were not able to submit bids due to lack of inventory. The bid provided by UAG Cerritos I, LLC was sent via email only and not mailed to the City Clerk's office, as outlined in the Notice Inviting Bids and bid documents. The bid that was provided by UAG Cerritos was also for a 2025 Chevy Silverado Lift Gate Pickup Truck with an estimated delivery of 210 days, which was not the vehicle specified in the bid documents and carries an unacceptably long lead time. For these reasons, the bid was found non-responsive and was not considered.

The bid submitted by Sierra Chevrolet of Monrovia was reviewed and their background was investigated. The dealership has previously provided satisfactory service in the purchase of vehicles, including pickup trucks purchased in July 2023. Based on this review, it has been determined that Sierra Chevrolet of Monrovia is the lowest responsive bidder that meets the City's required vehicle specifications.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The total purchase cost for the 2023 Chevrolet Silverado 4500 Regular Cab 2WD HD Stake Bed Dump with Lift Gate pickup truck is \$113,714.20. Funds in the amount of \$185,200 have been budgeted in the Fiscal Year 2023-24 Equipment Replacement Budget. The funds remaining in the budget will be used to outfit the vehicle with necessary equipment.

RECOMMENDATION

It is recommended that the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and approve a Purchase

Purchase Order for Stake Bed Pickup Truck
March 5, 2024
Page 3 of 3

Order with Sierra Chevrolet of Monrovia for the purchase of one 2023 Chevrolet Silverado 4500 Stake Bed Dump with Lift Gate pickup truck in the amount of \$113,714.20.

Approved:



Dominic Lazzaretto
City Manager



STAFF REPORT

Development Services Department

DATE: March 5, 2024

TO: Honorable Mayor and City Council

FROM: Jason Kruckeberg, Assistant City Manager/Development Services Director

SUBJECT: REPORT, DISCUSSION, AND DIRECTION RELATED TO THE PROGRESS OF THE “HUNTINGTON PLAZA” MIXED-USE DEVELOPMENT AT 117-129 E. HUNTINGTON DRIVE AND 124-136 WHEELER AVENUE AND THE RELATED DEVELOPMENT AGREEMENT FOR THIS PROJECT
CEQA: Not a Project
Recommendation: Receive and File

SUMMARY

The proposed mixed-use development at 117-129 E. Huntington Drive and 124-136 Wheeler Avenue, known as the “Huntington Plaza” mixed-use development (the “Project”), was approved by the City Council on August 18, 2020. The Project included a Development Agreement between the property owner (New World International, LLC), and the City, to ensure public parking was provided to benefit the businesses and visitors of Downtown Arcadia. The purpose of this report is to provide the City Council an update on the progress of this Project.

BACKGROUND

On August 18, 2020, the City Council approved a mixed-use development project on the subject site, which included 10,200 square feet of commercial space, 139 condominiums, a publicly accessible plaza fronting Huntington Drive, and a single level of subterranean parking. To facilitate the Project, a portion of the alley between Huntington Drive and Wheeler Avenue must be vacated to accommodate the basement parking. An easement for public access will subsequently be granted to maintain surface-level vehicular and pedestrian access through the alley. Furthermore, the Project included a Development Agreement between the City and the Applicant/Property Owner. The Development Agreement allowed for the inclusion of the City-owned public parking lot on Wheeler Avenue as part of the Project, subject to the replacement of 55 public parking spaces within the project boundaries. A parking and access easement agreement was also recorded along with the Development Agreement to facilitate public parking.

ANALYSIS

Construction plans were submitted to the City's Building Division for review on May 20, 2021. No Building Permit has been issued to date for the Project. The plans have undergone five rounds of review, and a sixth plan-check is currently in progress. In addition, many of the steps necessary to facilitate the issuance of a building permit have not yet been accomplished, including relocation of public utilities out of the adjacent public alley and the formal vacation of the public alley (requires City Council review). Additionally, the Vesting Tentative Tract Map for the Project has been extended twice, once administratively, and once by the Planning Commission; the Tract Map is now set to expire on August 18, 2024.

Development Services Department staff have repeatedly expressed concerns about the Applicant's slow progress in meetings and in writing (Refer to attached letters dated May 12, 2022, August 18, 2022, and May 12, 2023). This correspondence was provided to the Planning Commission during the hearing to extend the Tract Map, and at that time, it was made clear to the Commission and Applicant that a review of the project was forthcoming; this is that review. To date, significant concerns remain about the ongoing delays and the Applicant's ability to successfully complete the Project.

During this time, the subject property has also created numerous code enforcement issues, with multiple notices of violation and citations for maintenance, graffiti, and safety concerns. There was also a significant fire at 128 Wheeler Avenue, which destroyed the building and damaged the adjacent buildings at 124 and 134 Wheeler Avenue. This fire occurred on October 8, 2022. It took nearly one year for these properties to be demolished, and they have remained a source of concern for Downtown businesses, a public eyesore, and a nuisance to the area.

A verbal report will be provided to the City Council at the Council Meeting on March 5, 2024. Representatives of New World International, LLC will be present at the meeting to provide a presentation and answer questions about the state of the Project.

ENVIRONMENTAL ANALYSIS

The California Environmental Quality Act ("CEQA") determination was made at project approval by the City Council on August 18, 2020. This review is not considered a project under CEQA.

FISCAL IMPACT

There is no impact to the City's budget as a result of receiving and filing this report.

RECOMMENDATION

It is recommended that the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and receive and file this report.

Approved:



Dominic Lazzaretto
City Manager

- Attachment No. 1: Letter dated May 12, 2022, detailing Plan Check corrections
- Attachment No. 2: Letter dated August 18, 2022, detailing delays in process
- Attachment No. 3: Letter dated May 12, 2023, notice of Planning Commission hearing on Tract Map Extension



City of Arcadia

Development Services Department

Jason Kruckeberg
*Assistant City Manager/
Development Services
Director*

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May 12, 2022

SENT VIA EMAIL

Zhiling Sun
Giantech Construction Inc.
Email: zhiling@giantechinc.com

Subject: Plan Check corrections

Project Address: 117 – 129 E. Huntington Drive and 124 – 134 Wheeler Avenue

Dear Mr. Sun:

The Development Services Department has reviewed the building plans for conformance with City requirements, mitigation measures, conditions of approval, and the development agreement. The following are outstanding items at this stage of the project. There might be additional items since we haven't received many of the required items listed below. :

1. Before the City can issue any permits, the Final Map must be filed and approved by the City Council. We understand that you are trying to resolve the relocation of the easements and sewer line, however the Final Map must be recorded prior to issuance of a building permit, and it must comply with condition no. 11. Please note the tentative tract map is only valid for 2 years and expires on (August 18, 2022). It is best you apply for a 1 year extension at least one month prior to the expiration date. Attached is the application.
2. Prior to approval of the Final Map or the issuance of a demolition permit, whichever comes first, the Owner/Applicant shall either construct or post security for all public improvements shown on the Vesting Tentative Map 82734 and the following item(s):
 - a. Remove and replace existing sidewalk, curb, and gutter from property line to property line for all adjacent public right-of-way.
 - b. Coordinate with Public Works Services on replacement or protection of street trees.
 - c. Install new driveway per City Standard plans.
 - d. Improvements to alley shall be through the project and extend westerly to First Avenue. The improvement concept shall be in accordance with the City's alley improvement plan currently in design at the time of this action. This concept plan is intended to include enhancements like pavers, bollards lighting etc.
3. Prior to the recordation of the Final Map, the owner shall dedicate to the City a triangular portion of property in the northeast corner of the property adjacent to Wheeler Avenue and Indiana Street, measuring a minimum of 12-foot perpendicular to Indiana Street, for street and parking purposes (See condition 12 of Resolution No. 7331).

4. The City has not received a parking management plan to replace the 55 parking spaces during construction. The City requires a tentative lease agreement for 55 parking spaces subject to the City's review process prior to executing those lease agreements (See condition 6 of Resolution No. 7331).

Prior to issuance of a building permit, a parking management plan needs to be submitted (See condition 4 of Resolution No. 7331).

5. A haul route map and construction staging plan is required prior to issuance of a grading plan (See condition 2 of Resolution No. 7331). Also, a Construction Management Plan shall be prepared by the Developer for the review and approval of the City of Arcadia and any other affected jurisdictions in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) (See Mitigation Measure No. 44 for details on the minimum requirements for the Construction Management Plan).
6. All the requirements necessary to vacate the alley need to be completed (See condition 11 of Resolution No. 7331).
7. Provide a copy of the CC&R's for the development. The CC&R's must include a section on maintenance.
8. As the Planning & Community Development Administrator mentioned to you by email the only access that residential unit has at 16 N. First Avenue is through a door off the alley. Obviously, this is an issue, so we ask that you resolve this problem prior to issuance of a grading permit.
9. Please be aware that if the trees are removed during the nesting period, a report prepared by a Biologist is required to be completed and it can't be more than 2 weeks before the demo the site and/or grade. I believe nesting period ends on Sept.
10. Submit a Sewer area study to the Department of Public Works.
11. Mitigation measures outlined below have yet to be met:
 - a. Prior to the issuance of a demolition permit, the Applicant shall submit the name and qualifications of a qualified paleontologist to the City of Arcadia Development Services Department for review and approval. Once approved, the qualified paleontologist shall be retained by the Applicant on an on-call basis to observe grading activities in the older Quaternary Alluvium on the Project site and to salvage and catalogue fossils as necessary. A receipt for the paleontologist's services must be submitted to Development Services Department (See Mitigation Measure No. 41).

- b. Prior to the issuance of a demolition permit, pre-demolition surveys for asbestos-containing materials (ACMs) and lead-based paint (LBP) shall be performed for the structures proposed for demolition (See Mitigation Measure No. 42).
- c. Prior to the issuance of a demolition permit for the Project, the Applicant shall submit written proof to the City that engineering drawings and calculations as well as construction work plans and methods including any crane placement and radius have been submitted to Metro for review (See Mitigation Measure No. 45).

12. Please see minor redline comments on the plans.

Please note that grading plans and LID documentation are still to be reviewed. Additional comments may be forthcoming from that review.

If you have any questions regarding the requirements outlined above, please contact me at (626) 574-5442 or by email at FGraham@ArcadiaCA.gov. Thank you.

Sincerely,

DEVELOPMENT SERVICES DEPARTMENT
Community Development Division / Planning Services



Fiona Graham
Planning Services Manager



City of Arcadia

Development Services Department

Jason Kruckeberg
*Assistant City Manager/
Development Services
Director*

August 18, 2022

Andy Zhang and Ben Zhang
New World International, LLC.
23341 Golden Springs Drive, #200
Diamond Bar, CA 91765

**Subject: Huntington Plaza Project – 117-129 E. Huntington Drive/124-134
Wheeler Avenue**

Dear Andy and Ben:

This letter concerns the situation with the plan check and processing of the Huntington Plaza project. This entitlement was approved in August 2020, after years of work and effort to develop a project scope that included the City's parking lot property. It has now been two years since this approval, and no building permit has been issued. In fact, my staff have informed me that there have been recent meetings where we have had to outline processes related to utility relocation, vacation of easements, and the Final Subdivision Map approval for the project that will take many months and likely well over a year to resolve.

As you know, you have entered into a Development Agreement with the City of Arcadia and, as part of the project, you purchased City property as well as adjacent buildings. In the time you have owned these properties, they have fallen into disrepair, have had many code violations, and have become an eyesore in Downtown Arcadia. For example, the parking lot has degraded to the point where it is a liability concern and it needs to be resurfaced. Additionally, the buildings have been broken into frequently and utilized by homeless individuals, and weeds, trash, torn awnings, and broken windows are prevalent.

Because of the lack of movement on your Plan Check, and the fact that issuance is not imminent, we have significant concerns that: 1) You will be unable to complete this project, and 2) The property will continue to degrade and become a true nuisance in Downtown Arcadia. As a result, we have reached a point where the performance requirements under the Development Agreement must be formally reviewed and the City must decide whether to continue pursuing the Agreement.


The issues that came to light recently with regard to your Map, utilities, and vacation of easements are items that should have been in process long ago. There appears to be a significant lack of understanding of the complexities of development of a project of this type and the necessary steps required. Over the years, we have repeatedly made you aware of this and suggested you hire experienced project managers and mixed-use development teams. This has not been done. Because of this, we are also very concerned with the rest of your pending projects in Arcadia. New World International owns several other

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prominent and important properties in the City, and we continue to expend staff time reviewing iterations of these other projects while you have not been able to move Huntington Plaza forward.

Through this letter, we are requesting that you provide us with a full and complete timeline for the construction of the Huntington Plaza project, complete with milestones and key steps. We are also requesting that you provide us with your maintenance and use plan for the existing buildings and uses on the property to maintain these properties until such time as you can move forward with construction. Once we have your information, we would like to schedule a time for you to present this information to the City Council, so the City Council can make decisions about the existing Development Agreement and whether to continue with it. Thank you for your cooperation.

Sincerely,



Jason Kruckeberg
Assistant City Manager/Development Services Director

C: Dominic Lazzaretto, City Manager
Stephen P. Deitsch, City Attorney
Phil Wray, Deputy Director of Development Services/City Engineer
Lisa Flores, Planning & Community Development Administrator
Ken Fields, Building Official

ITEMS AND ISSUES PRIOR TO FINAL MAP APPROVAL/RECORDATION

There are still many steps that are needed prior to final recordation of the Map, including but not limited to:

- The plans still do not include a feasible drainage plan. This has been a plan check comment since the first round of plan check.
- As part of the recordation of the Final Map (and prior to issuance of a building permit), they have to dedicate to the City a triangular portion of the property in the northeast corner of the property adjacent to Wheeler and Indiana Street, measuring 12-feet for street and parking purposes.
- Plans for off-site improvements have not been completed. Also will need to Post bond for all public improvements such as sidewalk, driveways, alley improvements etc.
- Submit parking management plan to replace the 55 parking spaces lost during construction.
- Submit comprehensive haul route and construction staging plan.
- Pre-demolition surveys and materials testing must be completed.
- Coordinate with the property owner at 16 N. First Avenue since their only access to the residential unit is through a door off the alley.
- Obtain utility company approvals for all utility relocations, new poles, and property owner approvals as necessary
- Show all new utility easements and elimination of unnecessary utilities on the Map. Each utility Company (SCE, AT&T, Spectrum) to perform their own relocation work. City will issue permits for work in ROW. Utility Companies typically don't work concurrently on these types of relocation projects, so each Company will schedule its work separate from the others. (Project Utility Coordination from a third party is vital to make this happen in a timely manner.)
- Obtain new Public Sewer Main plan approval from City, and clearance from LACSD
- Install new sewer in alley from west property Boundary to First Avenue, keep all sewer laterals active, and reconnect all active services to the new line, Abandon the old sewer. Obtain formal acceptance of all work by City
- The Applicant shall submit a reciprocal access easement over the alley for public use and the maintenance section of the development's CC&R's. This shall be subject to review and approval by the City's Attorney.
- Once Huntington Plaza Portion of the alley is free and clear of all underground and overhead utilities and poles, make application for alley vacation
- City to obtain clearances from all utility companies
- City to administer the Alley vacation process with the notice of intent resolution and posting/noticing for a month before the vacation Public hearing
- Once vacated, the Vacation Resolution must be recorded and recording information added to the final map
- Obtain County approval letter for final map and City to review final map
- Remove all existing structures from the site and abandon utilities
- Final Tract Map approved by City Council
- Final Tract Map, Easements, and CC&Rs recorded by the County at the same time



City of Arcadia

Development Services Department

Jason Kruckeberg
*Assistant City Manager/
Development Services
Director*

May 12, 2023

Andy Zhang and Ben Zhang
New World International, LLC.
23341 Golden Springs Drive, #200
Diamond Bar, CA 91765

Daniel Wu
Giantech Construction, Inc.
2 La Porte Street
Arcadia, CA 91006

**Subject: Huntington Plaza Project – 117-129 E. Huntington Drive/124-134
Wheeler Avenue**

Dear Andy, Ben, and Daniel,

This letter is related to the status of the plan check and entitlements for the Huntington Plaza project. As you know, this entitlement was approved in August 2020, after years of work and effort to develop a project scope that included the City's parking lot property. It is rapidly approaching three years since this entitlement, and we are nearing a critical deadline related to your Tentative Tract Map.

Tentative Tract Map No. 82734 was extended administratively last August and expires on August 18, 2023. In order to receive any further extension, the Arcadia Planning Commission must hold a public hearing on your project well in advance of this date. Please submit a request for extension project with the Planning Division as soon as possible in order for us to schedule a hearing with the Planning Commission to consider extending your project. We are tentatively planning this hearing for **July 25, 2023**, so it is critical that these materials be submitted quickly. The application form is attached.

Along with your application, you must also submit rationale and justification to the Planning Commission in order for them to extend this Map. It is clear from the state of the plans that they are not close to permit issuance. The plan set we are currently reviewing is the 4th submittal. There was a seven month gap between the last returned set of comments and the current set. Even with that time, there are still many original conditions of approval that have not been dealt with and additional corrections on the plans from both the Planning and Engineering Divisions. Many of the comments from these divisions are carried over from the very first review of the plans. A letter was provided to you on May 12, 2022, detailing many of the necessary items for Plan Check, and another letter on August 18, 2022, was provided laying out our concerns with the project and requesting a timeline for completion. Obviously, the timeline you provided has not been met.

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In the August 18 letter, we also raised our concerns with the state of the buildings and properties you own. They are in a constant state of disrepair and are an eyesore and embarrassment for Downtown Arcadia. We have repeatedly provided notices and citations to clean up the buildings and keep them secure, in addition to a request to resurface and maintain the parking lots. Despite these efforts, a fire occurred in these buildings on October 8, 2022. Even with our assistance and efforts, one building remains standing on this site as you have been unable to secure a demolition clearance for more than seven months. These properties continue to be a nuisance in the Downtown area, and we will unfortunately continue to cite for Code violations.

A Building Permit for your project cannot be issued until a Final Map is approved, and there are many steps needed before you can get Final Map approval. At the hearing with the Planning Commission, it will be your responsibility to provide information that supports a request to extend the Tentative Tract Map in light of all the problems with the Plan Check process and properties. In the meantime, the City will continue to evaluate the Development Agreement that exists between you and the City.

For your reference, copies of the May 18, 2022, letter, August 18, 2022, letter, and a list of items required prior to Final Map approval, have been attached to this correspondence. Please feel free to reach out to me or Lisa Flores, Deputy Development Services Director, with any questions at 626-574-5414.

Sincerely,



Jason Kruckeberg
Assistant City Manager/Development Services Director

Attachments

C: Dominic Lazzaretto, City Manager
Michael Maurer, City Attorney
Kevin Merrill, City Engineer
Lisa Flores, Deputy Development Services Director
Ken Fields, Building Official