



CITY OF MONTEBELLO CITY COUNCIL
CALL AND NOTICE OF A SPECIAL MEETING AND AGENDA

WEDNESDAY, MARCH 31, 2021 AT 5:30 P.M

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA^{1 1[2]}**

NOTICE IS HEREBY GIVEN that a Special Meeting for the City of Montebello City Council is hereby called to be held on March 31, 2021 at 5:30 p.m. in the Council Chambers, 1600 West Beverly Boulevard, Montebello City Hall and from various locations via zoom or other electronic platforms.

OPENING CEREMONIES

CALL MEETING TO ORDER

ROLL CALL

STATEMENT OF PUBLIC COMMENTS AND PARTICIPATION

Members of the public interested in addressing the City Council during this Special Meeting may *only* address the items which have been described in the notice of this Special meeting in accordance with Government Code Section 54954.3(a). This also includes any request for Public Comments on items listed for Closed Session prior to the City Council recessing into Closed Session. At this City Council meeting and consistent with the Governor's Executive Order No N-29-20, the City Council meeting will continue to be live streamed and can be watched at www.cityofmontebello.com under the "City Council AGENDAS" tab and clicking the "Live Stream" tab. For those interested in making public comments, you may call up until the day of the meeting, **Wednesday, March 31, 2021 between 7:30 a.m. – 3:30 p.m.** at (323) 887-1359. Staff will complete public comment cards and the public will be called during the City Council meeting – Closed Session begins at 5:30 p.m. and Regular Session begins at 6:30 p.m. The exact call back time is not predictable due to the nature of the City Council agenda. As a result, you must be available until the end of the meeting to receive a live call from staff during the meeting. The City has also created an email address, ccpubliccomment@cityofmontebello.com, where the public can submit public comments up until the day of the meeting, **Wednesday, March 31, 2021 between 7:30 a.m. – 3:30 p.m.** These comments will be read out loud and submitted for the record. In order to conduct a timely meeting, the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person.

¹ *In compliance with the Americans with Disabilities Act (ADA) any person with a disability who requires special accommodations in order to participate in a meeting should contact the Building Official at (323) 887-1497 Monday-Thursday from 7:30 a.m.-5:30 p.m. Please call 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II1203). If you require translation services, please contact the City Clerk's office 24 hours before this meeting. Si necesita servicios de traducción, comuníquese con la Oficina del Secretario Municipal 24 horas antes de esta reunión.*

CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code Section 54956.8

Property: 1345 N. Montebello Blvd.

Agency's Negotiator: René Bobadilla, City Manager

Negotiating Party: M&M Realty

Under Negotiating: Price and Terms

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code Section 54956.9 (d)(2): One matter involving potential litigation which will be announced as set forth in Government Code Section 54956.9 (e)(1)

REPORT FROM CLOSED SESSION

OPEN SESSION – CONSENT AGENDA

3. AMEND THE FISCAL YEAR 2020-21 BUDGET BY INCREASING APPROPRIATIONS IN THE AMOUNT OF \$50,000 FOR AGREEMENT NO. 3504 WITH INFRASTRUCTURE ENGINEERS

RECOMMENDATION: It is recommended that the City Council:

It is recommended that the City Council amend the Fiscal Year 2020-21 budget by increasing appropriations in the amount of \$50,000 for Agreement No. 3504 with Infrastructure Engineers for Building and Safety services (Account No. 100-50-540-6040.10, Outside Contracts).

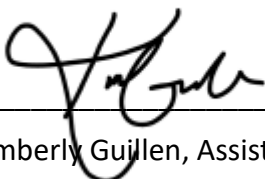
4. BUDGET KICKOFF WORKSHOP

ADJOURNMENT

The City of Montebello will adjourn to the next Regular Meeting on April 14, 2021 at 5:30 p.m. which can be live streamed at www.cityofmontebello.com (Click on Live Stream).

Dated: March 31, 2021

I, Kimberly Guillen, Assistant to the Deputy City Clerk for the City of Montebello hereby certify that the foregoing Notice of the Special Meeting for the City of Montebello City Council to be held on March 31, 2021, at 5:30 p.m., was posted at City Hall and the City's website no less than 24-hours before the start of the Special Meeting, and delivered to each member of the City of Montebello City Council all on March 30, 2021.



Kimberly Guillen, Assistant to the Deputy City Clerk



CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: James Enriquez, P.E., Director of Public Works

SUBJECT: Amend the Fiscal Year 2020-21 Budget by Increasing Appropriations in the Amount of \$50,000 for Agreement No. 3504 with Infrastructure Engineers

DATE: March 31, 2021

RECOMMENDATION:

It is recommended that the City Council amend the Fiscal Year 2020-21 budget by increasing appropriations in the amount of \$50,000 for Agreement No. 3504 with Infrastructure Engineers for Building and Safety services (Account No. 100-50-540-6040.10, Outside Contracts).

FISCAL IMPACT

The “not to exceed” amount on Agreement No. 3504 with Infrastructure Engineers must be increased in order to continue utilizing their services through June 30, 2021. The initial term of the contract expires on December 19, 2021, and there is an option for a two-year extension. However, additional appropriations are needed to pay outstanding invoices as well as to provide services rendered between now and the end of the current fiscal year.

Staff is requesting approval of a budget amendment in the amount of \$50,000 (Account No. 100-50-540-6040.10, Outside Contracts). This is the estimated amount needed for Community Development to continue utilizing Infrastructure Engineers for services included in Agreement No. 3504 through June 30, 2021.

BACKGROUND

On December 19, 2018, the City Council approved a Professional Services Agreement for Building and Safety Services with Infrastructure Engineers (Agreement No. 3504). The Agreement was for three years, with an optional two-year extension for a total maximum of

CITY COUNCIL AGENDA REPORT – SPECIAL MEETING OF MARCH 31, 2021
Amend the Fiscal Year 2020-21 Budget by Increasing Appropriations in the Amount of \$50,000 for Agreement No. 3504 with Infrastructure Engineers
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5 years of contracted services. The annual contract amount was \$118,560 for each of the first two years and is currently \$125,000 for the third year. This fee covers staff augmentation in the Building Division.

In addition to the staff augmentation services included in the monthly retainer in Agreement No. 3504, Infrastructure Engineers provides plan check services under Agreement No. 3279, approved by the City Council on June 26, 2017. The agreement defined compensation for plan checking at a rate of 50% of the plan check fee collected by the City as well as setting a rate schedule for special plan check services. Although Agreement No. 3279 expired on July 30, 2019, Infrastructure Engineers continues to provide plan check services under the terms and conditions of Agreement No. 3279.

Staff is working with Infrastructure Engineers and the City Attorney on a contract amendment to continue the plan check services in coordination with the term of Agreement No. 3504. Although Building Division staff internally provides some plan checking services, Infrastructure Engineers continues to take the overflow, expedited, and special plan reviews to ensure all reviews are completed in a timely manner. Recommendations for a contract amendment will be included in a future City Council Meeting agenda.

SUMMARY

The City Council will consider approval of a budget amendment in the amount of \$50,000 to cover anticipated services provided by Infrastructure Engineers under Agreement No. 3504 for the remainder of Fiscal Year 2020-21 by increasing appropriations in Account No. 100-50-540-6040.10, Outside Contracts).

ATTACHMENT:

None