MEMORANDUM
To: Honorable Mayor and Members of the City Council
From: Howard W. Brown, Jr., City Manager
CC: City Department Directors
Date: July 6, 2017
Re: Bi-Monthly Update and Report (week ending June 24, 2017)

Upcoming Meetings

- Wednesday, July 12, 2017 – Regular City Council Meeting: Closed Session at 5:00 p.m. and Open Session at 7:00 p.m.
- Wednesday, July 26, 2017 – Regular City Council Meeting is cancelled

Administration

- I am respectfully requesting to use my vacation leave starting on Friday, July 21 – Monday, July 31. If I do not hear from you, I will consider my request approved. During my absence, Chief Islas will be in charge.
- Bell Library will expand their service hours starting Saturday, July 1, 2017. For more information please see attached press release.
- Eco-Rapid Transit Chair Maria Davila reached out to Mr. Phillip A. Washington, Chief Executive Officer of the Los Angeles Metro, to seek support for the acceleration of the West Santa Ana Branch (WSAB) Transit Corridor Project through a Public-Private Partnership (P3) arrangement. Letter attached.
- City Clerk, Angela Bustamante, will be out of the office from July 24, 2017 through July 31, 2017.
- Registration to the Annual League of California Cities Conference is now open and Angela will start registering Council for the conference that will take place from Wednesday, September 13, 2017 through Friday, September 15, 2017. Attached is the conference announcement.
- In compliance with AB 1661, the City is offering Council, Planning Commissioners and staff training on “Preventing Workplace Harassment, Discrimination, and Retaliation”. Please contact the City Clerk if you plan to attend one of the sessions below:
  - Monday, July 17, 9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:00 p.m. trainings
  - Tuesday, July 18, 8:30am – 11:30 am & 12:30 p.m. – 3:30 p.m. trainings
  - Friday, July 21, 9:00 a.m. – 12 p.m. & 1:00 p.m. – 4:00 p.m. trainings
• Every ten years the Board of Supervisor of the Emergency Medical Services Agency goes to RFP for Exclusive Operating Areas (EOAs) agreements for emergency 9-1-1 ambulance transportation. Care Ambulance Service will remain as the city’s emergency 9-1-1 ambulance transport and will continue working with LA County Fire Department. Please see letter attached for more information.

**Human Resources**

• **Public Works Manager** – Recruitment has opened and the advertisement is available on the City’s website.

• **Accounting Manager** – Recruitment has opened and the advertisement is available on the City’s website.

• Parking Enforcement Officer (Part-time) – Closed on Friday, June 30, 2017 and the department will review the applications.

• The ‘Driver Safety’ training provided by ICRMA will take place on Monday, July 10, 2017 from 1:30 p.m. – 4:00 p.m. in the Bell Community Center

• Sergio Ibarra will be attending a meeting with ICRMA on Thursday, July 13, 2017 in El Segundo regarding a liability claims review.

• Risk Management: We have successfully renewed all of the City’s insurance coverages for Liability, Property, Crime, Cyber liability, and Workers Compensation insurance.

**Contracts & RFPs**

• The RFP for Professional City Engineering Services is now open and will close on Monday, July 17, 2017 at 4:00 p.m.

• The following contracts and items will be up for discussion at the July 12, 2017 Council meeting:
  
  o Carl Warren – Liability Claims Administration
  
  o Interwest Consulting Group – Information Technology Services
  
  o Sleepy Lagoon Project Update

**Community Development**

• Staff coordinated a meeting with the new Building and Safety Contractor and Interwest. Transtech started on Monday, July 3, 2017.

• Staff coordinated a meeting with the interim Engineering Services Contractor and Interwest. Willdan will be prepared to work on Monday, July 3, 2017. At this time, they will have a Deputy City Engineer on site from Monday through Thursday 1:00 p.m. – 5:00 p.m. and all day Friday.

**Planning:**

• The Planning Commission held a meeting on Wednesday, July 5, 2017. There were two items on the agenda:

  o Conditional Use Permit for a 14 unit residential complex at 4704 Florence
First study session of the General Plan update

Engineering:

- The bi-monthly progress report for capital and special projects is attached.

Code Enforcement:

- On Tuesday, June 13, 2017, Senior CE Officer J. Garcia attended a 'Defensive Driver Training' hosted by the City of Bell. The class was attended by other municipalities and they talked about preventing possible accidents and road hazards.
- On Saturday, June 17, 2017, CE Officer M. Daniel was contacted by Bell PD due to a traffic accident near the corner of Gage and Heliotrope Avenue. The accident caused an Edison pole to fall down. Traffic control signs and cones were disbursed along the road to aid with traffic congestion.
- On Saturday, June 17, 2017, Code Enforcement received a complaint regarding the sale of new goods at a yard sale conducted in the 6900 block of Wilcox Avenue. CE Officer M. Daniel arrived on scene and explained the sale of new products could not be sold at yard sales. All new items were removed by the responsible party.
- On Thursday, June 22, 2017, CE Officer R. Monroy received notification that a property owner in the 4300 block of Walnut Street will be painting a portion of his deteriorated building. City staff has been working with Code Enforcement to resolve this matter.
- Code Enforcement has issued seven Administrative Citations over the past two weeks due to non-compliance of the B.M.C.

Police Department

- On Friday, June 30, 2017 officers responded to a vehicle versus pedestrian at the 3400 block of Gage Avenue. Officer's initial investigation found that an unidentified male crossed Gage Avenue outside of the crosswalk and was struck by a vehicle. The unidentified male is in critical condition at a local hospital. The Bell Police Department wants everyone to stay safe and use crosswalks while crossing any street.
- Bell PD hosted a Neighborhood Watch meeting on Thursday, June 29, 2017 regarding firework safety. Approximately 30 residents participated in the meeting. Neighborhood Watch meetings take place every last Thursday of the month at the Bell Community Center at 7:00 p.m.

Community Services

- Community Services Department received notification from the Vernon CommUNITY Fund that the Ernest Debs Park Field Renovation Project received a Capital Project Grant in the amount of $238,268.40.
- The summer Recreation Catalog is now available on the City Website and hard copies will be available by Saturday, July 1, 2017 at all City Facilities.
- 293 bus passes were sold from June 1st – June 15th. Breakdown is as follows: College-16, Disabled- 54, Senior- 190 and Student K-12- 33.
- The Senior 55+ Club celebrated Father’s Day with a warm lunch on Wednesday, June 14, 2017.
• Fun Camp started on Monday, June 12, 2017 and maxed out at capacity with 100 participants the first week and second week.
• The summer session of ‘Parent and Me’ began on Tuesday, June 13, 2017 with two of the three sessions at capacity with 15 participants each.
• The summer session of Junior Chef started on Friday, June 16, 2017 and is at capacity with 16 participants.
• A new HVAC unit was installed in the Finance section of City Hall; it replaced an old and malfunctioning unit.

Finance Department

• The Transient Occupancy Tax letter was finalized and was sent out on Friday, June 30, 2017. The City will start receiving revenue after September 2017.
• The Finance Department is preparing information requested by CalPERS auditors before the July 10, 2017 deadline.

END OF MEMORANDUM
FOR IMMEDIATE RELEASE

EXPANDED LIBRARY SERVICE HOURS
AT BELL LIBRARY

LA County Library implements expanded hours to better service community needs.

LOS ANGELES COUNTY June 27, 2017 — LA County Library is excited to announce that Bell Library will be open 7 additional hours starting July 1, 2017.

In continued efforts to eliminate barriers to library use and increase access to resources and services, LA County Library will increase its annual open hours by over fifteen thousand, or about 8%, at locations throughout its service area. Through the creation of more efficient staffing models, the County Library is able to expand service hours to the community without an increase in operating costs.

Skye Patrick, County Library Director, hosted town-hall style meetings at libraries to have open and honest discussions with customers and stakeholders and solicit feedback. Based on conversations at these sessions, action items were created for the County Library, which included expanding library hours. Starting July 1, 2017, 75 out of 87 community libraries will now have expanded hours.

“We understand that libraries have evolved and are being used by our customers in different ways. We wanted to ensure that our doors were open and staff was available to provide service that is needed in our communities,” said Skye Patrick, County Library Director.

The expanded hours for Bell Library will be:
Monday: CLOSED
Tuesday: 10:00 am - 8:00 pm
Wednesday: 10:00 am – 6:00 pm
Thursday: 10:00 am – 6:00 pm
Friday: 9:00 am – 5:00 pm
Saturday: 9:00 am – 5:00 pm
Sunday: CLOSED

Bell Library is located at 4411 Gage Ave. 90201 and can be reached at (323) 560-2149.

About LA County Library
Founded in 1912, LA County Library is one of the largest and most innovative library systems in the US. It offers free public resources including books, music, multimedia materials, computer and internet access, as well as educational and recreational programs to 3.4 million residents through its 87 community libraries. LA County Library is dedicated to providing exceptional services to its customers by reducing any potential barriers and increasing access and equality of public services for the diverse communities it serves. For more information, visit colapublib.org.

CONNECT ● EXPLORE ● CREATE ● DREAM

CONTACT: Diane Zaher, Community Library Manager
(323) 560-2149 or dzaher@library.lacounty.gov
June 14, 2017

Phillip A. Washington
Chief Executive Officer
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012-2952

Subject: Project Development Agreement and Acceleration of the West Santa Ana Branch Transit Corridor Project

Dear Mr. Washington,

On behalf of the Eco Rapid Transit Board of Directors, I would like to express our appreciation of your leadership at L.A. Metro. Since taking over the reins in March 2015 as CEO of one of the largest transit agencies in the nation, we have already witnessed the transformation of the agency and a series of accomplishments including the passing of Measure M and the creation of the Office of Extraordinary Innovation. We have also enjoyed a close working relationship with your office in the past two years.

I am writing this letter to seek your support to accelerate the West Santa Ana Branch (WSAB) Transit Corridor Project. This line, implementing both Segment 1 and Segment 2 at the same time, may be accelerated by ten to twenty years through a Public-Private Partnership (P3) arrangement.

By entering into a P3 arrangement that is to be preceded by a Project Development Agreement with a selected private consortium, it may become possible for the 20-mile WSAB line to be operational by 2025. Completing this line by 2025 is what the communities of southeast Los Angeles County would anticipate. Eco-Rapid Transit Board has been working with community citizens and stakeholders for the past fifteen years.

Therefore, the Eco-Rapid Transit Board of Directors and its thirteen member communities (including twelve cities and the Burbank-Glendale-Pasadena Airport Authority) were very excited when Measure M was passed by L.A. County voters in November 2016. Measure R that was passed in 2009 has set aside $240 million for our southern corridor project. The passing of Measure M ensured the closing of the funding gap for our project.

The West Santa Ana Branch Transit Corridor Project is included in both Measure R and Measure M funding. This project is included as one of 15 projects identified by Metro as shovel ready. It is reported that WSAB Segment 1 is to be accelerated by one year; and Segment 2 is accelerated by 10 years as the outcome of passing Measure M. Eco-Rapid Transit Board of Directors has always seen itself as one project from Artesia to Downtown Los Angeles, with later connections to Glendale and Hollywood Burbank Airport.
However, we want this project to be accelerated further. Waiting for an additional 25 to 30 years for this line to become operational is not acceptable to the cities and communities we represent.

Our communities have long been left behind by the development of passenger transit rail lines. These communities, concentrated with largely Latino and blue-colored working families, would embrace an innovative approach to further accelerate the completion of WSAB line. It shall bring access to better jobs and economic vibrancy. All our member cities and their residents want this line in their own "backyard".

Our cities were once the center of manufacturing companies such as McDonnell Douglas, General Motors and Firestone Tires. But these companies closed their sites in the 1970s and 1980s. They left behind many available land spaces and sites and took away good paying manufacturing jobs. We believe the completion of the WSAB line will stimulate significant economic development activities and bring back jobs that our communities need. There is plenty of room for growth and a promise of economic advancement here.

Therefore, we strongly urge you and the L.A. Metro Board of Directors to consider the following actions:

1) Approve and adopt the Private-Public-Partnership approach.
2) Select, approve and enter into a Project Development Agreement with a qualified private sector consortium.
3) Implement, construct and complete both Segment 1 and Segment 2 of this line at the same time**. The P3 approach will be able to accomplish this objective.

**Separating the completion of WSAB line into two segments and with a gap of ten years between them does not make good sense to our community. Commuters from our communities want access to the Union Station so they can connect to other Metro lines and to their workplaces located throughout the rest of Los Angeles County.

We look forward to working in partnership with the MTA and the successful 3P entity and look forward to developing a governance structure that will facilitate development and land use coordination within the alignment.

We look forward to your continued stellar leadership and close collaboration between Eco-Rapid Transit and L.A. Metro.

Sincerely,

Maria Davila, Chair
Eco-Rapid Transit

16401 Paramount Boulevard • Paramount • California 90723 • (562) 663-6850 • www.eco-rapid.org
June 21, 2017

Howard W. Brown, Jr., City Manager
City of Bell
6330 Pine Avenue
Bell, CA 90201

Dear Mr. Brown:

This is to inform you that on June 20, 2017, the Board of Supervisor approved Exclusive Operating Areas (EOAs) agreements for Emergency Ambulance Transportation Services 9-1-1 Response in your area.

The Department of Health Services/Emergency Medical Services (EMS) Agency manages the contracting, with oversight by the State Emergency Medical Services Authority (EMSA), for exclusive rights to Emergency 911 Ambulance Services. Areas of the County that are not Grandfathered under the Health and Safety Code, 1797.224 are required to be defined and contracted by a Request for Proposals (RFP) every ten years.

This newest RFP replaces the 2006-2016 agreements in the 1 through 9 (Attachment). Yesterday, June 20th, the Board of Supervisor’s action was to approve agreement with Schaefer Ambulance Company for EOAs 2 and Care Ambulance Services for EOAs 3, 4, 5. Services under the new agreements will begin on July 1, 2017 and expire June 30, 2027.

Care Ambulance Service will remain as the emergency 9-1-1 ambulance transport, working with Los Angeles County Fire Department in your city. The agreements and scope of work will be closely monitored by the EMS Agency and Los Angeles County Fire District, La Habra Heights, Montebello, and Santa Fe Springs Fire Departments.

Care Ambulance Service is confident that they will continue to provide excellent service in your city. If you wish to contact Care Ambulance, please contact Mr. Bill Weston at (714) 228-3823 or by email at Billw@careaulance.net, or if you have any questions or desire to reach out to us with specific issues to be addressed in your city, please contact me at (562) 347-1604.

Sincerely,

Cathy Chidester
Director

Attachment

c: Health Deputies
Director, Health Agency
Deputy Director, DHS
EMS Commission
City Mayor
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
<th>Phase (Planning, Design, Construction)</th>
<th>Funding Source</th>
<th>Project Budget</th>
<th>Start Date</th>
<th>End Date</th>
<th>Percent Complete</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide Sewer Flushing Project</td>
<td>Hydro flush all sewer mains in the City</td>
<td>Completed - The Council accepted the project as complete on February 8, 2017 City Council Meeting.</td>
<td>Sewer</td>
<td>$227,000.00</td>
<td>Oct 2016</td>
<td>Jan 2017</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Gage Ave Improvement Project</td>
<td>Construct concrete intersection at Gage + Walker, and grind &amp; overlay Gage Ave</td>
<td>Completed - The council accepted the project as complete on the Dec 14, 2016 Council Meeting</td>
<td>Section 125 Prop C</td>
<td>$738,100.00</td>
<td>Dec 2015</td>
<td>Dec 2016</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Slurry Seal Project 2016/2017</td>
<td>Apply asphaltic emulsion to 3 lane miles of streets in order to rejuvenate the existing pavement</td>
<td>Completed - The Council accepted the project as complete on February 22, 2017 City Council Mtg</td>
<td>Prop C Gas Tax Measure R</td>
<td>$605,000.00</td>
<td>Dec 2016</td>
<td>Mar 2017</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Speed Survey</td>
<td>Conduct Citywide Speed Survey</td>
<td>Research/Study - Survey has been completed.</td>
<td>Gas Tax</td>
<td>$10,000.00</td>
<td>Dec 2016</td>
<td>Apr 2017</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Sewer Modernization Project</td>
<td>Perform sport repairs and re-lining various sewer mains.</td>
<td>Construction - City awarded the construction contract to Tunnelworks Services on November 30, 2016 City Council Meeting.</td>
<td>EPA Grant Sewer Assessment</td>
<td>$1,090,826.00</td>
<td>Dec 2016</td>
<td>Apr 2017</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Treder Park Restroom Renovation Project</td>
<td>Renovate Treder Park Restroom to meet ADA requirements</td>
<td>Construction - The council awarded the construction contract to CEM construction on January 25, 2017 City Council Meeting.</td>
<td>CDBG</td>
<td>$368,525.00</td>
<td>Apr 2017</td>
<td>Jun 2017</td>
<td>100%</td>
<td></td>
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</tbody>
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Date: June 30, 2017
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Details</th>
<th>Cost</th>
<th>Start Date</th>
<th>End Date</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide Pedestrian Countdown Signal Heads Installation Project</td>
<td>Install Pedestrian Countdown Signal Heads Citywide.</td>
<td>$ 156,000.00</td>
<td>Feb 2017</td>
<td>Aug 2017</td>
<td>12%</td>
</tr>
<tr>
<td>Design - Received approval from Caltrans to proceed on the design work.</td>
<td>HSIP TDA</td>
<td>$ 228,000.00</td>
<td>Jan 2017</td>
<td>Jan 2018</td>
<td>5%</td>
</tr>
<tr>
<td>Plans and Specifications (PS&amp;E) are completed. Upon Caltrans' approval of the PS&amp;E, the project will be advertised for bidding.</td>
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<tr>
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<th>Cost</th>
<th>Start Date</th>
<th>End Date</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florence Ave Pedestrian Improvement Project - Design</td>
<td>Design pedestrian focus improvement along Florence Ave within the City limit.</td>
<td>$ 228,000.00</td>
<td>Jan 2017</td>
<td>Jan 2018</td>
<td>5%</td>
</tr>
<tr>
<td>Procurement - Received 3 proposals.</td>
<td>ATP Prop C</td>
<td>$ 300,000.00</td>
<td>May 2017</td>
<td>Dec 2017</td>
<td>2%</td>
</tr>
<tr>
<td>The council awarded a contract at the May 10, 2017 City Council meeting. The design work will start when school gets back in session after summer break.</td>
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<tr>
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</thead>
<tbody>
<tr>
<td>Design Studies - Randolph, Gage and Florence</td>
<td>Perform design studies on Randolph St, Gage Ave and Florence Ave for possible bicycle routes.</td>
<td>$ 166,202.00</td>
<td>Mar 2017</td>
<td>Feb 2019</td>
<td>6%</td>
</tr>
<tr>
<td>Planning - Developing RFP.</td>
<td>Sustainability Grant Gas Tax</td>
<td>$ 22,000.00</td>
<td>Feb 2017</td>
<td>Feb 2020</td>
<td>10%</td>
</tr>
<tr>
<td>RFP to select a consultant has been finalized.</td>
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</thead>
<tbody>
<tr>
<td>Safe Routes to School Plan</td>
<td>Development of Safe Routes to School Plan</td>
<td>$ 590,000.00</td>
<td>Apr 2017</td>
<td>Aug 2017</td>
<td>15%</td>
</tr>
<tr>
<td>Planning - Developing RFP.</td>
<td>Prop C Measure R TDA CalRecycle</td>
<td>$ 156,000.00</td>
<td>Feb 2017</td>
<td>Feb 2020</td>
<td>10%</td>
</tr>
<tr>
<td>The construction commenced on June 19, 2017, and is estimated to be completed in August 2017.</td>
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Date: June 30, 2017
### Streetlight Program

- **Streetlight acquisitions** from SCE, conversion of existing HPSV lights to LEDs, maintenance and operations of the City owned streetlights, and provide financial options for the purchase and conversion of the facilities.

- **Procurement** - Received 2 proposals.

- **Date:** June 30, 2017

### Bicycle Master Plan

- **Development of Bicycle Master Plan.**

- **Completed - Bicycle Master Plan is waiting on the General Plan to be completed and adopted.**

- **SCAG Grant** $ - Feb 2015 Aug 2016 100%

  - The Council will be recommended to adopt the Bicycle Master Plan when adopting the General Plan.

### Fishburn Ave Improvement Projects

- **Resurface Fishburn Ave between Bell Ave and Gage Ave. This project will also include drainage improvements.**

- **Design - preparing plans and specifications for construction.**

- **Gas Tax** $ 330,000.00 Feb 2017 Oct 2017 5%

  - Plans and specifications are currently being finalized.