



**Isabel Aguayo,
Mayor**



**Annette C. Delgadillo,
Vice Mayor**



**Peggy Lemons,
Councilmember**



**Brenda Olmos,
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PASTOR LARRY JAMESON

LIFEGATE CHURCH



CITY OF PARAMOUNT

INVOCATION



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2023 WINTER HOLIDAY EVENTS



CITY OF PARAMOUNT

VIDEO





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MADISON TE PARAMOUNT TEEN LEADERSHIP ALLIANCE



CITY OF PARAMOUNT

PLEDGE OF ALLEGIANCE



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MAYOR'S AWARD OF EXCELLENCE



CITY OF PARAMOUNT

PRESENTATION



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LATINA'S ART FOUNDATION DIA DE LOS MUERTOS EVENTS



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CERTIFICATE OF RECOGNITION





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FALL 2023 SPECIAL EVENT VOLUNTEERS



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CERTIFICATE OF RECOGNITION



ODYSSEY STEM ACADEMY GRADUATES WILDLIFE CONSERVATION BOARD TESTIMONY



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RETIRING CITY ENGINEER WILLIAM “BILL” PAGETT



CITY OF PARAMOUNT

CERTIFICATE OF RECOGNITION



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CONTINUED PUBLIC HEARING ORDINANCE 1177 (TAKE OFF CALENDAR)





AWARD OF CONTRACT

HOME IMPROVEMENT PROGRAM CONSTRUCTION SERVICES

16601 GARFIELD AVE. #406

16707 GARFIELD AVE. #1908



Background

- Award of contract for housing rehabilitation construction services through the Home Improvement Program
- Program provides repairs for owner-occupied single-family detached homes and mobile homes on fixed foundations
 - Home Improvement Program began in 1982
 - In July 2022 Council approved adding mobile homes to the program
- Household must qualify as low-to-moderate income
- Federal HOME funds
- The city contributes 80% or 90% of construction cost and the property owner contributing 20% or 10%



AWARD OF CONTRACT – 16601 GARFIELD #406

Professional Mobile Remodeling (PMR) was selected as the lowest qualified bidder

The work (\$26,150.00) to be completed at the residence includes the following:

- Install new water heater
- Install new roofing
- Replace windows
- Replace sliding glass door



AWARD OF CONTRACT – 16707 GARFIELD #1908

Professional Mobile Remodeling (PMR) was selected as the lowest qualified bidder

The work (\$26,730.00) to be completed at the residence includes the following:

- Install ADA-compliant ramp at main entry
- Replace the roof
- Repair/replace damaged/missing skirting elements
- Apply new color coat on existing siding
- Paint exterior trim



RECOMMENDED ACTION

STRATEGIC OUTCOMES

No. 1: Safe Community
No. 3: Economic Health

- A) Award the contract for construction services to Professional Mobile Remodeling in the total amount of \$26,150.00 from Federal HOME Funds and owner contributions for Home Improvement Program construction services at **16601 Garfield Avenue #406**
- B) Award the contract for construction services to Professional Mobile Remodeling in the total amount of \$26,730.00 from Federal HOME Funds and owner contributions for Home Improvement Program construction services at **16707 Garfield Avenue #1908**





AWARD OF CONTRACT

HOME IMPROVEMENT PROGRAM CONSTRUCTION SERVICES

16601 GARFIELD AVE. #406

16707 GARFIELD AVE. #1908





AWARD OF CONTRACT FOR TRAFFIC SAFETY IMPROVEMENTS (CIP 9235)



BACKGROUND

- In 2022, the City was awarded \$250,000 by the State of California Department of Transportation through the Highway Safety Improvement Program State Local (HSIPSL)
- These improvements included:
 - Installation of new Rectangular Rapid Flashing Beacons (RRFB)
 - High visibility signage and striping
 - ADA accessible curb ramps
- This project will involve the installation of a HAWK pedestrian crossing signal on Orange Avenue at Myrrh.

HAWK SYSTEM



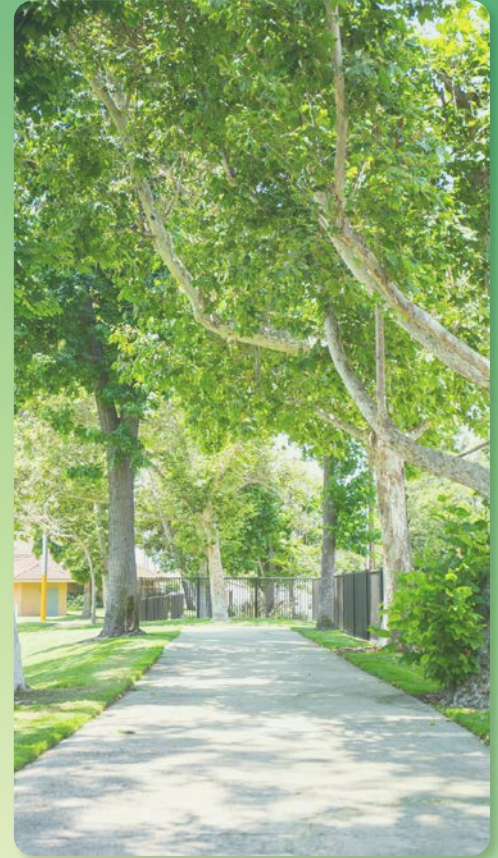
RRFB SYSTEM



BID OPENING AND RESULTS

- City published the Request for Proposals in the Paramount Journal and on the City's website on November 16, 2023.
- Bids were opened on November 28, 2023
- One (1) bid was received:
 - Apparent low bid: Elecnor Belco Electric, Inc. - \$518,888

Project:	\$518,888
Contingency (10%):	<u>\$ 51,889</u>
TOTAL:	\$570,777



TIMELINE

- Recent projects that include traffic signal hardware installation have had significant delays in receiving ordered products.
- Installation of major components of this project could take anywhere from 6 to 12 months.



FUNDING

- Included in the FY 2023-24 Capital Improvement Project Budget
 - utilizing Highway Safety Improvement Project (HSIP) Grant funding and Measure M funds.
- Total project amount of \$570,800 exceeds the appropriated \$345,000.
- Additional \$225,800 will be funded using available Measure M funds.

RECOMMENDED ACTION

STRATEGIC OUTCOMES

- It is recommended that City Council:
 1. appropriate an additional \$225,800 from the City's Measure M allocation and;
 2. award the contract for traffic safety improvements to Elecnor Belco Electric, Inc. in the amount of \$518,888 and authorize the Mayor or her designee to execute the agreement.
- No. 1: Safe Community
- No. 5: Attractive and Well-Maintained Infrastructure





AWARD OF CONTRACT FOR TRAFFIC SAFETY IMPROVEMENTS (CIP 9235)





SMART CITY HALL: INTERACTIVE SERVICE REQUEST SYSTEM AND WEBSITE



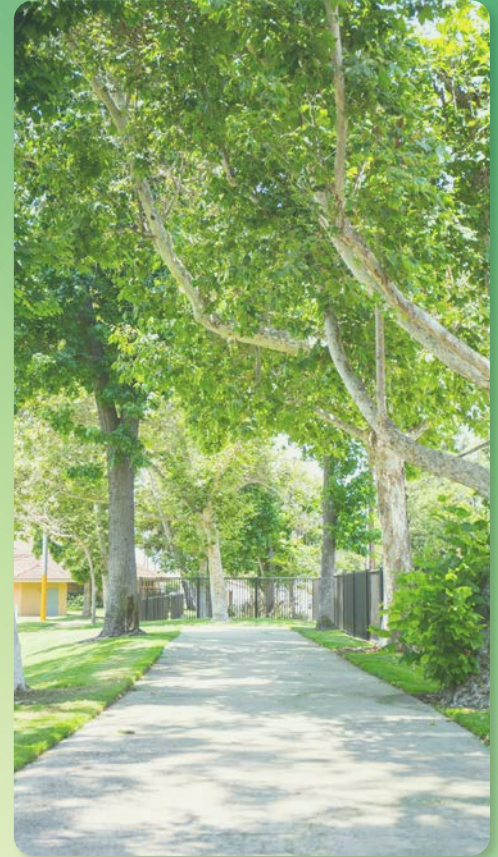
Background

- City receives thousands of calls, emails, and messages every month for municipal services
- Processed manually
- Current systems and resources do not support robust digital service delivery and response
- New Solution as a Service (SaaS) Smart City Hall digital platform system and website technology
 - “One Stop Shop” for public transactions and service requests
 - Real time tracking and metrics



REQUEST FOR PROPOSAL PROCESS

- RFP was published on the City's website from Tuesday, September 12, 2023, through Friday, September 29, 2023
- City received 4 proposals and began an extensive review process
- The City's information technology consultant Infinity Technologies assisted in review process
- Narrowed down to two providers who were interviewed further
- Staff presented an overview of SaaS Smart City Hall technology and potential web upgrades





Most Qualified Firm

3Di, Inc.

- Smart City Hall digital platform system that is customizable, cloud-based, and easily accessible on any computer or mobile device Highly customizable, expandable, scalable
- Modules Include:
 - Licensing and permitting;
 - Appointment scheduling and calendaring;
 - Code Enforcement;
 - Requests for service;
 - Bill payments;
 - Information dissemination and repository;
 - Data analysis and reporting; and,
 - Claims and Risk Management.
 - And more...



First Modules to Be Developed

- **New Mobile Application & Website** – State-of-the-art Service Request management system that will replace the City's GoGov Paramount Works App and current City website.
- **Bill Pay & Payment Management**- Module will consolidate and centralize various point-of-sale customer services and systems into a single payment portal for City transactions.
- **Code Enforcement** - Customized for Paramount's Code Enforcement team and designed around the City's Municipal Code, module supports a proactive approach to conducting scheduled inspections from case intake to closeout.



Future Capabilities

- **Business Licenses** – Businesses can apply for and/or renew their business licenses without the involvement of a third party.
- **Parks & Recreation** – A custom-built module for the Parks & Recreation Department will support program activities and registration, team management, facility reservations, and associated fees, real-time calendar of events and activities, point-of-sale processing system, activity inputting, analytics and reporting, customer service and training of staff and automated management of passes and memberships.
- **Municipal Permits** – The 3Di system will support limited municipal permits such as initial applications, payment management and status checks.

FISCAL IMPACT

- The implementation to cost a total of \$138,000 in its first year. Subsequent years will integrate other modules as needed with the following subscription fees:
 - Year 2 - \$56,700
 - Year 3 - \$59,535
 - Year 4 - \$62,512
 - Year 5 - \$65,637
- Additional \$100,000 for dedicated project manager through the City's IT consultant, Infinity Technologies.
- The total cost for the Smart City Hall by 3Di, Inc. and project management services by Infinity Technologies, including 10% contingency for unexpected costs, is \$261,800. Funding of \$70,000 was appropriated in the FY 2023-24 Adopted Budget for the Smart City Hall project. If approved, an additional \$191,800 will need to be appropriated in the FY 24 Adopted Budget to cover the first-year costs.

RECOMMENDED ACTION

STRATEGIC OUTCOMES

- No. 6: *Efficient, Effective, and Fiscally Responsible*

A) Appropriate an additional \$191,800 from the equipment replacement fund for a Smart City Hall System; and, 2) Authorize the City Manager to enter into a professional service agreement with 3Di, INC. for a five year term for a Smart City Hall Solution As A Service (SAAS) digital platform system and website in an amount not to exceed \$138,000 in the first year with an additional 10% contingency for unexpected costs, and the fixed subscription fees in subsequent years as shown on the proposal.

B) Authorize the City Manager to enter into a professional services agreement with Infinity Technologies for Smart City Hall project implementation and management services in an amount not to exceed \$100,000 plus an additional 10% contingency for unexpected costs.





SMART CITY HALL: INTERACTIVE SERVICE REQUEST SYSTEM AND WEBSITE



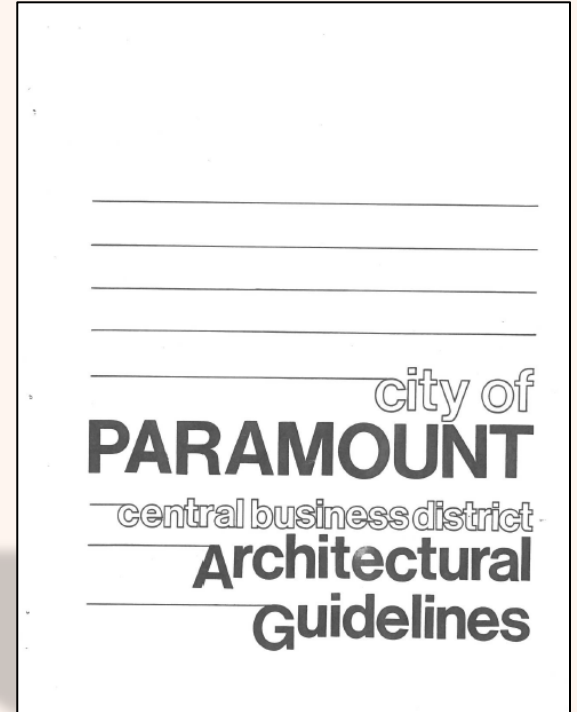


PROFESSIONAL SERVICES AGREEMENT COMMERCIAL DESIGN GUIDELINES



BACKGROUND

- Request to approve a professional service agreement with Gruen Associates to prepare commercial design guidelines.
- In 1984, the City implemented the Central Business District Architecture Guidelines
- Examples of major categories include:
 - Parking
 - Landscaping
 - Landmarks
 - Materials
 - Signs



COMMERCIAL DESIGN GUIDELINES UPDATE

Intended to modernize the guidelines for the Central Business District and other commercial zoned properties in:

- C-3 (General Commercial)
- C-M (General Manufacturing)

The design guidelines will address aesthetics, evaluate and update specific elements

New guidelines to establish contemporary buildings, creating & maintaining a vibrant, attractive pedestrian environment



DISCUSSION



Engagement program will include targeted discussions with the community



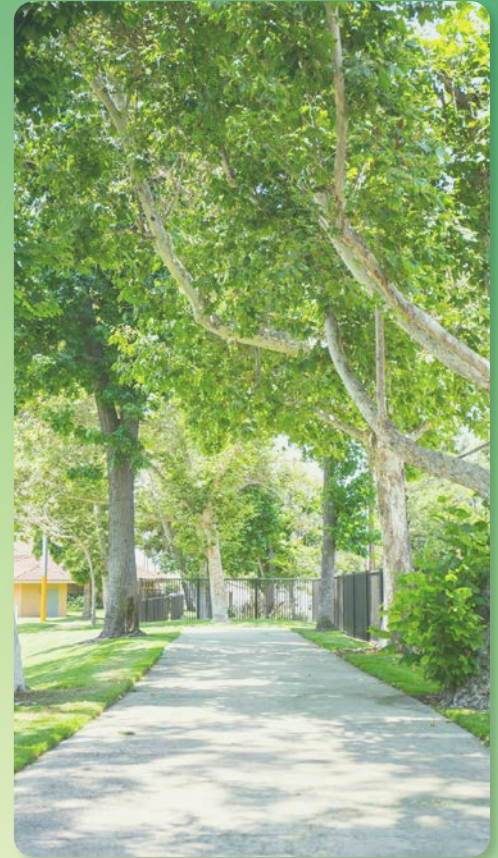
Identify preferred outcome and confirm engagement goals and expectations



Once complete, an ordinance following Planning Commission recommendation

DESIGN GUIDELINES FIRM

- Gruen Associates is a multidisciplinary firm that completed the North Paramount Specific Plan update and the Objective Design Standards for Los Angeles County
- Understanding of the community's design objectives
- If approved, Gruen Associates will begin the development of commercial design guidelines within 5 months of receiving authorization



FUNDING

- The total amount will not exceed \$80,000
- Included in the FY 2023-2024 General Fund budget



RECOMMENDED ACTION

STRATEGIC OUTCOMES

- Approve agreement with Gruen Associates to prepare commercial design guidelines with the total amount not to exceed \$80,000 and authorize the Mayor or designee to execute the agreement
- No. 1: Safe Community
- No. 4: Environmental Health





PROFESSIONAL SERVICES AGREEMENT COMMERCIAL DESIGN GUIDELINES





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AWARD OF CONTRACT

DEMOLITION SERVICES AT 16305 HUNSAKER AVENUE

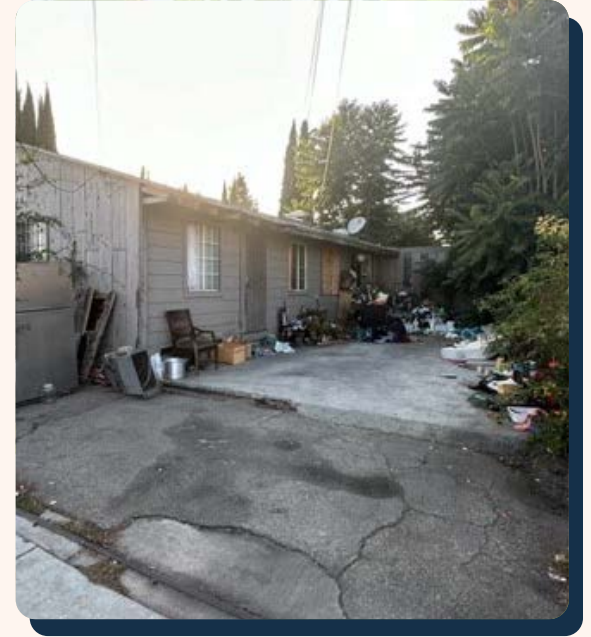


CITY OF PARAMOUNT

ITEM NO. 15

BACKGROUND

- 2019 – The City Council authorized the purchase of 16305 Hunsaker Avenue.
 - Property is 7,840 square feet with two detached structures.
- 11/14/2023 – The City Council adopted Ordinance No. 1176/Zone Change No. 246.



BID OPENING AND RESULTS

- 11/2/2023 – Published Notice Inviting Sealed Bids for demolition services.
- 11/14/2023 – Bids were opened.
- Lowest responsive and responsible bid was submitted by Resource Environmental, Inc.
 - \$79,700

Project:	\$79,700
Contingency (10%):	<u>\$ 7,970</u>
Total:	\$87,680

RECOMMENDED ACTION

- Award the contract for the demolition services of 16305 Hunsaker Avenue to Resource Environmental, Inc. in the amount of \$79,700.00 and authorize the Mayor or her designee to execute the agreement.

STRATEGIC OUTCOMES

- No. 1: Safe Community





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AWARD OF CONTRACT

DEMOLITION SERVICES AT 16305 HUNSAKER AVENUE



CITY OF PARAMOUNT

ITEM NO. 15



AGREEMENT WITH FLOCK GROUP, INC. FOR FLOCK SAFETY LICENSE PLATE RECOGNITION SYSTEM



BACKGROUND

- License Plate Recognition (LPR) technology uses a combination of cameras and computer software to scan the license plates of passing vehicles.
- When a match is found, a real-time alert is generated, notifying law enforcement of the location where the image of the stolen or wanted vehicle was captured.
- In 2021, the City of Paramount entered into an agreement with Flock Group, Inc., and installed 10 fixed LPR cameras.
- In 2022, the City added four additional fixed LPR cameras.

DISCUSSION

- During the Special Meeting of the City Council on Thursday, November 2nd, 2023, the City Council discussed the prospective use of additional fixed LPR cameras within the City.
- Staff is proposing that an additional six fixed LPR cameras be added to the City's Flock Safety Camera program.
- The City's current agreement with Flock Group, Inc. will expire on December 31, 2023.
- A proposed new five-year agreement with Flock Group, Inc. includes the installation of six new LPR cameras, and the maintenance of the 14 existing cameras.

FISCAL IMPACT

- Funding for the 14 existing cameras are included in our FY 2023-24 Sworn Services Division in the amount of \$38,500.
- The implementation of the six new LPR cameras will cost an additional \$15,400.
- As approved at the November 2nd Special Meeting of the City Council, the funding will be provided through the remaining ARPA money that is reserved in the General Fund.
- For subsequent years, the General Fund will cover the costs, projected to be \$52,500 annually.

RECOMMENDED ACTION

STRATEGIC OUTCOMES

- It is recommended that the City Council: 1) Amend the Fiscal Year 2023-24 Budget Appropriation of the Flock Safety Camera System to include six additional cameras and appropriate \$15,400 from the General Fund ARPA reserve; and 2) approve the agreement with Flock Group, Inc. for Flock Safety License Plate Recognition (LPR) system for a five-year term in a total amount not to exceed \$266,400.00 and authorize the Mayor or her designee to execute the agreement.
- Safe Community





AGREEMENT WITH FLOCK GROUP, INC. FOR FLOCK SAFETY LICENSE PLATE RECOGNITION SYSTEM





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FINANCING FOR THE ENERGY EFFICIENCY AND INFRASTRUCTURE IMPROVEMENT PROJECT



CITY OF PARAMOUNT

ITEM NO. 17

BACKGROUND

- March 2023 – Willdan Energy Solutions began analysis
- November 2, 2023 – Oral Report on Status of Analysis and Recommended Projects:
 - Advanced Meter Infrastructure – AMI (Water)
 - Solar Panels (Gym and Public Works Yard)
 - Level 3 Quick Charger for electric fleet
- November 28, 2023 – Follow up
 - Question on billing
- December 12, 2023 – Public Hearing
 - Approval of WES agreement
 - Approval of financing agreements
 - If approved, project can begin in late Spring 2024

PROJECT COSTS

PROJECT	COST
AMI Meters	\$11,174,355
Cost of Issuance	62,000
Total Water Project	\$11,236,354
Solar & EV Chargers	\$1,484,418
Total Project Cost	\$12,720,773

Financing
Source

Banc of America

General Fund Reserve

GUARANTEED PROJECT SAVINGS & GRANTS

ENERGY/WATER CONSERVATION MEASURE	PROJECT COST (\$)	UTILITY SAVINGS/REVENUE RECOVERY (Annual)	O&M AND LEAK DETECTION SAVINGS (Annual)	TOTAL SAVINGS (Annual)	GRANTS & INCENTIVES
Water Meters	\$ 11,174,355	\$ 791,465	\$ 230,000	\$1,099,000	\$5,000,000
Paramount Park Solar PV Roof-Mount	\$ 400,386	\$ 28,509	\$ (2,100)	\$ 26,409	\$ 140,135
Public Works Solar PV Carport	\$ 809,313	\$ 44,412	\$ (3,000)	\$ 41,412	\$ 283,260
Public Works Level 3 EV Charger	\$ 274,719	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 12,658,773	\$ 864,386	\$ 224,900	\$1,166,821	\$5,423,395

\$5 MILLION WATERSMART GRANT

- Grant published 11/14/2023 by U.S. Bureau of Reclamation
- Sustainability - Projects that conserve and use water efficiently
- \$5 Million Maximum WaterSmart Grant
- Require 50% match with non-federal money
- Projects must be completed within 3 years
 - Expect to complete in 6-9 months
- Willdan to Assist in grant writing
 - Due February 22, 2024
 - Grant approval to be determined by December 31, 2024

FINANCING TERM

Scenario	BANC OF AMERICA (no prepayment occurs)	OPTIONAL \$5M PREPAY By DEC.2027
Principal	\$11,236,354	\$6.3M (inclusive of 1% penalty)
Interest Rate	4.859%	No change
Term	20 years	14-yr term
Annual Payment	\$897,304	\$656K/year after prepayment
First Payment Due	12/01/2024	No change
Last Payment Due	12/01/2043	12/01/2037
Total Interest	\$6,705,723	\$3.2M (Saves approx. \$3.4M)
Total Payment	\$17,946,078	\$9.5M

EQUIPMENT LEASE/PURCHASE AGREEMENT

- To finance Advanced Water Meter project only
- Annual lease payments will be payable by the City from any legally available funds of the City (e.g. General Fund and Water Fund)
- Secured by a security interest in the leased equipment
 - Upon event of default, BAPCC may exercise any legally available remedies, including repossession of leased equipment (i.e. water meters and other equipment)
- City must budget and appropriate for lease payments by June each fiscal year
 - Failure to budget and appropriate = Event of Default
- At closing, project funds must be deposited in escrow with Wilmington Trust

INTERFUND LOAN

Water Fund

- Annual IBank installment payments and operating & maintenance costs must be paid **before** Water revenues may be used to make loan payments
- Annual Water Fund budget will include amounts necessary to make lease payments or repay General Fund

Legally Available

General Fund

- City will be obligated to budget and appropriate lease payments annually
- Interfund loan to Water Fund will be subordinate in right of payment to existing Water Fund obligations
- City will be obligated to make lease payments even if Water revenues are insufficient

Interfund Loan

RECOMMENDED ACTION

STRATEGIC OUTCOMES

- It is recommended that the City Council read by title only and adopt Resolutions:
- No. 23:037 1) approving the Energy Service Contract, and 2) appropriate \$1,484,850 from the General Fund CIP Reserve to pay for the solar panels and EV Charger Project.
- No. 23:038 Authorizing an Equipment Lease/Purchase Agreement and memorializing the obligation of the Water Enterprise Fund to pay or reimburse the General Fund for the cost of the Water Meter Project.
- Strategic Outcome No. 4: Environmental Health
- Strategic Outcome No. 6: Efficient, Effective, and Fiscally Responsible.

