

Gloria Olmos, Mayor/Chair
Richard Angel, Mayor Pro Tem/ Vice
Chair
Manuel Acosta, Councilmember/
Boardmember
Hector Delgado, Councilmember/
Boardmember
Gracie Retamoza, Councilmember/
Boardmember



Rachel Barbosa, City Manager
Donna G. Schwartz, City Clerk
Anthony R. Taylor, City Attorney

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE SOUTH EL MONTE IMPROVEMENT DISTRICT

AGENDA

September 28, 2021, 6:00 PM
1415 Santa Anita Avenue, South El Monte, CA 91733

*****SPECIAL NOTICE REGARDING COVID-19*****

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 in response to the COVID-19 pandemic, which authorizes the City Council to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. All requirements of the Brown Act requiring the physical presence of Council Members, staff, or the public as a condition of participation in or quorum for a public meeting have been waived. Public participation will be allowed via the information below.

PUBLIC COMMENT

To participate during public comment via teleconference, see below:

Link: <https://us02web.zoom.us/j/86581711880>

Meeting ID: 865 8171 1880

Or Call In: 1 669 900 6833, when prompted, enter 86581711880#

For both open and closed session each speaker will be limited to five minutes. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. This is the only opportunity for public input except for scheduled public hearing items. All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

IMPORTANT NOTICE

The City of South El Monte live streams the City Council Meetings over the Internet at <https://www.cityofsouthelmonte.org/129/City-Council-Agendas-Minutes> after the meetings, recordings are immediately posted. **NOTE:** Your attendance at this public meeting may result in the streaming and recording of your image and/or voice

GENERAL COMMENT

Members of the public wishing to submit a general comment or a comment on an agenda item, can email dschwartz@soelmonte.org or call (626) 579-6540 ext. 3280 to leave a voicemail message. All comments received an hour before the scheduled meeting will be read during public comment and made part of the record.

MEETINGS

The [City Council](#) holds regular meetings on the second and fourth Tuesday of every month. Regular meetings start at 6 p.m. in the Council Chambers at City Hall, 1415 Santa Anita Avenue, South El Monte, California. Special and Adjourned Regular meetings start time are to be determined.

POSTING LOCATIONS OF AGENDA AND/OR CANCELLATION NOTICES

Regular meeting agendas will be posted at least 72 hours before the meeting (GC 54954(a)(1)).

Agenda and Cancellation Notices can be viewed online and are also posted at the following three (3) locations: City Hall located at 1415 Santa Anita Avenue, Senior Center located at 1556 Central Avenue and the Community Center located at 1530 Central Avenue, South El Monte, California.

VIEWING OF AGENDA PACKETS

Full agenda packet can be viewed either at www.cityofsouthelmonte.org/129/City-Council-Agendas-Minutes or in the City Clerk's Office during normal business hours Monday through Thursday 7:00 a.m. to 5:30 p.m. Closed on Fridays and major holidays.

ISSUES RELATED TO AGENDA

For issues related to the agenda, including a disability-related accommodation necessary to participate in this meeting, please contact:

Donna G. Schwartz, CMC, City Clerk
Ph (626) 579-6540 ext. 3280
Cell (626) 274-0412

Paola Lara, Deputy City Clerk
Ph (626) 579-6540 ext. 3220
Cell (626) 374-1998

[Agenda Begins on the Following Page]

1. ROLL CALL

Councilmembers: Acosta, Delgado, Retamoza, Mayor Pro Tem Angel and Mayor Olmos

2. PLEDGE OF ALLEGIANCE

Councilmember Hector Delgado

3. INVOCATION

Jeremy Kuba, Valley Community Church, El Monte

4. PRESENTATIONS

4.a. "Certificates of Appreciation," Presented to Leo Briones and Finishing Trades Institute of District Council 36

4.b. Presentation by Tom Love, General Manager and Director Ed Chavez from the Upper San Gabriel Valley Municipal Water District on State-Wide Drought and Water Resources in the Main San Gabriel Basin

4.c. Sheriff's Department Report for the Month of August

4.d. Code Enforcement and Public Safety Department Report for the Month of July and August 2021

5. APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF ORDINANCES

By motion of the City Council, this is the time to notify the public of any changes to the agenda, remove items from the consent calendar for individual consideration and/or rearrange the order of the agenda.

6. PUBLIC COMMENT

Speakers may provide public comments on any matter within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker may speak up to five minutes. Unless a majority of the Council objects, the Mayor may provide speakers more or less time to speak. With respect to non-public hearing items, speakers shall provide their comments at this time. During public hearing, speakers are encouraged to speak at the time the public hearing item is presented. Any documents for review should be presented to the City Clerk for distribution.

7. CONSENT CALENDAR

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

7.a. CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES SEPTEMBER 14, 2021

Staff is requesting approval of the Minutes of the September 14, 2021 Regular City Council Meeting.

RECOMMENDED ACTION: Staff recommends City Council approve the Regular City Council Meeting Minutes of September 14, 2021

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-57, APPROVING WARRANTS FOR THE PERIOD OF SEPTEMBER 15, 2021, THROUGH SEPTEMBER 28, 2021

Authorizing payment of City expenditures for the period of September 15, 2021 through September 28, 2021 totaling \$753,422.01.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 21-57, authorizing payment of City expenditures.

7.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-58, TO ENTER INTO A FUNDING AGREEMENT WITH THE COUNTY OF LOS ANGELES (SAFE CLEAN WATER PROGRAM) FOR THE MERCED AVENUE GREENWAY IMPROVEMENT PROJECT

The passage of the County of Los Angeles Measure W (Safe Clean Water Program) in 2018 created a comprehensive, regional plan and funding resource to address how to capture water, and how to reduce reliance on imported water. As part of the FY 21-22 funding cycle, the City of South El Monte applied for and was awarded \$3.2 million to construct Phase I of the Merced Ave Greenway (1/2-mile southern residential corridor) between Rush St and Lerma Rd. Prior to the County of Los Angeles executing a funding agreement, the City is required to adopt a resolution authorizing a representative to sign the funding agreement, amendments, and requests for disbursement on behalf of the City.

RECOMMENDED ACTION: Staff recommends City Council:

1. Authorize City Manager or designee to execute agreement with the County of Los Angeles under the Safe Clean Water Program; and
2. Adopt Resolution No. 21-58.

8. PUBLIC HEARINGS - None

9. GENERAL BUSINESS

9.a. CONSIDERATION OF ORDINANCE NO. 1254 AMENDING THE CITY OF SOUTH EL MONTE'S MUNICIPAL CODE TITLE 1 "GENERAL PROVISIONS," CHAPTER 1.20 "POSTING OF OFFICIAL NOTICES," SECTION 1.20.010 "LOCATIONS FOR POSTING OF OFFICIAL NOTICES"

The current code needs to be amended to replace one location for another and updating the requirements for posting of official notices.

RECOMMENDED ACTION: Staff recommends City Council waive first reading and introduce Ordinance No. 1254, amending the City of South El Monte's Municipal Code Title 1 "General Provisions," Chapter 1.20 "Posting of Official Notices," Section 1.20.010 "Locations for Posting of Official Notices."

9.b. CONSIDERATION OF APPROVAL FOR REQUEST FOR PROPOSAL (RFP) FOR A CATERER WHO WILL PREPARE COST EFFECTIVE AND QUALITY CONGREGATE AND HOMEBOUND MEALS FOR SENIORS SERVED THROUGH THE CITY OF SOUTH EL MONTE'S ELDERLY NUTRITION PROGRAM

Staff seeks City Council approval to solicit written proposals from Caterers who are on the Los Angeles County Community and Senior Services Area Agency on Aging Senior Nutrition Programs Approved Caterers List to provide cost effective and quality meals for the Congregate and Homebound Meals programs for the Senior Nutrition Program.

RECOMMENDED ACTION: Staff recommends City Council approve the RFP to solicit proposals from Caterers who are pre-approved by the Los Angeles County Community and Senior Services Area Agency on Aging to provide meals for the Congregate and Homebound Meal programs.

Item 9.c. on next page...

GENERAL BUSINESS (CONTINUED)

9.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-59, AWARDING PROFESSIONAL SERVICES AGREEMENT (PSA) TO ALTA PLANNING AND DESIGN, INC. FOR THE ROSEMEAD BOULEVARD CORRIDOR ENHANCEMENT PLAN

On June 14, 2021, Request for Proposals (RFP) to Provide Professional Services to Prepare Rosemead Boulevard Corridor Enhancement Plan was solicited. The project will study and conceptualize the City of South El Monte's Rosemead Boulevard, a major arterial road, as a redesigned multi-modal corridor that engages the surrounding neighborhoods to participate in active modes of transportation. The resulting plan will help the City create a safe multi-modal corridor that will connect residents and businesses throughout the City as well as to the Whittier Narrows Recreation Area that borders the City's southwestern City limits.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 21-59, awarding a professional services agreement to Alta Planning and Design, Inc. to prepare the Rosemead Blvd Corridor Enhancement Plan, in the amount of \$270,941.

9.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-60, AWARDING PROFESSIONAL SERVICES AGREEMENT (PSA) TO CR ASSOCIATES AND RESOLUTION NO. 21-61, AWARDING PROFESSIONAL SERVICES AGREEMENT (PSA) TO TRANSTECH ENGINEERS, INC. FOR CIVIC CENTER AND INTERJURISDICTIONAL BICYCLE LANES PROJECT

On June 2, 2021, Request for Proposals (RFP) to Provide Design Phase Engineering Services and Program Management Services for Civic Center and Interjurisdictional Bicycle Lanes Project (Metro CFP# F5516) were solicited. The project includes installation of bicycle and pedestrian mobility improvements including installation of a combination of protected bike lanes (Class IV-cycle track) and bike route (Class III), center medians, continuous ADA pedestrian path of travel including sidewalks, curb ramps, driveways, street furniture (bus shelter, bike racks, trash bins, etc.), bike and pedestrian signage, roadway rehabilitation, striping and related improvements along Santa Anita Avenue and Tyler Avenue. The project limits are Santa Anita Avenue from Merced Avenue/Fawcett Avenue to Tyler Avenue; and Tyler Avenue from Santa Anita Avenue to Klingerman Street.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 21-60, Awarding PSA agreement to CR Associates for design phase engineering services for the preparation of PS&E (Plan, Specifications and Estimates), in the amount of \$392,100; and
2. Adopt Resolution No. 21-61, Awarding PSA agreement to Transtech Engineers, Inc. for program management services including management of design consultant, review of plans, fund management, construction management, contract administration, in the amount of \$478,655.

GENERAL BUSINESS (CONTINUED)

9.e. CONSIDERATION FOR AUTHORIZATION TO SEEK A REQUEST FOR PROPOSAL (RFP) FOR A COMPREHENSIVE CLASSIFICATION AND COMPENSATION STUDY

Staff seeks City Council approval to solicit written proposals from qualified firms in order to conduct a comprehensive classification and compensation study to review and update personnel classifications and compensation levels. Such a study is conducted to re-examine the responsibilities, salary and work performed by various positions. The study's purposes are to update job descriptions, classify the positions according to a uniform factor point analysis standard, survey the market of comparable communities to determine representative rates of compensation, to develop and recommend a competitive pay schedule, and create a pathway for career growth.

RECOMMENDED ACTION: Staff recommends City Council approve the RFP to solicit proposals from qualified firms for a classification and compensation study.

9.f. STATE AUDITOR ANNUAL FINANCIAL RISK ASSESSMENT RESULTS

The California State Auditor has the mission to improve California government by identifying cities that are at high risk for the potential of waste, fraud, abuse, or mismanagement, or that have major challenges associated with their economy, efficiency, or effectiveness. Financial risks are evaluated by performing an annual risk assessment on all the cities in the State based upon audited financial statements. Key performance indicators are developed that assess the financial health of all cities within the state, with each participating city receiving numerical scores on ten key financial metrics. South El Monte received a favorable rating and is considered Low Risk. However, there were five of the ten risk assessment areas where there is an opportunity to strengthen the City's financial standing. These five areas for improvement are presented with strategies to address them to further enhance the City's financial health.

RECOMMENDED ACTION: Staff recommends City Council discuss the State Auditor's assessment results and strategies to further strengthen the City's financial condition.

Item 9.g. on next page...

GENERAL BUSINESS (CONTINUED)

9.g. CONSIDERATION OF APPROVAL FOR REQUEST FOR PROPOSAL (RFP) FOR FINANCIAL ADVISORY SERVICES FOR PENSION OBLIGATION BONDS

Staff seeks City Council approval to solicit proposals from qualified firms to perform financial advisory services relative to evaluating and securing Pension Obligation Bonds to address the \$8.2 million unfunded CalPERS pension liability. The selected financial advisory firm will develop pension funding strategies and provide debt issuance services that will result in cost savings by lowering interest rate costs and allow the City to pay off the debt over a shorter period of time.

RECOMMENDED ACTION: Staff recommends City Council approve the RFP for financial advisory services to solicit qualified financial advisory firms to address the City's unfunded CalPERS pension liability. This will entail development of funding strategies and debt issuance services. The implementation will provide lower interest payment costs and a shorter loan payoff period.

9.h. CONSIDERATION FOR AUTHORIZATION TO PURSUE VARIOUS OPTIONS FOR THE IMPLEMENTATION OF AN OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST ACCOUNT TO FUND RETIREE MEDICAL COSTS

The City is examining the implementation of an Other Post-Employment Benefits (OPEB) Section 115 Trust Fund for the management and funding of retiree health care costs. The City currently has a \$1.6 million OPEB liability with no funds set aside to meet these future employee obligations. This unfunded OPEB liability was identified by the State Auditor as a high risk deficiency that needs to be addressed to strengthen the City's fiscal health. The utilization of the City's actuary will assist in developing the funding requirements and strategies for payment of the obligation. Staff will examine OPEB funding trust advisors for funding strategies, historical results, and management costs to administer an OPEB Trust Fund. Staff will come back with recommendations for implement of an OPEB Section 115 Trust Fund.

RECOMMENDED ACTION: Staff recommends City Council to review and authorize staff to proceed with examining various service providers and strategies to implement an OPEB Trust Fund and come back to Council with recommendations.

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

AB 1234 requires councilmembers briefly report, orally or in writing, on meetings attended at City expense (i.e. League of California Cities Conferences, ICSC conferences, etc.) at City Council meetings following the meeting.

11. CORRESPONDENCE - None

12. COUNCILMEMBERS' AGENDA

12.a. COUNCILMEMBER HECTOR DELGADO

1. Discussion on Potential Facilities Bond or other Finance Opportunities to Enhance our Existing Public Structures

13. CLOSED SESSION - None

14. RECESS COUNCIL MEETING

15. ANNOUNCEMENT BY THE CITY CLERK (PRIOR TO CONVENING THE SUCCESSOR AGENCY MEETING)

Pursuant to Government Code Section 54952.3, Board Members do not receive any compensation or stipend for attending the Successor Agency meeting.

16. CALL TO ORDER AND ROLL CALL

Board Members: Acosta, Delgado, Retamoza, Vice Chairperson Angel, and Chairperson Olmos

17. APPROVAL OF AGENDA

This is the time for the Board to remove any items from the consent calendar for individual consideration, table, continue, add items, or to make a motion to rearrange the order of this agenda.

18. PUBLIC COMMENTS

Persons wishing to address the Board on any item on the agenda, or any other matter, are invited to do so at this time. Pursuant to the Brown Act, the Board cannot discuss or take action on items not on the agenda. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda.

19. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the Board during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

19.a. CONSIDERATION AND APPROVAL OF THE SUCCESSOR AGENCY MEETING MINUTES OF JULY 27, 2021

Staff is requesting approval of the Minutes of the July 27, 2021 Successor Agency Meeting.

RECOMMENDED ACTION: Staff recommends the Board approve the Successor Agency Meeting Minutes of July 27, 2021

- 20. EXECUTIVE DIRECTOR'S AGENDA - None
- 21. ADJOURNMENT OF SUCCESSOR AGENCY MEETING
- 22. RECONVENE AND ADJOURN COUNCIL MEETING

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted not less than 72 hours at the following locations: City of South El Monte City Hall, Senior Center and Community Center and made available at www.cityofsouthelmonte.org on this 23rd day of September, 2021.



City Clerk, CMC