

Gloria Olmos, Mayor
Richard Angel, Mayor Pro Tem
Manuel Acosta, Councilmember
Rudy Bojorquez, Councilmember
Hector Delgado, Councilmember



Rene Salas, City Manager
Anthony R. Taylor, City Attorney
Donna G. Schwartz, City Clerk
Masami Higa, Director of Finance

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL

AGENDA

January 9, 2024, 6:00 PM
1415 Santa Anita Avenue, South El Monte, CA 91733

PUBLIC COMMENT

To participate during public comment via teleconference, see below:

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

Webinar ID: 865 8171 1880

Or call in: 1 669 900 6833, when prompted, enter 86581711880#

LIVE STREAMING OF MEETINGS

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.

AMERICANS WITH DISABILITIES ACT

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk's office at (626) 652-3180 or (626) 652-3121 at least 72 hours prior to the meeting.

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) 652-3180 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) 652-3180
Cell (626) 274-4842

Robert Molina, Interim Deputy City Clerk
Ph (626) 652-3121
Cell (626) 374-1998

AGENDA BEGINS ON THE FOLLOWING PAGE

1. ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

Councilmember Hector Delgado

3. INVOCATION

Deborah Martinez, Shield of Faith Christian School

4. PRESENTATIONS

4.a. Awards Presented to the 2023 Holiday Home Decorating Contest Winners

4.b. Presentation by Chris Knight, El Monte/South El Monte Chamber of Commerce on the Past Year Activities

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 will be limited to five minutes. Unless a majority of the Council objects, the Mayor may provide speakers more or less time to speak. 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.

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 OF DECEMBER 12, 2023

Staff is requesting approval of Minutes for the December 12, 2023, Regular City Council meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the December 12, 2023, Regular City Council meeting.

CONSENT CALENDAR (CONTINUED)

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-113, APPROVING WARRANTS FOR THE PERIOD OF DECEMBER 13, 2023, THROUGH JANUARY 9, 2024

Authorizing payment of City expenditures for the period of December 13, 2023, through January 9, 2024 totaling \$1,661,972.96

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-113, authorizing payment of City expenditures.

7.c. CONSIDERATION FOR AUTHORIZATION TO SEEK REQUEST FOR PROPOSALS (RFP) FOR SEWER RATE STUDY

Staff seeks City Council approval to issue Request for Proposals (RFP) to prepare sewer rate study.

RECOMMENDED ACTION: Staff recommends City Council approve the RFP to solicit proposals from qualified firms to prepare sewer rate study.

7.d. CONSIDERATION AND APPROVAL OF RESOLUTION 24-117, APPROVING AN AMENDED CITY FACILITY RESERVATION REGULATIONS AND FEES POLICY TO INCLUDE ADDITIONAL CRITERIA FOR NON-PROFIT ORGANIZATIONS TO QUALIFY FOR A FACILITY FEE WAIVER

Consideration of Resolution No. 24-117, approving an amended City Facility Reservation Regulations and Fees Policy to include additional criteria for non-profit organizations to qualify for a facility fee waiver.

RECOMMENDED ACTION: Staff recommends the City Council:

1. Adopt Resolution No. 24-117, approving an amended City Facility Reservation Regulations and Fees Policy to include additional criteria for non-profit organizations to qualify for a facility fee waiver upon written request including:
 - a. The organization's non-profit status must have a South El Monte address registered with the State of California.
 - b. The organization name must include "South El Monte."
 - c. At least 25% of the registered participants must be South El Monte residents. Rosters are required for verification.

* These provisions shall not apply to the Montebello Brewers.

CONSENT CALENDAR (CONTINUED)

7.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-118, CONSENTING TO THE REAPPOINTMENT OF DONNA G. SCHWARTZ AS CITY CLERK AND APPROVAL OF AMENDED AND RESTATED CITY CLERK EMPLOYMENT AGREEMENT

Staff is asking the City Council to consent to the reappointment of Donna G. Schwartz as City Clerk and approve her amended and restated employment agreement for services as City Clerk.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-118, approving the amended and restated employment agreement between the City and Donna G. Schwartz for the position of City Clerk; and
2. Authorize the City Manager to execute agreement.

7.f. CONSIDERATION OF RESOLUTION No. 24-119, APPROVING AMENDMENT NO. 1 TO CONTRACT WITH AC PROS FOR AN INCREASE IN COMPENSATION TERMS

On July 25, 2023, the City Council awarded a contract to AC Pros, Inc. for the installation of mechanical energy efficiency upgrades: Heating, Ventilation, and Air Conditioning (HVAC) at the City's Community Center, Mini Center and Senior Center for a total compensation not to exceed \$1,088,315.00. AC Pros, Inc. identified additional repairs necessary to ensure the proper functioning of the new HVAC systems, resulting in an additional cost of \$38,000.00 for a total of \$1,126,315.00.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-119, approving Amendment No.1 to contract with AC Pros, Inc. to increase the compensation terms from \$830,000 to a total not-to-exceed amount of \$1,126,314; and
2. Authorize City Manager or designer to execute contract.

7.g. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-120, AWARDING A PROFESSIONAL SERVICES AGREEMENT (PSA) TO ONYX ARCHITECTS FOR ARCHITECTURAL DESIGN SERVICES FOR THE SOUTH EL MONTE CITY HALL RESTROOMS REHABILITATION

Staff seeks City Council approval to award a Professional Services Agreement (PSA) to ONYX Architects for Architectural Design Services for the South El Monte City Hall Restrooms Rehabilitation.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-120, awarding a PSA to ONYX Architects for Architectural Design Services for South El Monte City Hall Restrooms Rehabilitation in the amount of \$73,030; and
2. Authorize City Manager or designee to negotiate and execute agreement.

CONSENT CALENDAR (CONTINUED)

7.h. **CONSIDERATION FOR AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS – REMOVE AND REPLACE FLOORS AT THE SENIOR CENTER AND THE COMMUNITY CENTER’S BASKETBALL GYM**

Staff seeks City Council approval to advertise for construction bids for the removal and replacement of floors in the Senior Center and the Community Center’s Basketball Gym.

RECOMMENDED ACTION: Staff recommends City Council approve the construction bid package to solicit proposals from qualified contractors for the removal and replacement of floors in the Senior Center and the Community Center’s Basketball Gym.

8. **PUBLIC HEARINGS - None**

9. **GENERAL BUSINESS**

9.a. **SELECTION OF MAYOR PRO TEM**

The City Council will consider appointing a Mayor Pro Tem from among its members. The term of office shall be for one year, or until the City Council selects a successor.

RECOMMENDED ACTION: Staff recommends City Council select a Mayor Pro Tem from among its members for a term of one year.

10. **COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS**

AB 1234, section 53232.3(d) requires Members of a legislative body to provide brief reports on meetings attended at the expense of the local agency (i.e., League of California Cities Conferences, ICSC conferences, etc.) at the next regular meeting of the legislative body.

Correspondence next page.

11. CORRESPONDENCE

11.a. LETTER FROM MONTEBELLO BREWERS BASEBALL CORPORATION REQUESTING A FACILITY FEE WAIVER FOR THE USE OF DEAN L. SHIVELY PARK FIELD AND NEW TEMPLE PARK FIELDS, CONSIDERATION OF A FIFTY PERCENT DISCOUNT ON THE RESERVATION LIGHT FEES, AND CONSIDERATION TO HOST TWO BASEBALL TOURNAMENTS

The Montebello Brewers Baseball Corporation ("Brewers") is requesting facility fee waivers for the use of the Dean L. Shively Park field and New Temple Park fields. In addition, the Brewers are also requesting a 50% discount on the reservation light fees and approval to host two (2) baseball tournaments.

RECOMMENDED ACTION: Staff recommend City Council discuss and consider:

1. Facility reservation fee waiver request for the use of Dean L. Shively Park field and New Temple Park fields;
2. A 50% discount on the reservation light fees at Dean L. Shively Park and New Temple Park; and
3. Approval to host two (2) baseball tournaments

11.b. LETTER FROM SOUTH EL NATIONAL LITTLE LEAGUE REQUESTING A FACILITY FEE WAIVER FOR THE USE OF THE NEW TEMPLE PARK FIELDS, COMMUNITY CENTER GYM, AND MARY VAN DYKE COMMUNITY ROOM, CONSIDERATION TO WAIVE THE PARK LIGHT FEES, AND CONSIDERATION TO WAIVE THE FEES FOR THE INSTALLATION AND REMOVAL OF THE FIELD FENCE

The South El Monte National Little League ("SEMNLL") is requesting reservation facility fee waivers for the use of New Temple Park Fields, Community Center Gymnasium, and Mary Van Dyke Community Room. In addition, SEMNLL is requesting the City Council consider waiving the park reservation light fees and the associated labor cost incurred to install and remove five (5) fences at New Temple Park.

RECOMMENDED ACTION: Staff recommend City Council discuss and consider:

1. Facility reservation fee waiver request for the use of the New Temple Park Fields, Community Center Gymnasium, and Mary Van Dyke Community Room;
2. Waiving the reservation light fees at New Temple Park; and
3. Waiving the fees incurred to install and remove (5) fences at New Temple Park.

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR GLORIA OLMOS

1. Direction to Contact Edison to Repair Streetlights that are out in the City, and Check Day Burners.

RECOMMENDATION: Discussion and/or action.

2. Consideration to Approve \$500 Donation to the South El Monte/El Monte Jets

RECOMMENDATION: Discussion and/or action.

13. CLOSED SESSION - None

14. ADJOURNMENT

Tuesday, January 23, 2024, at 6:00 p.m.

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 4th of January 2024.



City Clerk, CMC