

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



Rene Salas, City Manager/Executive
Director
Anthony R. Taylor, City Attorney/General
Counsel
Sabrina Muhne, Interim City Clerk/Secretary
Masami Higa, Director of Finance/Treasurer

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

June 25, 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) 579-6540 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 smuhne@soelmonte.org or call (626) 579-6540 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:

Sabrina Muhne, Interim City Clerk
Ph (626) 579-6540
Cell (626) 374-1998

Robert Molina, Interim Deputy City Clerk
Ph (626) 579-6540
Cell (626) 816-2907

AGENDA BEGINS ON THE FOLLOWING PAGE

1. ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

Mayor Gloria Olmos

3. INVOCATION

Pastor Allan Espinoza, God Provides Ministry

4. PRESENTATIONS

4.a. Presentation by Ms. Sil Ruiz, Librarian, South El Monte Library, on Library Resources and Programs

4.b. Presentation by Dr. Anne K. Turner, Executive Director and Dean of Novel Programs, Claremont Lincoln University, on Lincoln Vibrant Communities Southern California Team Pilot Program

4.c. Sheriff's Department Report for the Month of May 2024

4.d. Code Enforcement and Public Safety Department Report for the Month of May 2024

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.

CONSENT CALENDAR (CONTINUED)

7.a. CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF JUNE 11, 2024

Staff is requesting approval of Minutes for the June 11, 2024, Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the June 11, 2024, Regular City Council Meeting.

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-193, APPROVING WARRANTS FOR THE PERIOD OF JUNE 12, 2024, THROUGH JUNE 25, 2024

Authorizing payment of City expenditures for the period of June 12, 2024, through June 25, 2024, totaling \$1,197,443.98.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-193, authorizing payment of City expenditures.

7.c. CONSIDERATION AND APPROVAL OF PROPOSED DARK COUNCIL MEETING DATES FOR MONTH OF AUGUST 2024

Staff is requesting City Council "go dark" on Tuesday, August 13, 2024, and Tuesday, August 27, 2024, as the City Council will be taking a recess during the month of August 2024.

RECOMMENDED ACTION: Staff recommends City Council approve "going dark" on Tuesday, August 13, 2024, and Tuesday, August 27, 2024.

7.d. CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO SUBMIT AN APPLICATION TO THE CALIFORNIA EMERGING TECHNOLOGY FUND (CETF) FOR THE DIGITAL EQUITY LEADERSHIP GRANT

The Digital Equity Leadership Grant purpose is to aid in closing the digital divide, promote digital inclusion, and achieve digital equity.

RECOMMENDED ACTION: Staff recommends City Council:

1. Authorize the submittal of the grant application to the California Emerging Technology Fund (CETF) and related authorizations; and
2. Authorize the City Manager or designee to execute all documents as the signature authority.

7.e. and 7.f. next page

CONSENT CALENDAR (CONTINUED)

7.e. **CONSIDERATION AND APPROVAL OF RESOLUTION NOS 24-168 THROUGH 24-172, CREATING NEW CLASSIFICATIONS AND UPDATING CERTAIN CLASSIFICATIONS AND JOB DESCRIPTIONS**

Approval of the attached resolutions would create the new classifications of Senior Public Works Analyst, Planning Manager and Code Enforcement Coordinator and update and revise the classifications of Community Services Manager, and Senior Services & Transportation Supervisor.

RECOMMENDED ACTION: Staff recommends City Council adopt the attached Resolutions No. 24-168 through 24-172 adding and/or revising the positions of Planning Manager; Code Enforcement Coordinator, Community Services Manager and Senior Services & Transportation Supervisor. The job title of Recreation Manager would be changed to Community Services Manager. The job title of Senior Services Supervisor would be changed to Senior Services & Transportation Supervisor, and the job title of Permit Technician would be changed to Code Enforcement Supervisor. The job title of Transportation and Senior Services Manager would be changed to Senior Public Works Analyst. Class Specifications for all five (5) positions would also be updated and/or revised.

7.f. **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS – FY24/25 PAVEMENT REHABILITATION PROJECT – COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”)**

Staff seeks City Council approval to advertise for construction bids for the FY24/25 Pavement Rehabilitation Project – Community Development Block Grant (“CDBG”).

RECOMMENDED ACTION: Staff recommends City Council approve the construction bid package to solicit bids for the FY24/25 Pavement Rehabilitation Project – CDBG.

7.g. next page

CONSENT CALENDAR (CONTINUED)

7.g. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-196 FOR A CONTRACT CHANGE ORDER TO ELECNOR BELCO, INC. FOR THE TRAFFIC SIGNAL IMPROVEMENTS AT VARIOUS SIGNALIZED INTERSECTIONS PROJECT (HSIPL-5352(020))

On October 10, 2023, Elecnor Belco, Inc. was awarded a contract for Traffic Signal Improvements at Various Signalized Intersections. During construction, an unforeseen issue at Rush Street and Chico Avenue requires new conduit installation for the pedestrian countdown displays. Staff recommends approving Contract Change Order 01 for \$88,709.17 to Elecnor Belco, Inc., funded by Caltrans Highway Safety Program (HSIP) Cycle 9 funds

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve Contract Change Order (CCO 01) to Elecnor Belco, Inc. for the Traffic Signal Improvements at Various Signalized Intersections Project in the amount of \$88,709.17;
2. Authorize the City Manager to increase Elecnor Belco, Inc.'s purchase order for the project from \$381,707.00 to \$470,416.17; and
3. Approve a revised 15% contingency amount of \$70,571.73: reflecting an increase to the original contingency amount of \$57,265.05 by \$13,306.38; for a new project construction budget amount not to exceed \$483,722.55.

8. PUBLIC HEARINGS

8.a. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-194, APPROVING SPECIAL ASSESSMENT FOR UNPAID TRASH COLLECTION FEES AS OF MARCH 31, 2024, DELINQUENT AND OUTSTANDING AT JUNE 1, 2024.

Pursuant to Article 4, Section 13.12.290, of the South El Monte, California Municipal Code, and California Health & Safety Code Sections 5470 et seq., the City Council of the City of South El Monte ("City") will hold a Public Hearing to consider Special Assessment against property owners for unpaid delinquent trash collection fees. The City is proposing to place these delinquent accounts on the Los Angeles County tax roll for collection with the City's General Property Taxes, and has prepared and filed a written report (the "Report" as Exhibit A to the Resolution) describing each delinquent parcel of real property.

RECOMMENDED ACTION: Staff recommends City Council:

1. Open the public hearing;
2. Take public testimony and protests to the amount of the fees and the Report; and
3. Close the public hearing; and
4. Count/tabulate protests, announce results and consider all objections or protests, if any, to the Report; and
5. Assuming there is no majority protest by the owners of a majority of the separate parcels subject to the delinquent charges, then adopt, by a two-thirds vote of the Council membership, Resolution 24-194 (Attachment A hereto), approving the Report of delinquent accounts to be placed as special assessment on the FY2024-2025 property tax roll and authorizing the City Manager, or his designee, to submit to the Los Angeles County Assessor the delinquent account Report.

9. GENERAL BUSINESS

9.a. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-195, ADOPTING THE CITY'S FISCAL YEAR (FY) 2024-25 GANN APPROPRIATION LIMIT

A Resolution adopting the City's Fiscal Year (FY) 2024-25 Appropriation Limit pursuant to Article XIIIB of the State of California Constitution.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-195, establishing the City's Appropriation Limit at \$182,659,067 for FY 2024-25.

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.

11. CORRESPONDENCE - NONE

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR PRO TEM RUDY BOJORQUEZ

Request staff to provide a monthly report summary to City Council on all public records requests containing the date received, items requested and when a response was provided.

RECOMMENDATION: Discussion and/or action.

13. CLOSED SESSION

13.a. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Employees Association

13.b. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Executive Management Team Association

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, Angel, Delgado, Vice Chair Bojorquez, and Chair 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

Speakers may provide public comments on any matter within the subject matter jurisdiction of the Board, including items on the agenda. Each speaker will be limited to five minutes. Unless a majority of the Board objects, the Chair may provide speakers more or less time to speak. All comments or queries shall be addressed to the Board 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 Board 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.

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 FOR MAY 28, 2024

Staff is requesting approval of the Minutes of the May 28, 2024, Successor Agency Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the Minutes of the May 28, 2024, Successor Agency Meeting.

19.b. APPROVAL OF PROPOSED DARK SUCCESSOR AGENCY MEETING DATES FOR THE MONTH OF AUGUST 2024

Staff is requesting the Successor Agency Board "go dark" on Tuesday, August 27, 2024, as the Successor Agency Board will be taking a recess during the month of August 2024.

RECOMMENDED ACTION: Staff recommends the Successor Agency Board approve "going dark" on Tuesday, August 27, 2024.

20. EXECUTIVE DIRECTOR'S AGENDA - NONE

21. ADJOURNMENT OF SUCCESSOR AGENCY MEETING

22. RECONVENE AND ADJOURN COUNCIL MEETING

Tuesday, July 9, 2024, at 6:00 p.m.

I, Sabrina Muhne, 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 June 20, 2024.



Sabrina Muhne



City Council Agenda Report

Agenda Item No. 4.a.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Sabrina Muhne, Interim City Clerk

SUBJECT: Presentation by Ms. Sil Ruiz, Librarian, South El Monte Library,
on Library Resources and Programs

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. PowerPoint - Library Presentation

South El Monte Library

1430 North Central Avenue
South El Monte, CA 91733
626.443.4158



Library Hours

Monday	Closed
Tuesday	12 pm - 8 pm
Wednesday	12 pm - 8 pm
Thursday	10 am - 6 pm
Friday	10 am - 6 pm
Saturday	10 am - 6 pm
Sunday	Closed





June 1 - August 11, 2024

<https://lacountylibrary.beanstack.com/reader365>

Page 12 of 165



JOIN THE LARGEST BOOK CLUB IN L.A.

June 1 - July 27, 2024



**ONE BOOK
ONE COUNTY**

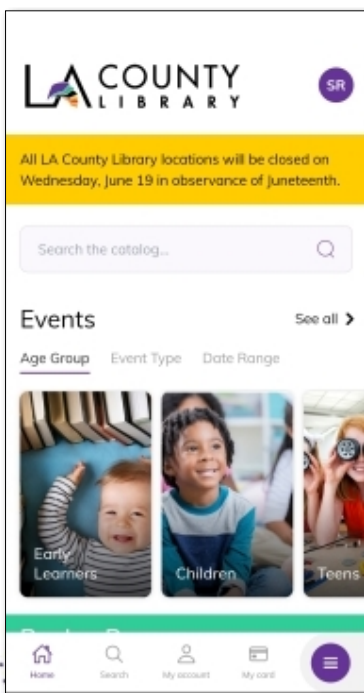


We are fine free!



<https://lacountylibrary.org/>





Loan Periods and Renewals

Item	Loan Period	Renewals
Books, CDs	21 days	3 times
DVDs	7 days	3 times
Magazines	7 days	1 time
Bookmobile items	21 days	3 times
Laptop and Hotspot Loans	42 days	3 times

You can check out up to 50 items on your library card.



Read in the Library and Reduce Your Fees



Resources & Services



Live Homework Help with Brainfuse



Online Learning For Personal & Professional Development



 **LinkedIn** Learning

 **Universal**
class

 **driving**
tests

 **MANGO**

 **EBSCO**
LearningExpress®

 **careeronline™**
HIGH SCHOOL

 **GALE**
COURSES

 **SKILLSHARE.**

 **LA**
COUNTY
LIBRARY

A purple banner with white and yellow text. On the right, a woman in an orange shirt and blue jeans is talking on a blue phone. The background has white Wi-Fi symbols and green cloud outlines.

**CONNECT
& Go**

Borrow a hotspot to
connect to the internet
- wherever you are.

A green banner with white and purple text. On the right, a woman in a yellow sweater is using a laptop. The background has white Wi-Fi symbols and green cloud outlines.

**Laptop &
Hotspot Loans**

A purple banner with white and yellow text. In the center, there is a green car with yellow Wi-Fi symbols on either side. The background has white Wi-Fi symbols and green cloud outlines.

**Park and
Connect**

Free Outdoor Wi-Fi



Wireless Printing & Copies



<https://lacountylibrary.org/print/>

Get Your Metro TAP Card at LA County Library





Participating Partners



Academy
Museum
of Motion
Pictures

Academy Museum Of Motion Pictures



Catalina Island Museum

NATURAL
HISTORY
MUSEUM
LOS ANGELES COUNTY

Natural History Museum of Los
Angeles County



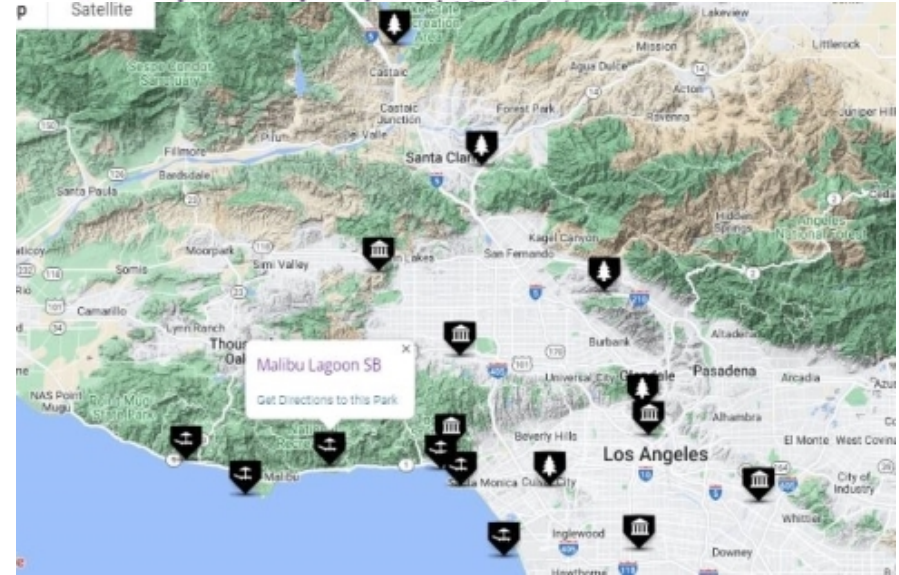
LA County Fire Museum

LA BREA
TAR
PITS
& MUSEUM

La Brea Tar Pits



California State Parks Passes



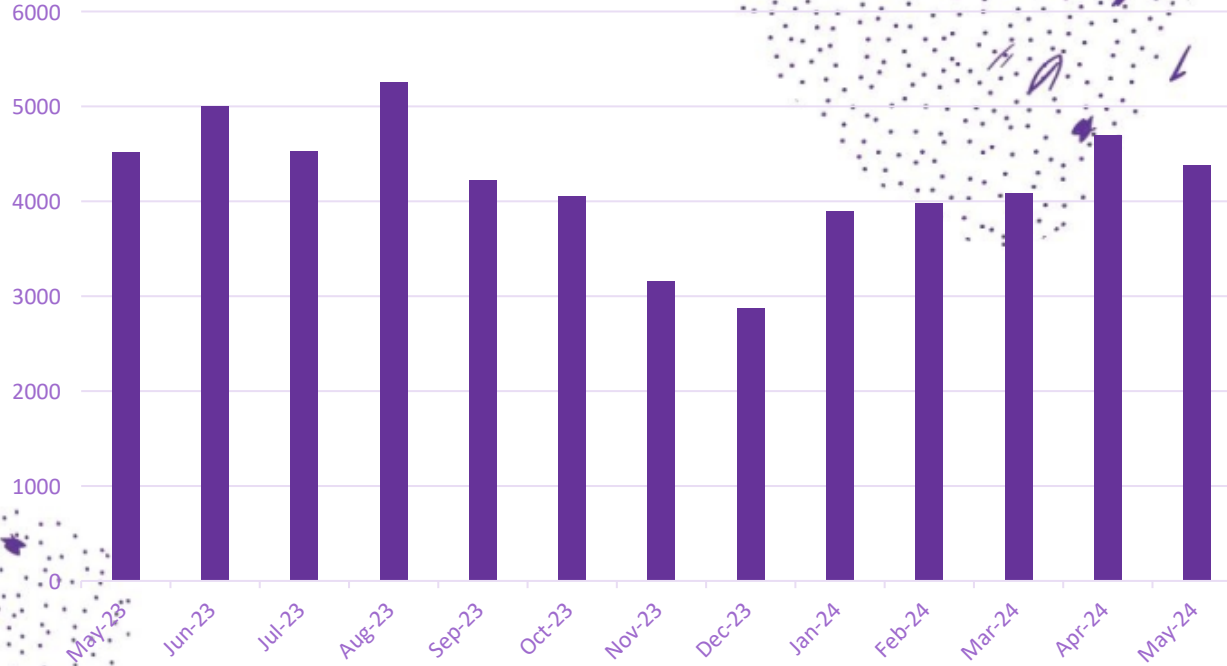
Displays



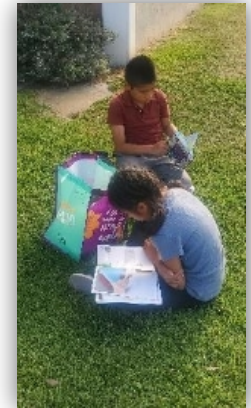
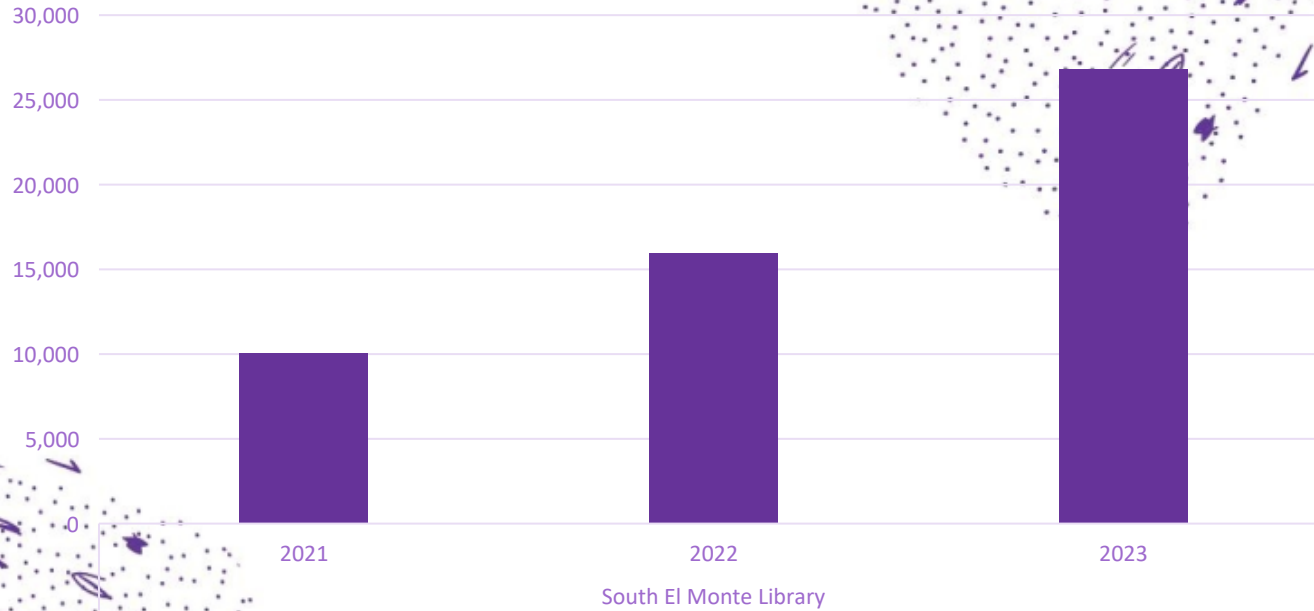
Statistics



Monthly Customers



Items Circulated



Programs

May 2023 – May 2024



	# of Programs	Attendees
Early Learners (ages 0-5)	65	1,913
School Age	41	1,033
Teen	26	110
Adult	14	256
Total	146	3,312

Adult Programs



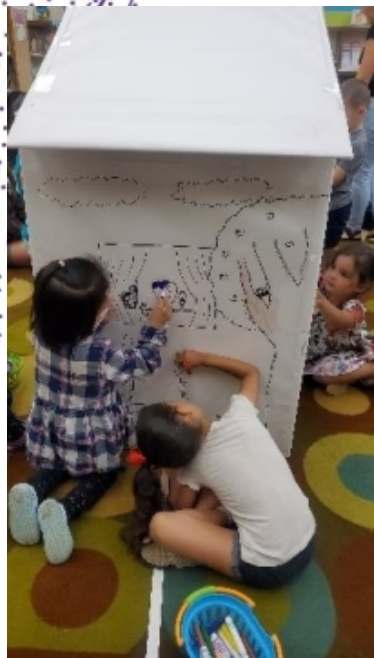
Teen Programs



Children's Programs



SMARTY PANTS Storytime



Student Cards



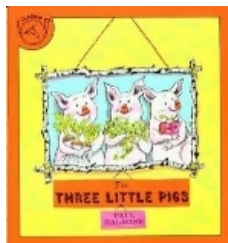
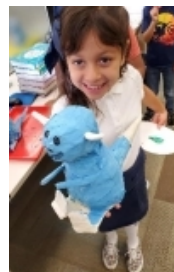
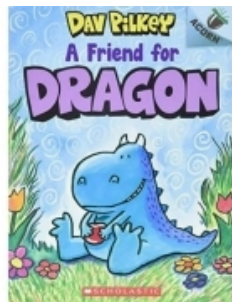
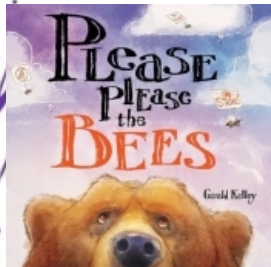
Class Visits



Community Events



From Children's Book Clubs...



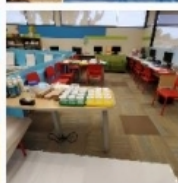
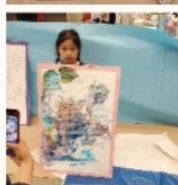
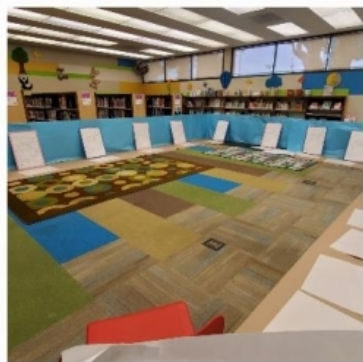
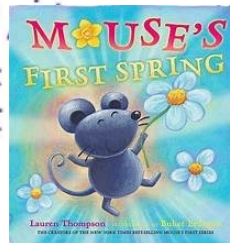
...To Night Market Art Displays





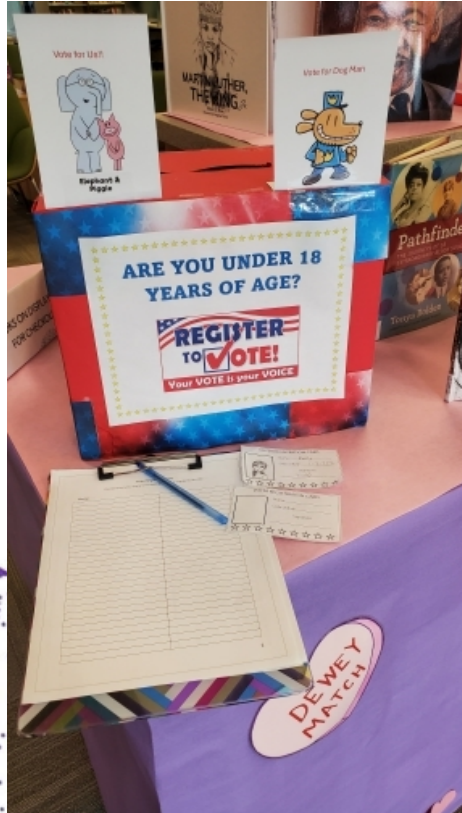
LA COUNTY
LIBRARY

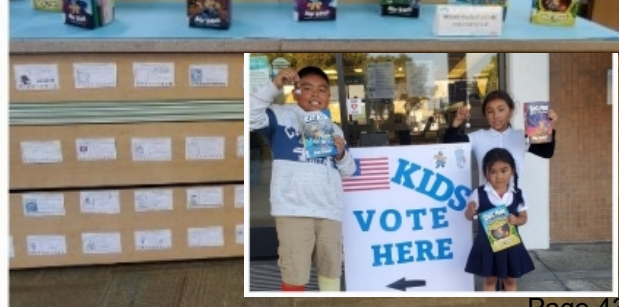
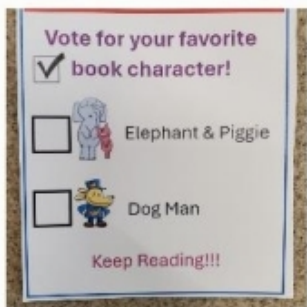
Curiosity Welcomed





Children Voted at the library



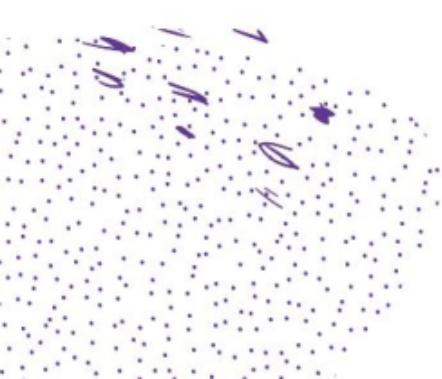


Volunteers









Thank You!





© 2018 County of Los Angeles. All Rights Reserved. LA County Library, the LA County Library logo, and all other LA County Library marks contained herein are trademarks of the County of Los Angeles.



City Council Agenda Report

Agenda Item No. 4.b.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: Presentation by Dr. Anne K. Turner, Executive Director and Dean of Novel Programs, Claremont Lincoln University, on Lincoln Vibrant Communities Southern California Team Pilot Program

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT: None.

DISCUSSION:

ATTACHMENT(S):

A. PowerPoint - Claremont Lincoln University Presentation



CLAREMONT LINCOLN
UNIVERSITY

Socially Conscious Education®

Master of Arts
Public
Administration



100%
Online



Flexible
Schedule



Socially
Conscious



Affordable
Tuition

Claremont Lincoln University

At Claremont Lincoln University, we're on a mission to unlock the potential of untapped leaders.

We accomplish this with our flexible schedule, affordable tuition, and engaged online community, all designed to serve working adults who seek the tools to lead positive change.



Victoria Martinez Muela, CLU Graduate
City of El Monte, Councilmember

DESIGNED FOR WORKING ADULTS

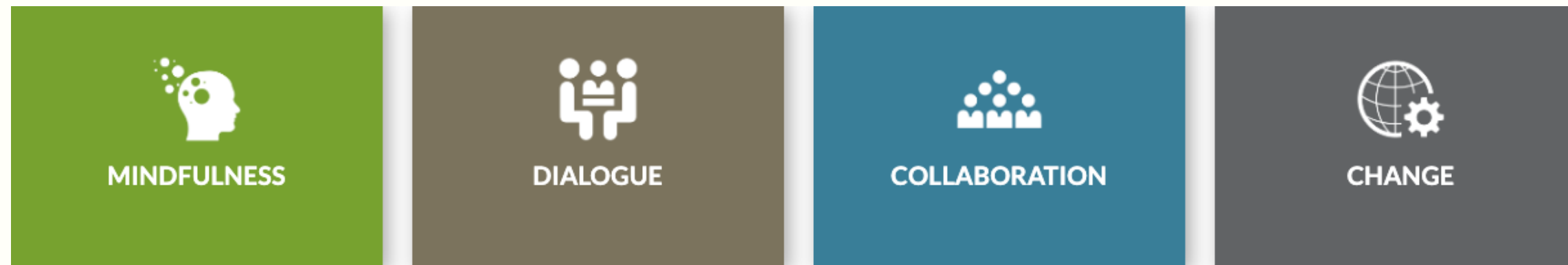
- 100% online-by-design
- Skills-based, workforce-relevant education
- No GRE or GMAT required to apply
- All master's degree programs are priced under \$20,000
- Accelerated, 13-month graduate programs
- Six year-round start dates
- Military-friendly



Jazmin Martin, AVP Financial Services

CLAREMONT CORE®

OUR PROPRIETARY LEADERSHIP FRAMEWORK

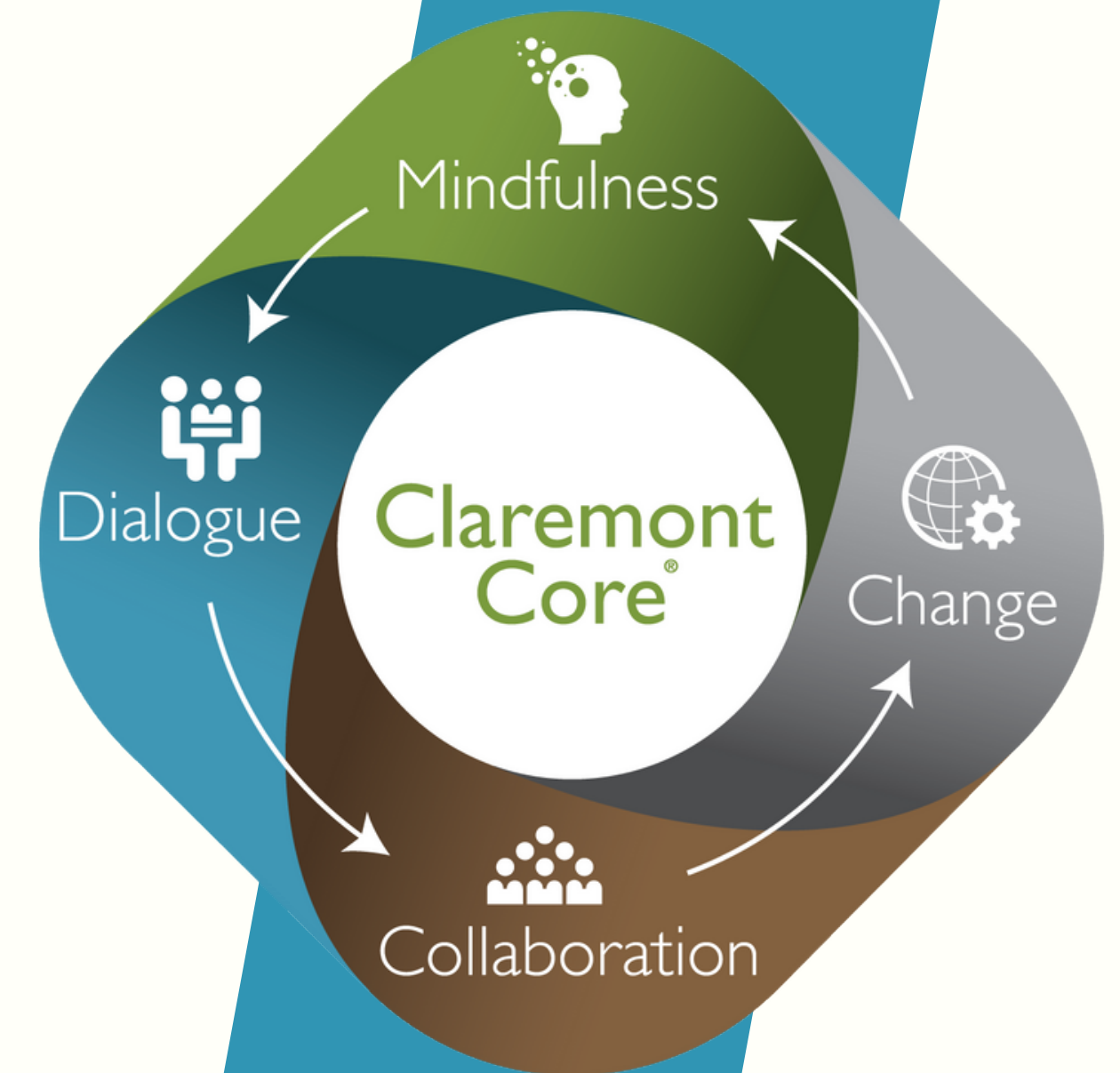


Be present, attentive, and aware of yourself, your surroundings, and your capacity to cultivate compassionate change.

Communicate in a way that welcomes diverse perspectives, reframes conflict, and results in achievable solutions.

Facilitate co-creative dialogue to manage interpersonal and organizational challenges and bring stakeholders to consensus.

Combine mindfulness, dialogue, and collaboration to generate positive and sustainable change in society.



THE CLAREMONT CORE®

10 Key Leadership Themes

Situational Awareness
mindfulness, self, bias,
unconscious bias, agendas



Dialogue
listening & understanding,
empowering stakeholders



Collaboration
teamwork, facilitation,
improvisation, clarity



Change Management
fiscal management, risk
analysis, troubleshooting,
logistics



Resilient Leader
resilience, persistence, long-
term thinking



Ethical Leader
agency, responsibility, ethics,
curiosity, purpose,
accountability, values alignment



Conflict Management
cultural awareness, balancing
different perspectives



Strategic Communication
verbal, nonverbal, drawing out
multiple perspectives



Strategic Leader
responsive to wider threats, gap
analysis, mentoring, succession
planning, workforce
development



Transformational Leader
vision, inspiring, synthesizing,
relationship building, trend
analysis, responding to crisis



Lyndsey Beets, CLU Graduate

MASTER'S DEGREES THAT MATTER

- M.A. Organizational Leadership
 - Management
 - Health Care
 - Human Resources
 - Professional Studies
 - Sustainability
- M.A. Public Administration
- M.A. Human Resources Management
- M.A. Healthcare Administration
- M.A. Sustainability Leadership
- M.A. Social Impact

A COMMITMENT TO DEI

Diversity, Equity, and
Inclusion Intentionally
Embedded in All
Program Offerings

BACHELOR'S COMPLETION PROGRAM



FINISH WHAT YOU STARTED

- Develop ethical and innovative leadership skills with a **B.A. Organizational Leadership**
- Four concentrations
 - Management
 - Professional Studies
 - Human Resource Management
 - Integrated Policing Studies - NEW!
- Perfect for those with an associate's degree (AA, AS) or at least 45 undergraduate transfer credits for provisional admittance
- Competitively priced at \$250/credit hour



Umar Hakim-Dey, CLU Graduate

BACHELOR IN ORGANIZATIONAL LEADERSHIP - INTEGRATED POLICING STUDIES



- Build more than 100 skills applicable to everyday work and aligned with the tenets of modern policing and AB 89
- Build transformative skills to
 - Deepen cultural competence
 - Demonstrate critical thinking
 - Enhance communication skills
 - Hone strategic problem-solving
 - Build resilient leadership
 - Improve emotional intelligence



**Now Enrolling for
Summer 2 Term**

**Class Start
July 8, 2024**

PATHWAYS TO TRANSFORMATIONAL LEADERSHIP

ADVANCED PRACTICE GRADUATE CERTIFICATES (FOR-CREDIT)

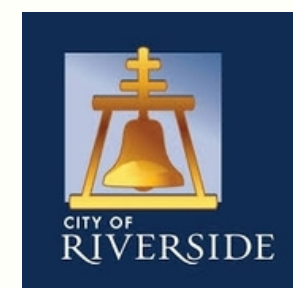
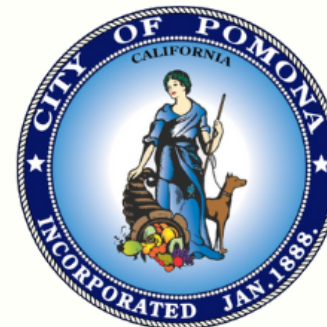
- Executive CLU Core®
- Leadership Practices in Diversity, Equity, and Inclusion

Offered in collaboration with the Lincoln Institute of Land Policy:

- Innovations and Trends in Public Administration
- Urban Management
- Urban Planning
- Advanced Practices in Public Finance and Administration
- Resource Management
- Land Policy



SOME OF OUR VALUED PARTNERS



Lolofi Soakai, CLU Graduate

PARTNERSHIP BENEFITS:

- 10% tuition reduction on degrees and certificate programs
- No enrollment fees
- Designated partner enrollment representative providing hands-on guidance through the admissions process

“Claremont Lincoln is an amazing partner, always focused on supporting the success of their students and our organization. They are constantly exploring new approaches and techniques to enhance their programs, support our partnership, and stay ahead of the curve. Their programs help us create ethical, inclusive leaders ready to address modern public sector challenges. In today's complex and rapidly changing world, these qualities are more important than ever before – and necessary for us to deliver on our organization's mission. We greatly value our partnership with CLU!”



Jamie Crews, EdD
Director, Learning & Organizational Development
County of Orange



LINCOLN INSTITUTE FELLOWSHIP

- For aspiring leaders seeking the critical skills and knowledge needed to enact ethical, equitable, and inclusive policies and practices.
- Fellows receive up to **\$5,000** toward tuition in the **Master in Public Administration (MPA)**.
- The total cost of MPA after the award is \$14,800.
- The streamlined application process requires only a resume and a 2-3 page narrative or video.



FOR MORE INFO:

claremontlincoln.edu/lincolninstitute75



CONNECT



CLAREMONT LINCOLN
UNIVERSITY



WEB

claremontlincoln.edu



EMAIL

Dr. Anne K. Turner
Executive Director and Dean of
Novel Programs
aturner@claremontlincoln.edu



PHONE NUMBER

(909) 667-4447



City Council Agenda Report

Agenda Item No. 4.c.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Rene Salas, City Manager

SUBJECT: Sheriff's Department Report for the Month of May 2024

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. SoElMo_may24

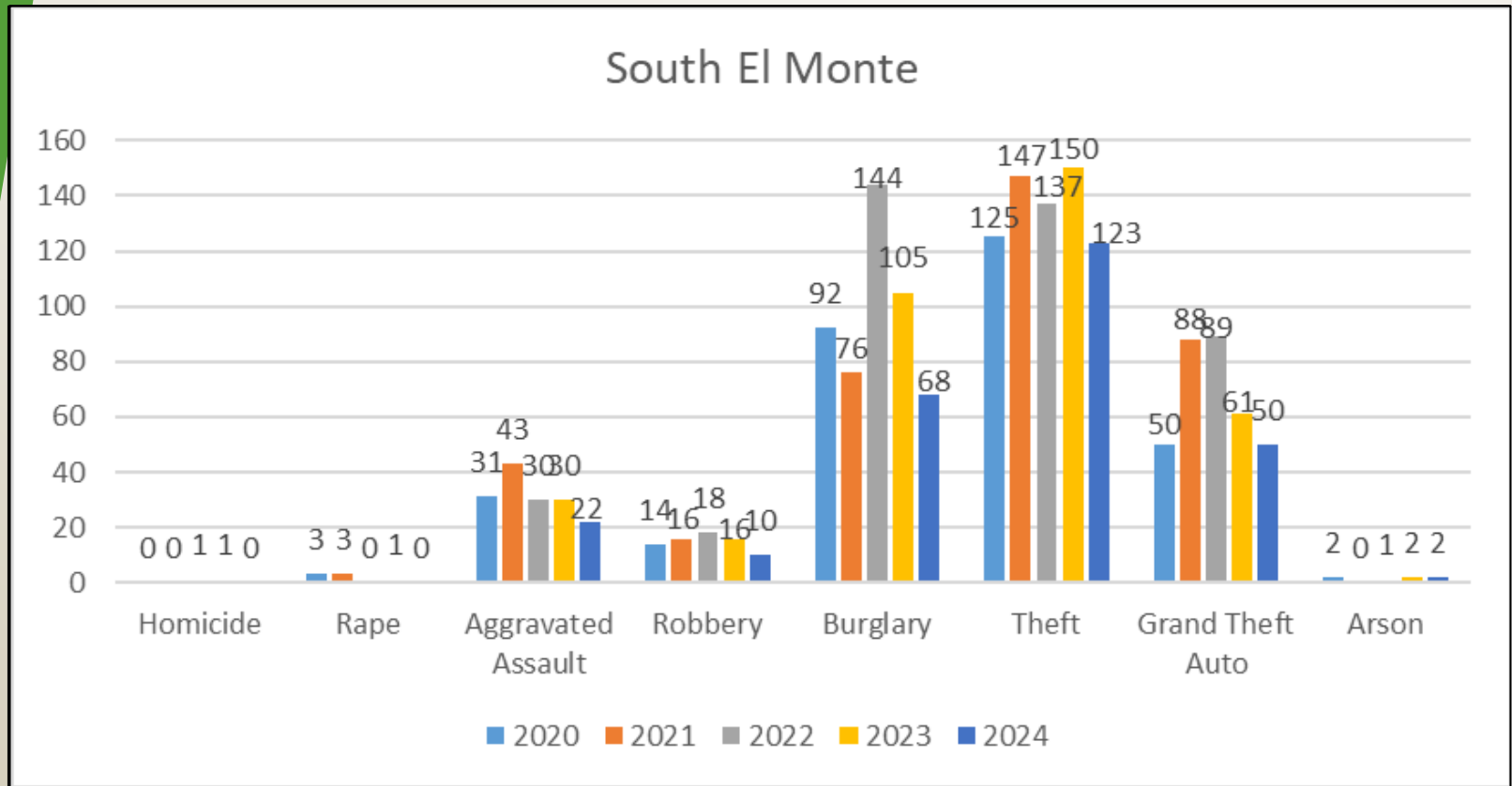
South El Monte May 2024

Crime Statistics



South El Monte

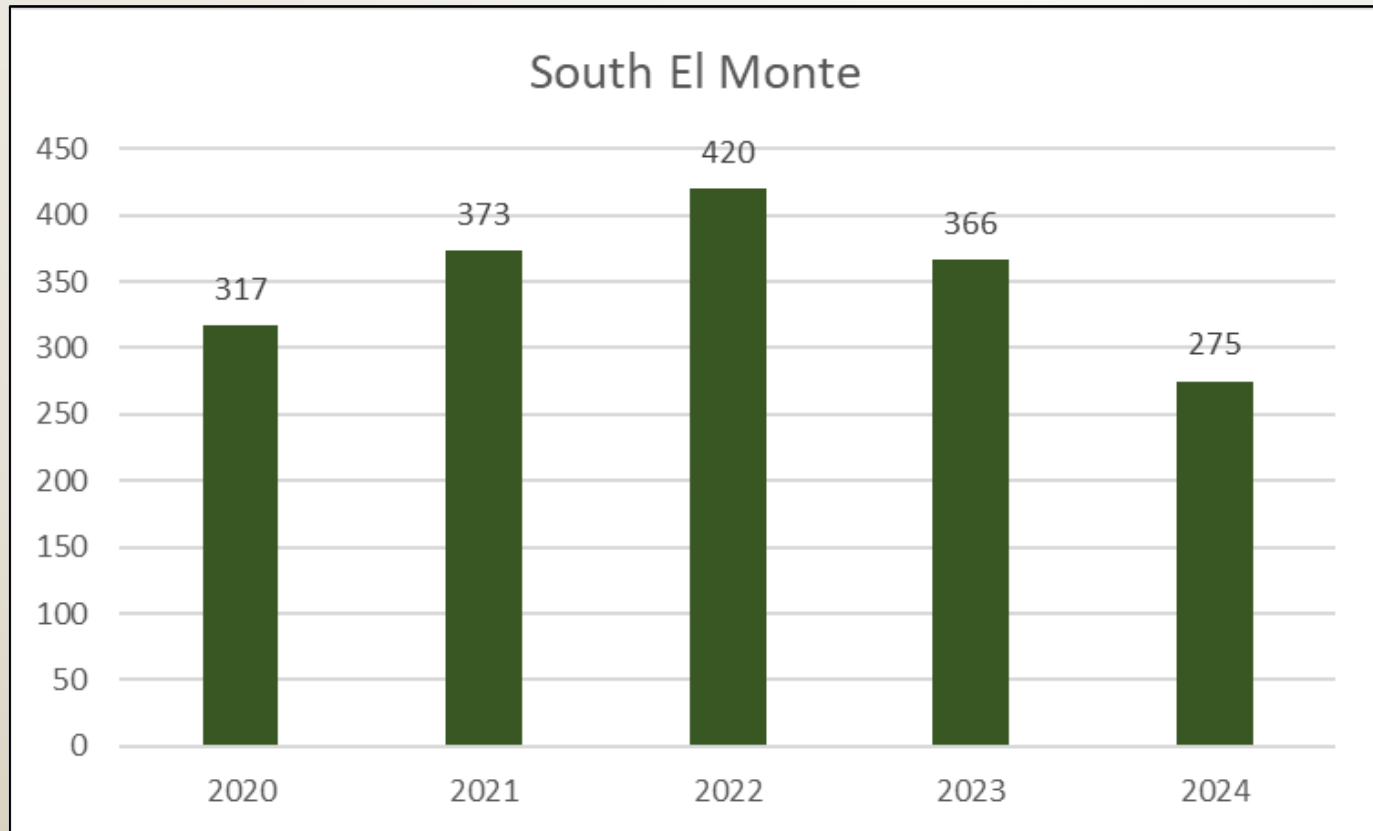
Part I Crime Statistics – May 2020-2024



South El Monte	1 yr % change	4 yr % change
Homicide	-100%	NC
Rape	-100%	-100%
Aggravated Assault	-27%	-29%
Robbery	-38%	-29%
Burglary	-35%	-26%
Theft	-18%	-2%
Grand Theft Auto	-18%	0%
Arson	0%	0%
Total	-25%	-13%

South El Monte

Part I Crime Statistics – May 2020-2024



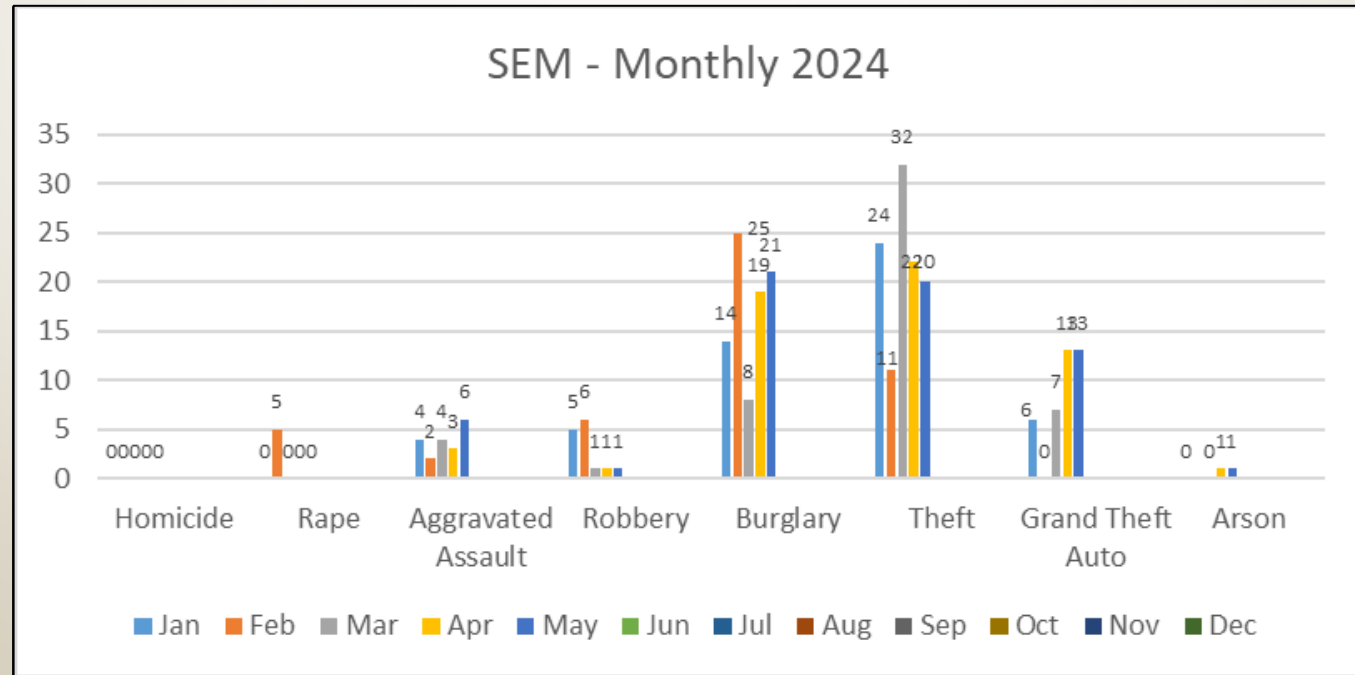
South El Monte

Part I Crime Statistics – Monthly Breakdown 2024 & Arrests

South El Monte	January	February	March	April	May	June	July	August	September	October	November	December	Total
Homicide	0	0	0	0	0								0
Rape	0	0	0	0	0								0
Aggravated Assault	4	5	4	3	6								22
Robbery	5	2	1	1	1								10
Burglary	14	6	8	19	21								68
Theft	24	25	32	22	20								123
Grand Theft Auto	6	11	7	13	13								50
Arson	0	0	0	1	1								2
Total	53	49	52	59	62	0	0	0	0	0	0	0	275

South El Monte	
Res Burg	7
Other Burg	61
Petty Theft	33
Grand Theft	59
Theft from Vehicle	31

Arrests	
2024	433
2023	412





City Council Agenda Report

Agenda Item No. 4.d.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: Code Enforcement and Public Safety Department Report for the Month of May 2024

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT: None.

DISCUSSION:

ATTACHMENT(S):

A. Code Enforcement_Public Safety Report - May 2024 Recap

City of South El Monte

Public Safety Report



May 2024 Recap

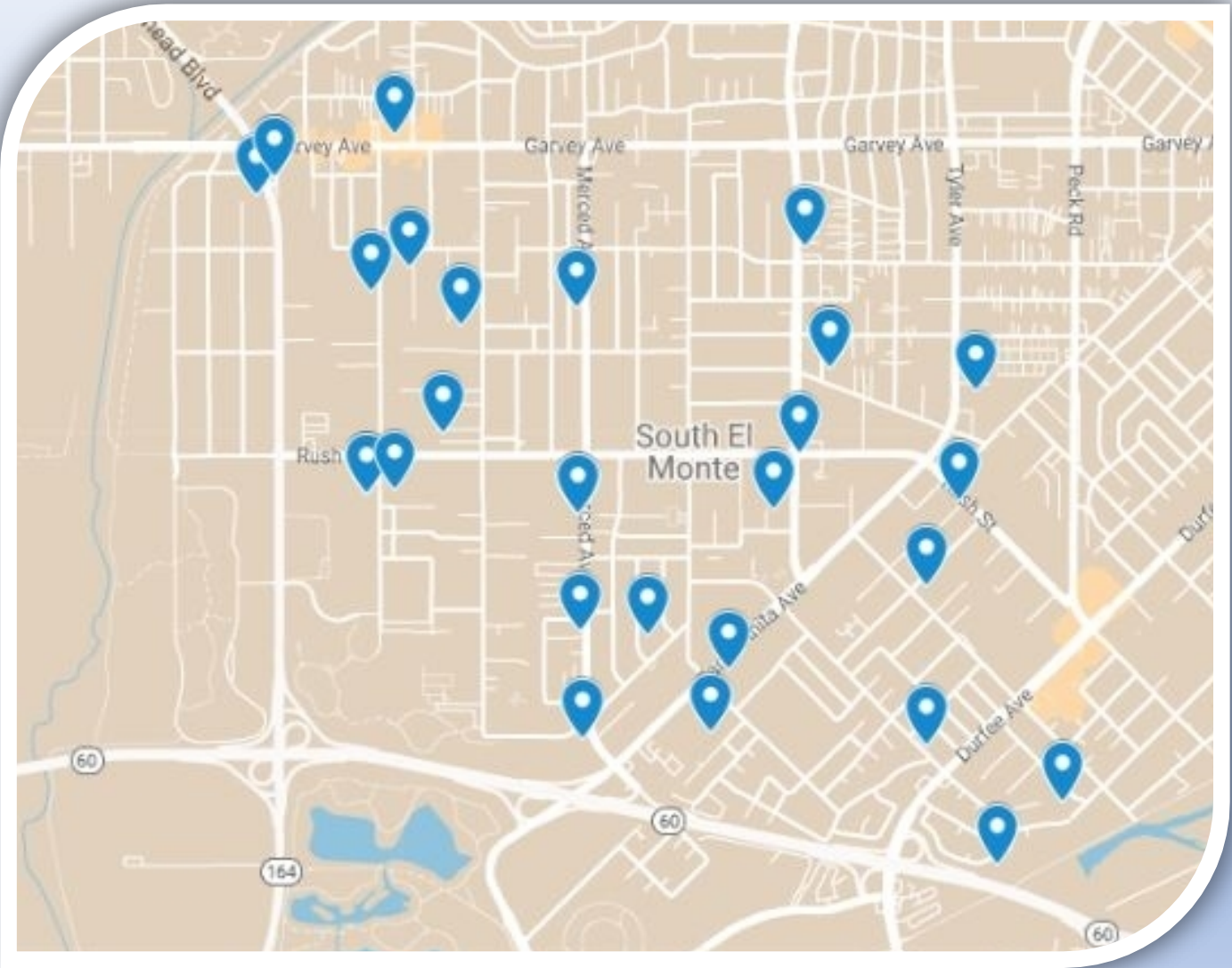
Joe Martinez

**Code Enforcement / Public Safety
Supervisor**

Code Enforcement Cases

May - 101

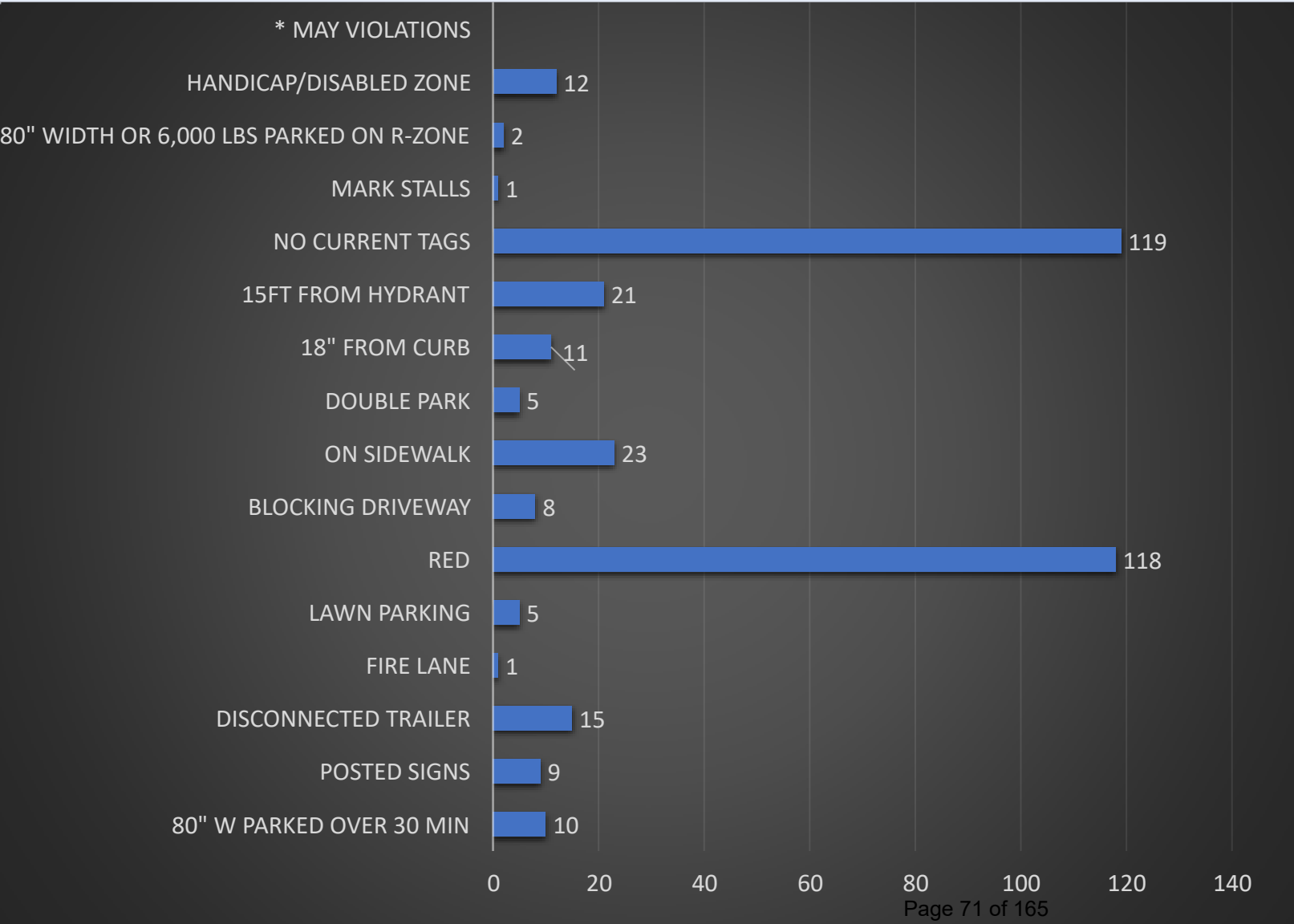
Building Code.....	9
Health & Safety.....	1
Parking Citations.....	13
Cannabis.....	1
Homeless	9
Property Maintenance.....	29
Streets/Public Places.....	4
Illegal Dumping/Bulk	3
Vehicle/Traffic.....	9
Business.....	12
Zoning.....	11
Street Vendors.....	0



Parking Citations

May – 587

* Number of Citations issued differs from number of violations listed

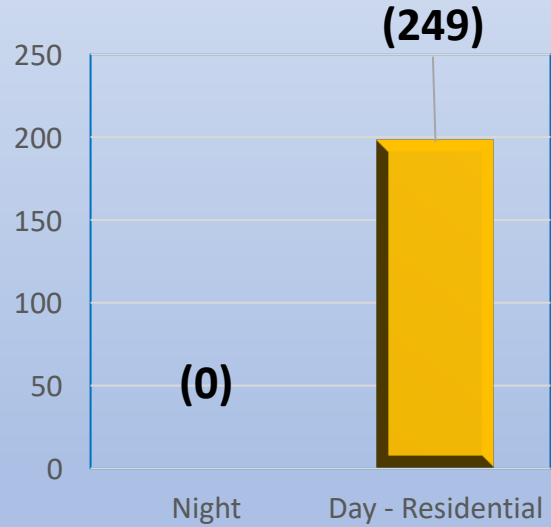


STREET SWEEPING –

249

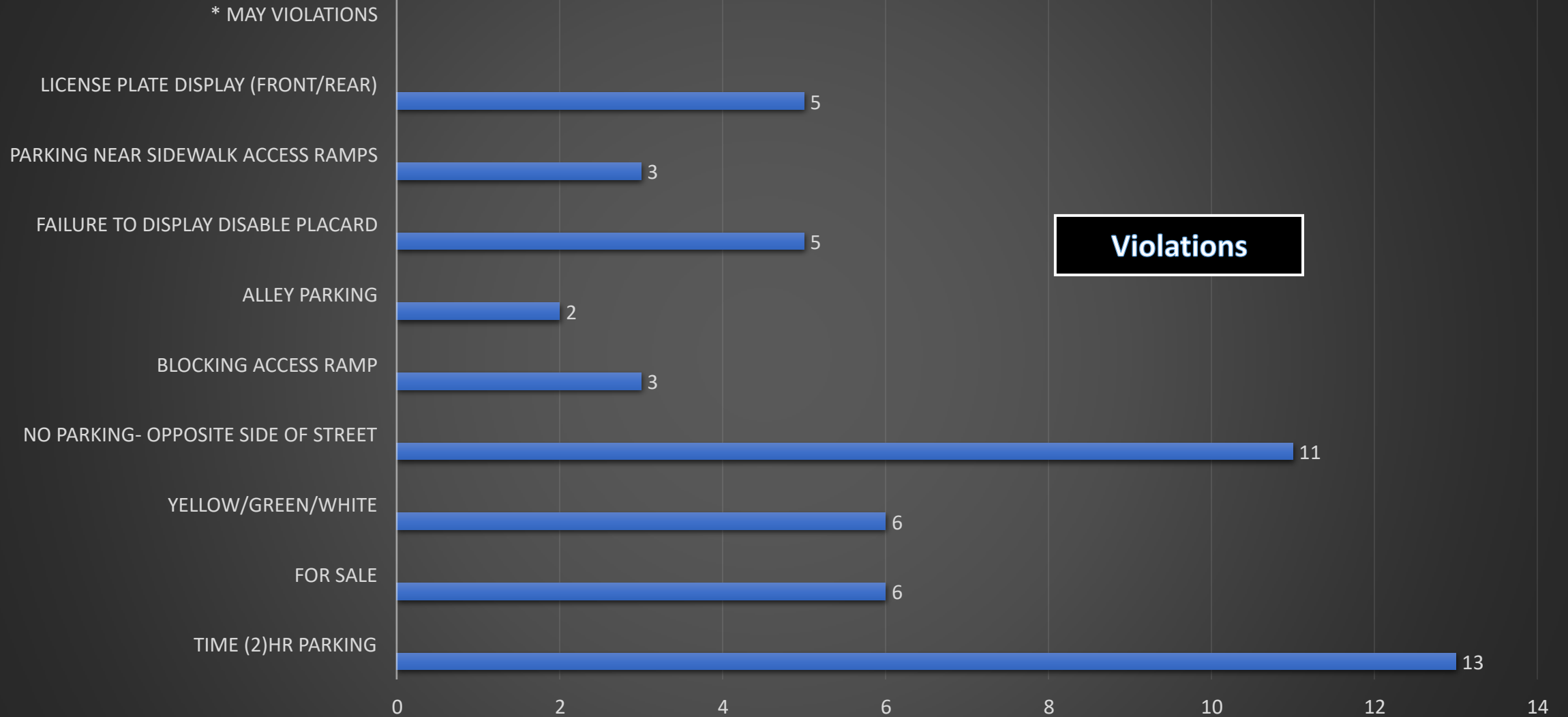
Night

Day - Residential



Parking Citations

May Continued -





City Council Agenda Report

Agenda Item No. 7.a.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Sabrina Muhne, Interim City Clerk

SUBJECT: CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF JUNE 11, 2024

SUMMARY: Staff is requesting approval of Minutes for the June 11, 2024, Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the June 11, 2024, Regular City Council Meeting.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. DRAFT Reg CC Mtg Minutes 6-11-24

CITY OF SOUTH EL MONTE
REGULAR CITY COUNCIL MEETING MINUTES
Tuesday, June 11, 2024 - 6:00 PM
1415 Santa Anita Avenue, South El Monte, California 91733

Mayor Olmos called the meeting to order at 6:00 P.M.

1. ROLL CALL

PRESENT: Councilmember(s): Acosta, Angel, Delgado, and Mayor Olmos

EXCUSED: Councilmember(s): Mayor Pro Tem Bojorquez

STAFF PRESENT: Rene Salas, City Manager; Anthony R. Taylor, City Attorney; Masami Higa, Director of Finance; John Poehler, Director of Public Works; Guillermo Arreola, Director of Community Development; Ariana De La Cruz, Director of Community Development; Iyob Tessema, Director of Human Resources & Risk Management, Sabrina Muhne, Interim City Clerk; Robert Molina, Interim Deputy City Clerk.

Zoom was provided for the Public to participate during public comment via teleconference.

2. PLEDGE OF ALLEGIANCE – Councilmember Hector Delgado led the Pledge of Allegiance.

3. INVOCATION – Pastor Charlie Corum, South El Monte Community Outreach, offered the invocation.

4. PRESENTATIONS

4.a. Mayor and City Council presented Certificates of Recognition to the South El Monte High School 2024 Valedictorians and Salutatorian for their “Outstanding Achievement and Dedication in Maintaining the Highest Level of Academic Excellence Throughout Their High School Career.”

4.b. Mayor and City Council presented a plaque to Maria Cardoso on her retirement and 40 years of service to the City of South El Monte.

4.c. Mayor and City Council presented Certificates of Recognition to South El Monte High School Students, Recipients of the 2024 El Monte/South El Monte Chamber of Commerce State of the City Scholarships.

4.d. Mayor and City Council presented a proclamation, Proclaiming World Elder Abuse Awareness Day on June 15, 2024.

PRESENTATIONS (CONTINUED)

- 4.e. Mayor and City Council presented a proclamation do Dianna Gomez, Senior Executive Assistant to the Council and Community Liaison, Proclaiming June 2024, as LGBTQ Pride Month.

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

City Attorney Anthony Taylor announced that the PowerPoint presentation under 9.a. will be presented later this evening also has paper copies available to the public, and announced a walk-on item received after the posting of the agenda, to be placed under Councilmembers' Agenda Item 12.a. "Mayor Olmos is requesting discussion and possible action on a request from the Negrete family to waive all fees for the use of the Senior Center on Sunday, June 23rd from 3pm to 7pm to celebrate the life of Pete Negrete. A longtime resident and former Little League President."

Motion by Councilmember Angel, seconded by Councilmember Delgado, to approve the agenda as amended. Motion passed 4-0-1, by the following vote:

AYES: Councilmember(s): Acosta, Angel, Delgado, and Mayor Olmos
NAYS: Councilmember(s): None
EXCUSED: Councilmember(s): Mayor Pro Tem Bojorquez

6. PUBLIC COMMENT

Mayor Olmos opened public comment.

1. A birthday cake was presented to Councilmember Acosta by staff, City Council, and Chris Knight, Director of Marketing and Membership, El Monte/South El Monte Chamber of Commerce.
2. Eduardo Saucedo, resident, voiced concern on the prior council meeting discussion considering the removal of plaques at the Senior Center and Community Center.
3. Chris Knight, Director of Marketing and Membership, El Monte/South El Monte Chamber of Commerce, introduced Sebastian Castillo, a new intern for the El Monte/South El Monte Chamber of Commerce.

7. CONSENT CALENDAR

- 7.a. Approved the Minutes for the May 28, 2024, Regular City Council Meeting.
- 7.b. Authorized payment of City expenditures for the period of May 29, 2024, through June 11, 2024, totaling \$1,443,012.74.

CONSENT CALENDAR (CONTINUED)

- 7.c. Adopted Resolution No. 24-183, accepting the completion of the Lighting Energy Efficiency Upgrade Services; authorized City Clerk to send the Notice of Completion for recordation to the Los Angeles County Recorder's Office; and release retention accordingly.
- 7.d. Adopted Resolution No. 24-184, accepting the completion for the Community Center Basketball Gym Flooring Improvements Project; authorized City Clerk to send the Notice of Completion for recordation to the Los Angeles County Recorder's Office; and release retention accordingly.
- 7.e. Adopted Resolution No. 24-185, Calling Election; adopted Resolution No. 24-186, Consolidating Election (and service); and adopted Resolution No. 24-187, Setting Regulations for Candidate Statements.
- 7.f. Adopted Resolution No. 24-188, approving Amendment No. 1 renewing and extending the current agreement between the City and the County for three (3) additional one (1) year terms; and authorized City Manager or designee to execute agreement.
- 7.g. Adopted Resolution No. 24-189, allowing the City to program TDA funds for FY 2023-24 and FY 2024-25 for Citywide Sidewalk Improvement Projects; and allowing the City Manager to adjust the TDA program budgets as necessary throughout FY 2023-24 and FY 2024-25, for the timely expenditure of TDA funds according to the Los Angeles County Metropolitan Transportation Authority guideline.
- 7.h. Adopted Resolution No. 24-190, approving entering into a Teaming Agreement with CORE to collaborate on a two-year South El Monte Extreme Heat Action Plan (SEMEHAP); and authorized City Manager or designee to negotiate and execute the agreement.
- 7.i. Approved Resolution No. 24-191 authorizing retiree medical payment longevity incentive for represented city employees with 40 or more years of service to the City.

8. PUBLIC HEARINGS – None

9. GENERAL BUSINESS

9.a. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-192, ADOPTING THE FISCAL YEAR (FY) 2024-25 BUDGET.

Mayor Olmos announced the item and Rene Salas, City Manager, introduced Masami Higa, Director of Finance, who provided a PowerPoint presentation.

Motion by Councilmember Angel, seconded by Councilmember Acosta, to adopt an annual budget by June 30. As the City is still in negotiations with its employees'

labor unions, staff recommends City Council adopt a tentative Fiscal Year 2024-25 Budget subject to change when agreements are reached with its employees' labor unions. Motion passed 3-1-1, by the following vote:

AYES: Councilmember(s): Acosta, Angel, and Mayor Olmos

NAYS: Councilmember(s): Delgado

EXCUSED: Councilmember(s): Mayor Pro Tem Bojorquez

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

Councilmember Acosta announced he attended the following: Vacco Industries' 70th Anniversary Celebration, South El Monte T-Ball League End of Season Banquet, New Temple Elementary School promotions, Dean L. Shively Middle School promotions, Miramonte Elementary School promotions, Epiphany Catholic School promotions, Shively Baccalaureate and South El Monte High School graduations, City vs. City Bowl for Charity Event, Taste of Rio Fundraiser, and National Little League Tournament of Champions games.

Mayor Pro Tem Bojorquez – Excused.

Councilmember Delgado announced he attended the following: Foothill Transit Annual Governing Board Meeting, South El Monte High School graduation, Dean L. Shively Middle School 8th graders promotion, and City vs. City Bowl for Charity Event.

Councilmember Angel announced he attended the following: New Temple Elementary School promotions, Dean L. Shively Middle School promotions, Miramonte Elementary School promotions, Epiphany Catholic School promotions, Shively Baccalaureate and South El Monte High School graduations, Taste of Rio Fundraiser, National Little League Tournament of Champions games, and Senior Services Volunteer Recognition Dinner.

Mayor Olmos announced she attended the following: Vacco Industries' 70th Anniversary Celebration, South El Monte T-Ball League End of Season Banquet, New Temple Elementary School promotions, Dean L. Shively Middle School promotions, Miramonte Elementary School 5th grader promotions, and Epiphany Catholic School promotions, Shively Baccalaureate and South El Monte High School graduations, Taste of Rio Fundraiser, and National Little League Tournament of Champions games, City's All Staff Meeting, thanked Greater El Monte Community Hospital for receiving a 5-star rating, Senior Services Volunteer Recognition Dinner, and funeral services for business owner and resident Ernie Omana.

11. CORRESPONDENCE – None

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR GLORIA OLMOS

1. Request from the Negrete family to waive all fees for the use of the Senior Center on Sunday, June 23, 2024, from 3pm to 7pm to celebrate the life of Pete Negrete. A longtime resident and former Little League President.

RECOMMENDATION: Discussion and/or action.

Mayor Olmos presented her item.

Motion by Councilmember Delgado, seconded by Councilmember Angel to approve waiving all fees for the use of the Senior Center on Sunday, June 23, 2024, from 3pm to 7pm to celebrate the life of Pete Negrete. A longtime resident and former Little League President.

Motion passed 4-0-1, by the following vote:

AYES: Councilmember(s): Acosta, Angel, Delgado, and Mayor Olmos
NAYS: Councilmember(s): None
EXCUSED: Councilmember(s): Mayor Pro Tem Bojorquez

13. CLOSED SESSION

At 7:53 p.m. Anthony R. Taylor, City Attorney, recessed Council into closed session.

13.a. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Employees Association

13.b. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Executive Management Team Association

At 8:24 p.m. Mayor Olmos reconvened the meeting with Mayor Pro Tem Bojorquez excused, all other Councilmembers present.

Anthony R. Taylor, City Attorney, announced City Council discussed Items 13.a. and 13.b., no reportable action.

14. **ADJOURNMENT**

There being no further business coming before this body, at 8:25 p.m. Mayor Olmos adjourned the meeting in honor of Peter Negrete, resident of South El Monte and former Little League President, to a Regular City Council Meeting on Tuesday, June 25, 2024, at 6:00 p.m.

Sabrina Muhne, Interim City Clerk

Gloria Olmos, Mayor

DRAFT



City Council Agenda Report

Agenda Item No. 7.b.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Masami Higa, Director of Finance

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-193, APPROVING WARRANTS FOR THE PERIOD OF JUNE 12, 2024, THROUGH JUNE 25, 2024

SUMMARY: Authorizing payment of City expenditures for the period of June 12, 2024, through June 25, 2024, totaling \$1,197,443.98.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-193, authorizing payment of City expenditures.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

- A. Resolution No. 24-193
- B. Expense Approval Report 6.19.2024

ATTACHMENT A

RESOLUTION NO. 24-193

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL
ALLOWING CERTAIN CLAIMS AND DEMANDS FOR THE
PERIOD OF JUNE 12, 2024, THROUGH JUNE 2024, TOTALING
\$1,197,443.98.

THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY RESOLVE,
DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the
Finance Director hereby certifies to the accuracy of the following demands and the availability of
funds for payment thereof.

Finance Director

SECTION 2: That the following claims and demands have been audited as required by
law and that the same are hereby allowed in the amount hereafter set forth.

	<u>CLAIMANT</u>	<u>CLAIM PERIOD</u>	<u>WARRANT #'S</u>	<u>AMOUNT</u>
FY 23/24	Electronic Warrants	06/12/24-06/25/24	DFT0001841-1861	\$108,605.12
FY 23/24	Regular Warrants	06/12/24-06/25/24	14403-14497	\$864,530.43
Payroll	Check	PPE 06/08/24	1769-1791	\$9,574.49
Payroll	Direct Deposit	PPE 06/08/24	6938-7086	\$214,733.94

TOTAL EXPENDITURES RESOLUTION NO. 24-193, \$1,197,443.98

PASSED, APPROVED, AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

Attachment: Exhibit A – Expense Report

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-193, was duly passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sabrina Muhne, Interim City Clerk



South El Monte, CA

ATTACHMENT B

Warrant Register Council Meeting 06/25/24

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0150.1530.5937	MARCOS RODRIGUEZ	14403	06/06/2024	5/29/24 ENTERTAINMENT SVCS/ VOLUNTEER DINNER	500.00
01.0000.0000.2230	NATIONWIDE RETIREMENT SOLUTIONS	14404	06/06/2024	TO REVERSE THIRD PARTY FEE- SINGLE SUM	1,250.00
01.0100.1010.5910	GLORIA OLMOS	14405	06/11/2024	JUNE'24 NALEO ANNUAL CONF/ PER-DIEM	448.00
01.0100.1010.5910	HECTOR DELGADO	14406	06/11/2024	JUNE'24 NALEO ANNUAL CONF/ PER-DIEM	448.00
01.0100.1010.5910	RICHARD ANGEL	14407	06/11/2024	JUNE'24 NALEO ANNUAL CONF/ PER-DIEM	448.00
01.0100.1010.5910	RUDY BOJORQUEZ	14408	06/11/2024	JUNE'24 NALEO ANNUAL CONF/ PER-DIEM	448.00
01.0100.1040.5922	PATRICIA PEREZ	14409	06/13/2024	6/13/24 RETIREMENT LUNCHEON	996.25
01.0170.1020.5910	JOHN POEHLER	14410	06/19/2024	JUNE'24 CJPIA P.W ACADEMY CONF/ PER DIEM	392.00
01.0000.0000.2230	NATIONWIDE RETIREMENT SOLUTIONS	14411	06/19/2024	PPE 6/8/24	6,715.00
01.0000.0000.2235	NATIONWIDE RETIREMENT SOLUTIONS	14412	06/19/2024	PPE 6/8/24	508.33
01.0100.1040.5922	PRINT XPRESSIONS	14413	06/19/2024	4TH OF JULY GIVEAWAYS	7,727.44
01.0000.0000.2270	STATE OF CA FRANCHISE TAX BOARD	14414	06/19/2024	A.R GARNISHMENT PPE 6/8/24	8.15
01.0150.1530.5430	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	LANYARDS/ NEW REGISTERED CLIENTS	34.81
01.0140.1440.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	PHONE CASE	13.22
01.0160.1640.5520	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	POOL CHEM. TESTER / POOLS	70.25
01.0150.1540.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	HEADSET/ COMM SVCS	80.47
01.0170.1020.5956	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	PW CELL PHONES SWAP / YARD	45.01
01.0100.1050.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	OFFICE SUPPLIES/ HR	182.49
01.0170.1720.5520	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	YARD SUPP. / YARD	482.08
01.0120.1210.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	PHONE CASE & PROTECTOR	24.05
01.0170.1020.5956	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	SAFETY EQUIP/ LNDSCPE	70.54
01.0130.1310.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	PHONE CASE RETURN	(11.01)
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	FATHERS DAY BANNER/ LUNCHEON	49.59
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	FATHERS DAY DECOR & GIVEAWAYS	155.37
01.0170.1020.5956	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	SAFETY SUPP/ YARD	152.14
01.0120.1210.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	OFFICE SUPPLIES	119.44
01.0150.1530.5430	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	DAY AT THE BARBER SHOP DECOR	40.73
01.0120.1210.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	SUPPLIES	24.25
01.0170.1020.5956	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	PW PHONE SWAP CASES	514.48
01.0100.1050.5406	AMAZON CAPITAL SERVICES, INC	14415	06/19/2024	BUSINESS CARD ORGANIZER & PHONE CASE	35.97
01.0170.1770.5525	ANDY TRUONG	14416	06/19/2024	#11 REPLACE BAD STARTER	483.98
01.0150.1540.5956	CALIFORNIA DESIGNS	14417	06/19/2024	FULL TIME STAFF SHIRTS	151.00
01.0150.1540.5956	CALIFORNIA DESIGNS	14417	06/19/2024	STAFF UNIFORMS/ SUMMER 2024	878.00
01.0100.1060.5820	CALIFORNIA JPIA	14418	06/19/2024	JULY'24-JULY'25 PROPERTY & AUTO INSURANCE	187,854.00
45.0900.9000.5215	CARE FOR THE CHILDREN	14419	06/19/2024	MAY'24 ST CURB ADDRESS NO. PAINTING	53,350.00
02.0170.1760.5966	CITY OF EL MONTE-FINANCE DEPT.	14420	06/19/2024	MAY'24 CNG FUEL	60.55
01.0160.1610.5520	CLEANLEAF ENERGY HOLDINGS, INC	14421	06/19/2024	INVERTER REPAIR / CCTR	1,105.61
01.0100.1050.5936	CONCENTRA	14422	06/19/2024	MAY'24 NEW HIRE PHYSICALS	1,470.00
01.0160.1620.5520	COUNTY OF L.A. DEPT PUBLIC HEALTH	14423	06/19/2024	FY 24/25 PUBLIC HEALTH PERMIT/ SCTR	361.00
01.0160.1640.5520	COUNTY OF L.A. DEPT PUBLIC HEALTH	14423	06/19/2024	FY24/25 PUBLIC HEALTH PERMIT/ POOLS	1,020.00
68.0900.9000.5968	CR ASSOCIATES, INC.	14424	06/19/2024	FEB-MAR'24 PROF SVCS #140	120,442.31
01.0160.1610.5520	DDC ELECTRIC SUPPLY, INC.	14425	06/19/2024	BALLAST LIGHTS & TAPE / CCTR	231.30
06.0300.3010.5430	DRIFTWOOD DAIRY, INC	14426	06/19/2024	MILK/ CI & CII NUTR PRGM	232.00
06.0300.3020.5430	DRIFTWOOD DAIRY, INC	14426	06/19/2024	MILK/ CI & CII NUTR PRGM	25.70
06.0300.3010.5430	DRIFTWOOD DAIRY, INC	14426	06/19/2024	MILK/ CI & CII NUTR PRGM	160.52

06.0300.3020.5430	DRIFTWOOD DAIRY, INC	14426	06/19/2024	MILK/ CI & CII NUTR PRGM	17.83
01.0140.1430.5215	DUDEK	14427	06/19/2024	2/24-4/26/24 - HOUSING ELEMT CONSULTING SVCS	3,501.25
01.0130.1330.5931	ECS IMAGING INC	14428	06/19/2024	DEPARTMENTAL REPOSITORIES	25,200.00
40.0900.9000.5968	ELECNR BELCO ELECTRIC, INC	14429	06/19/2024	APR'24 SIGNAL/ CON #295 RETENTION	(8,568.59)
40.0900.9000.5968	ELECNR BELCO ELECTRIC, INC	14429	06/19/2024	APR'24 SIGNAL/ CON #295	171,371.90
01.0170.1710.5520	EVOLUTION MECHANICAL, INC.	14430	06/19/2024	BOILER ROOM / CHALL	3,956.54
01.0160.1660.5520	EWING IRRIGATION	14431	06/19/2024	IRRIG REPAIR SUPP/ SHIVELY	214.26
01.0170.1710.5520	EWING IRRIGATION	14431	06/19/2024	SOIL & HERBICIDE / CHALL	278.31
01.0160.1610.5520	EWING IRRIGATION	14431	06/19/2024	TENNIS COURT & SKATE PARK / CCTR	1,510.58
01.0170.1750.5505	EWING IRRIGATION	14431	06/19/2024	GAS CAN / STOCK	335.41
01.0160.1650.5520	EWING IRRIGATION	14431	06/19/2024	IRRIG. REPAIR/ NTP	157.16
01.0170.1750.5505	EWING IRRIGATION	14431	06/19/2024	GAS CANS RETURNED	(235.89)
01.0170.1750.5505	EWING IRRIGATION	14431	06/19/2024	GAS CAN / STOCK	236.86
01.0160.1610.5520	EWING IRRIGATION	14431	06/19/2024	SKATE PART PJT SUPP/ CCTR	1,080.18
02.0170.1760.5540	FLAGTIME USA	14432	06/19/2024	50 USA Flags	1,318.80
01.0150.1510.5204	GERARDO DIAZ	14433	06/19/2024	JUNE'24 COMM SVCS COMMISSION MTG	100.00
01.0100.1050.5215	GOVERNMENT STAFFING SERVICES, INC.	14434	06/19/2024	5/20-5/23/24 MUNI TEMP SVCS/ HR ANALYST	3,000.00
01.0160.1650.5520	GRANT'S TRUE VALUE HARDWARE	14435	06/19/2024	IRRIG. REPAIR SUPP/ NTP	41.78
02.0170.1760.5540	GRANT'S TRUE VALUE HARDWARE	14435	06/19/2024	PAINT / STRTS	43.95
01.0170.1710.5520	GRANT'S TRUE VALUE HARDWARE	14435	06/19/2024	HR PROJECT/ CHALL	24.28
01.0160.1640.5520	HASA INC.	14436	06/19/2024	POOL CHEM/ POOLS	479.12
01.0160.1640.5520	HASA INC.	14436	06/19/2024	CHEMICALS / POOLS	381.69
01.0160.1640.5520	HASA INC.	14436	06/19/2024	POOL CHEM/ POOLS	505.39
01.0150.1510.5204	HORTENCIA VASQUEZ	14437	06/19/2024	JUNE'24 COMM SVCS COMMISSION MTG	100.00
06.0300.3010.5215	HUNTINGTON CULINARY	14438	06/19/2024	5/20-5/24/24 MEALS/ CI & CII NUTR PRGM	4,858.75
06.0300.3020.5215	HUNTINGTON CULINARY	14438	06/19/2024	5/20-5/24/24 MEALS/ CI & CII NUTR PRGM	514.25
06.0300.3010.5215	HUNTINGTON CULINARY	14438	06/19/2024	5/27/24 CI & CII NUTR PRGM	4,053.75
06.0300.3020.5215	HUNTINGTON CULINARY	14438	06/19/2024	5/27/24 CI & CII NUTR PRGM	459.80
02.0170.1760.5962	INDUSTRIAL PIPE & STEEL	14439	06/19/2024	SMALL TOOLS / STRTS	3.04
01.0150.1510.5204	INGRID AGUILAR	14440	06/19/2024	JUNE'24 COMM SVCS COMMISSION MTG	100.00
01.0170.1710.5520	INNER-COOL CORP	14441	06/19/2024	AC MAINT/ CHALL	680.00
01.0100.1040.5922	IRMA S. PENICHE	14442	06/19/2024	MILEAGE REIMBURSEMENT AMAZON RETURNS	13.87
01.0100.1040.5922	IRMA S. PENICHE	14442	06/19/2024	EMPL RECOGNITION RETIREMENT MC	100.00
01.0150.1510.5204	ISRAEL ALACIO	14443	06/19/2024	JUNE'24 COMM SVCS COMMISSION MTG	100.00
02.0170.1760.5540	JCL TRAFFIC SERVICES	14444	06/19/2024	PARKING SIGNS / STRTS	1,100.74
02.0170.1760.5535	JCL TRAFFIC SERVICES	14444	06/19/2024	OUTSTANDING CREDIT MEMO	(219.74)
01.0000.0000.4554	JESSICA NAVARRO	14445	06/19/2024	6/1/24 MVD COMM ROOM/ DAMAGE DEPOSIT RNFD	50.00
01.0160.1620.6025	JJJ FLOOR COVERING, INC	14446	06/19/2024	FLOORING IMPROVEMENTS/ SCTR #635	54,220.01
01.0160.1620.6025	JJJ FLOOR COVERING, INC	14446	06/19/2024	RETENTION	(2,711.00)
01.0170.1720.5720	JORGE A PULIDO ARRIERO	14447	06/19/2024	DRINKING WATER SUPP/ YARD	117.18
01.0110.1110.5635	L.A. COUNTY SHERIFF'S DEPT.	14448	06/19/2024	APR'24 CRIME SUPPRESSION	11,328.26
01.0110.1110.5635	L.A. COUNTY SHERIFF'S DEPT.	14448	06/19/2024	APR'24 TRAFFIC ENFORCEMENT SVCS	2,258.14
01.0110.1110.5633	L.A. COUNTY SHERIFF'S DEPT.	14448	06/19/2024	4/4/24 NIGHT MARKET/ LAW ENFORCEMENT SVCS	5,639.31
01.0100.1010.5914	LA COUNTY ECONOMIC DEVELOPMENT CORPORATION	14449	06/19/2024	MAY'24-APR'25 ANNUAL LAEDC MEMBERSHIP	2,500.00
01.0150.1530.5937	LAB1419	14450	06/19/2024	VOLUNTEER GIVEAWAYS	653.72
01.0160.1640.5520	LEO'S UPHOLSTERY SUPPLIES	14451	06/19/2024	RINGS FOR POOL COVER HOLES	175.00
01.0160.1640.5520	LESLIE'S POOL SUPPLIES INC.	14452	06/19/2024	POOL SUPP/ POOLS	265.91
68.0900.9000.6025	LOC, INC	14453	06/19/2024	NTP CCTR 25% CON DOCS #252	6,250.00
01.0000.0000.4250	LOI HONG	14454	06/19/2024	RES-ROOF-23-017 PARTIAL RFND/ CANCELLED PJT	177.00
01.0000.0000.4250	LOI HONG	14454	06/19/2024	RES-ACC-21-024 PARTIAL RFND/ CANCELLED PJT	1,217.62
01.0000.0000.4250	LOI HONG	14454	06/19/2024	RES-ACC-22-010 PARTIAL RFND/ CANCELLED PJT	397.60
01.0000.0000.4235	LOI HONG	14454	06/19/2024	RES-ELC-23-102 PARTIAL RFND/ CANCELLED PJT	78.00
01.0000.0000.4245	LOI HONG	14454	06/19/2024	RES-PLM-23-074 PARTIAL RFND/ CANCELLED PJT	468.00
01.0100.1030.5215	MANDELL MUNICIPAL COUNSELING	14455	06/19/2024	MAY'24 LEGAL SVCS	5,754.31

01.0160.1620.5520	MARTINEZ PUMPING SERVICE, INC	14456	06/19/2024	PLUMBING REPAIR / SCTR	450.00
01.0160.1650.5520	MARTINEZ PUMPING SERVICE, INC	14456	06/19/2024	BATHROOM REPAIR/ NTP	150.00
01.0000.0000.4250	MIAO LOU	14457	06/19/2024	BUILDING PERMIT RFND/ INCORRECT FEES	2,537.75
02.0170.1760.5540	MISSION FENCE & PATIO BUILDERS	14458	06/19/2024	HOG RINGS / STRTS	10.95
01.0160.1650.5520	MISSION FENCE & PATIO BUILDERS	14458	06/19/2024	FENCE GATES / NTP	2,435.00
01.0130.1330.5215	MODERN IT, INC	14459	06/19/2024	JUNE'24 MANAGED SVCS	13,530.00
01.0130.1330.5215	MODERN IT, INC	14459	06/19/2024	JUNE'24 CLOUD SVCS	750.00
01.0130.1330.5215	MODERN IT, INC	14459	06/19/2024	JUNE'24 OFFICE 365	5,177.80
01.0000.0000.4554	MONICA VELSCOS	14460	06/19/2024	6/8/24 MVD COMM RM/ DAMAGE DEPOSIT RFND	50.00
68.0900.9000.5968	MTGL, INC	14461	06/19/2024	APR'24 CITYWIDE PAVEMENT#640	12,300.00
68.0900.9000.5968	MTGL, INC	14461	06/19/2024	JUN'24 CITYWIDE PAVEMENT#640	3,120.00
44.0800.8020.5215	NADA BUS, INC.	14462	06/19/2024	5/18/24 SENIOR EXCURSION	1,860.00
44.0800.8020.5215	NADA BUS, INC.	14462	06/19/2024	5/24/24 COMM SVCS EXCURSION/ SKY ZONE	1,170.00
01.0151.1543.5430	NEW SIGN SOLUTION, INC.	14463	06/19/2024	NIGHT MARKET & TRUSS BANNERS	1,218.26
02.0170.1760.5540	NEW SIGN SOLUTION, INC.	14463	06/19/2024	STENCILS / STRTS	132.30
01.0100.1020.5405	OFFICE DEPOT	14464	06/19/2024	ADMIN SUPPLIES	43.19
01.0100.1020.5405	OFFICE DEPOT	14464	06/19/2024	ADMIN SUPPLIES	36.69
01.0100.1020.5405	OFFICE DEPOT	14464	06/19/2024	ADMIN SUPPLIES/ CELL PHONE CASE	48.72
01.0100.1020.5405	OFFICE DEPOT	14464	06/19/2024	ADMIN SUPPLIES	33.17
44.0800.8010.5406	OFFICE DEPOT	14464	06/19/2024	OFFICE LAMINATING PAPER	71.52
44.0800.8010.5406	OFFICE DEPOT	14464	06/19/2024	COPY PAPER/ DEPT SUPPLIES	130.61
39.0900.9000.6025	ONYX ARCHITECTS, INC	14465	06/19/2024	MAY'24 CHALL RSTRM DESIGN#637	1,275.60
68.0900.9000.6025	ONYX ARCHITECTS, INC	14465	06/19/2024	MAY'24 CHALL RSTRM DESIGN#252	1,275.60
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	14466	06/19/2024	TELESPARS / STRTS	2,378.64
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	14466	06/19/2024	TELESPARS / STRTS	2,053.41
01.0140.7020.5215	PHOENIX GROUP INFORMATION SYSTEMS	14467	06/19/2024	APR'24 ADMIN CITE SVCS	177.20
01.0140.1100.5215	PHOENIX GROUP INFORMATION SYSTEMS	14467	06/19/2024	APR'24 PARKING CITE SVCS	3,237.87
01.0170.1710.5520	PLUMBING HEROES, LLC	14468	06/19/2024	PLUMBING REPAIR / CHALL	1,500.00
01.0151.1544.5210	PYRO SPECTACULARS	14469	06/19/2024	4TH OF JULY FIREWORK DISPLAY	14,250.00
01.0130.1330.5950	QUADIENT LEASING USA, INC.	14470	06/19/2024	6/21-9/20/24 QUARTERLY LEASE	438.62
01.0170.1020.5956	RED DOT UNIFORMS	14471	06/19/2024	UNIFORMS / YARD	87.98
01.0170.1020.5956	RED DOT UNIFORMS	14471	06/19/2024	UNIFORMS	185.18
01.0170.1020.5956	RED DOT UNIFORMS	14471	06/19/2024	PW/ UNIFORM	96.85
01.0170.1020.5956	RED DOT UNIFORMS	14471	06/19/2024	MONIQUE / UNIFORMS	1,944.81
44.0800.8010.5982	REGIONAL TAP SERVICE CENTER	14472	06/19/2024	MAY'24 BUS PASSES	80.64
01.0100.1050.5934	ROXANA TADEO	14473	06/19/2024	MAY'24 LIVSCAN SVCS	475.00
01.0120.1210.5919	SAN GABRIEL VALLEY TRIBUNE	14474	06/19/2024	MAY-JUNE PUBLISH NOTICE/ NIB SWIMMING POOL	3,026.75
01.0170.1770.5525	SANDOVAL TOWING	14475	06/19/2024	#11 TOW TO YARD	175.00
01.0120.1210.5933	SOCAL SHRED LLC	14476	06/19/2024	JUNE'24 RECORDS DESTRUCTION	111.00
01.0160.1650.5520	SOUTHEAST CONSTRUCTION PRODUCTS, INC	14477	06/19/2024	REPAIR SUPP/ NTP	3.44
43.0900.9000.5968	SOUTHERN CALIFORNIA PRECISION CONCRETE INC	14478	06/19/2024	SIDEWALK HAZARD SURVEY / CITYWIDE	33,000.00
01.0170.1770.5525	SOUTHERN TIRE MART LLC	14479	06/19/2024	TIRE DISPOSAL	155.00
01.0140.1100.5215	STATE CONTROLLER'S OFFICE	14480	06/19/2024	FTB OFFSET PRGM/ ADMIN FEES 2023	270.67
01.0100.1040.5922	STUDIO9D8, INC	14481	06/19/2024	4TH OF JULY GIVEAWAY SHIRTS	3,000.00
01.0100.1040.5922	STUDIO9D8, INC	14481	06/19/2024	4TH OF JULY STAFF SHIRTS	292.50
02.0170.1760.5540	SUNBELT RENTALS, INC.	14482	06/19/2024	CONCRETE REPAIR PECK/DURFEE	357.55
01.0140.1100.5215	SUPERIOR COURT OF CA, COUNTY OF LA	14483	06/19/2024	APR'24 CITATION REVENUE	7,194.00
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	BREAD/ CI & CII NUTR PRGM	100.50
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	BREAD/ CI & CII NUTR PRGM	11.16
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	91.44
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	10.16
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	CI & CII FOOD SUPPLIES	153.02
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	CI & CII FOOD SUPPLIES	127.44
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	CI NURT PRGM FOOD ITEMS	15.92

06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	58.86
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	6.54
01.0150.1530.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	SNACKS/ BARBER SHOP EVENT	35.00
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	73.02
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	FOOD/ CI & CII NUTR PRGM	8.11
06.0300.3010.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	BREAD/ CI & CII NUTR PRGM	88.34
06.0300.3020.5430	SUPERIOR WAREHOUSE GROCERS	14484	06/19/2024	BREAD/ CI & CII NUTR PRGM	9.81
17.0900.9020.6025	THE ENERGY COALITION	14485	06/19/2024	1/1/-3/31/2024 CONTRACT SVCS	212.63
17.0900.9020.6025	THE ENERGY COALITION	14485	06/19/2024	1/1/-3/31/2024 CONTRACT SVCS/RET	23.62
01.0140.1430.5910	THE SAUCE CREATIVE SERVICES CORP.	14486	06/19/2024	BROCHURES/ ICSC L. VEGAS 2024	1,141.43
01.0100.1020.5215	TOWNSEND PUBLIC AFFAIRS	14487	06/19/2024	JUNE'24 CONSULTING SVCS	6,750.00
02.0170.1760.5260	TRANSTECH ENGINEERING, INC.	14488	06/19/2024	MAR'24 TRF STARLITE TRF SCOPE/REV	1,275.00
02.0170.1760.5260	TRANSTECH ENGINEERING, INC.	14488	06/19/2024	MAR'24 TRF REV 11214 RUSH	300.00
01.0170.1105.5215	TRANSTECH ENGINEERING, INC.	14488	06/19/2024	MAR'24 ENGINEERING SERVICES	14,140.00
01.0170.1105.5215	TRANSTECH ENGINEERING, INC.	14488	06/19/2024	MAR'24 PLAN CK 70% FEES	2,177.00
01.0130.1310.5215	TRUSAIC	14489	06/19/2024	JUNE'24 ACA MONTHLY	1,061.21
01.0170.1760.5545	VISIONS RECYCLING, INC	14490	06/19/2024	PAINT FOR GRAFFITI REMOVAL	677.49
01.0170.1710.5520	WATER CHEMISTS,DIV. OF CCI CHEMICAL	14491	06/19/2024	WATER TREATMENT/ CHALL	200.00
01.0170.1740.5435	WAXIE SANITARY SUPPLY	14492	06/19/2024	SEAT COVER / YARD	16.48
01.0170.1740.5435	WAXIE SANITARY SUPPLY	14492	06/19/2024	TOILET COVERS / CITYWIDE	148.34
01.0170.1740.5435	WAXIE SANITARY SUPPLY	14492	06/19/2024	TOILET COVER / CITYWIDE	1,068.10
01.0170.1740.5435	WAXIE SANITARY SUPPLY	14492	06/19/2024	JANIT SUPP / CITYWIDE	4,612.87
01.0150.1530.5952	WINNER INTERNATIONAL INC.	14493	06/19/2024	FATHERS DAY BALLOONS	50.54
01.0150.1530.5952	WINNER INTERNATIONAL INC.	14493	06/19/2024	HELIUM REFILL/ LUNCHEONS	352.80
01.0130.1330.5950	XEROX CORPORATION	14494	06/19/2024	3/30-4/29/24 COPIER LEASE	1,547.99
01.0130.1330.5950	XEROX CORPORATION	14494	06/19/2024	3/30-4/29/24 COPIER LEASE	282.63
01.0130.1330.5950	XEROX CORPORATION	14494	06/19/2024	4/30-5/29/24 COPIER LEASE	1,547.99
01.0130.1330.5950	XEROX CORPORATION	14494	06/19/2024	5/30-6/29/24 COPIER LEASE	1,547.99
01.0170.1020.5956	YVAN LAM	14495	06/19/2024	BOOT ALLOWANCE 2024	87.97
01.0100.1020.5215	ZAMORA SERVICES	14496	06/19/2024	6/4/2024 NOTARY SVCS	445.00
01.0130.1330.5715	T-MOBILE USA INC	14497	06/19/2024	4/4-4/20/24 CITY CELL PHONES	4,667.39
01.0130.1330.5715	T-MOBILE USA INC	14497	06/19/2024	CREDIT	(1,247.30)
01.0130.1330.5715	T-MOBILE USA INC	14497	06/19/2024	4/21-5/20/24 CITY CELL PHONES	2,901.32
01.0000.0000.2205	DEPARTMENT OF THE TREASURY	DFT0001841	06/07/2024	PPE 6/8/24 FEDERAL	65.50
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0001841	06/07/2024	PPE 6/8/24 MEDICARE	32.88
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0001841	06/07/2024	PPE 6/8/24 FICA	105.52
01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001842	06/10/2024	PPE 6/8/24 UI TAX WTHD'G	6.07
01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001842	06/10/2024	PPE 6/8/24 TNG TAX WTHD'G	0.30
01.0000.0000.2210	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001842	06/10/2024	PPE 6/8/24 STATE WTHD'G	3.69
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001843	06/11/2024	4/22-5/22/24 1819 CENTRAL AVE	707.25
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001844	06/11/2024	4/22-5/22/24 1415 SANTA ANITA AVE	593.74
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001845	06/11/2024	4/22-5/22/24 1450 LIDCOMBE AVE	3,593.86
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001846	06/11/2024	4/22-5/22/24 1556 CENTRAL AVE	375.80
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001847	06/11/2024	4/22-5/22/24 1500 CENTRAL AVE	602.82
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001848	06/11/2024	4/22-5/22/24 1530 CENTRAL AVE	353.10
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001849	06/11/2024	4/22-5/22/24 1341 ISLAND SANTA ANITA	23.76
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001850	06/11/2024	4/22-5/22/24 1450 LIDCOMBE AVE	336.94
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0001851	06/11/2024	4/22-5/22/24 1402 LERMA	3,313.44
01.0170.1730.5705	SO CAL GAS	DFT0001852	06/06/2024	4/29-5/29/24 1415 SANTA ANITA AVE	436.41
02.0170.1760.5550	ATHENS SERVICES	DFT0001853	06/17/2024	JUNE'24 SWEEPER SVCS	6,610.80
01.0000.0000.2205	DEPARTMENT OF THE TREASURY	DFT0001854	06/14/2024	PPE 6/8/24 FEDERAL	26,495.08
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0001854	06/14/2024	PPE 6/8/24 FICA	38,015.18
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0001854	06/14/2024	PPE 6/8/24 MEDICARE	8,882.30
01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001855	06/17/2024	PPE 6/8/24 UI TAX WTHD'G	485.34

01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001855	06/17/2024	PPE 6/8/24 TNG TAX WTHD'G	24.28
01.0000.0000.2210	EMPLOYMENT DEVELOPMENT DEPT.	DFT0001855	06/17/2024	PPE 6/8/24 STATE WTHD'G	9,445.95
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0001856	06/17/2024	CASE 200000002135289	780.50
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0001856	06/17/2024	CASE 1457313	402.50
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0001856	06/17/2024	CASE 0980438	150.00
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0001856	06/17/2024	CASE 200000002163990	359.00
01.0130.1310.5280	SECTRAN SECURITY INC.	DFT0001857	05/31/2024	MAY'24 ARMORED SVCS	206.26
02.0170.1760.5725	SOUTHERN CALIFORNIA EDISON	DFT0001858	06/17/2024	4/16-5/14/24 STREET LIGHTS	1,895.06
02.0170.1760.5725	SOUTHERN CALIFORNIA EDISON	DFT0001859	06/17/2024	APR'24 STREET LIGHTS CREDIT	(2,172.06)
02.0170.1760.5725	SOUTHERN CALIFORNIA EDISON	DFT0001859	06/17/2024	MAY'24 STREET LIGHTS	3,535.51
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0001860	06/17/2024	MAY'24 2028 CENTRAL AVE	282.24
02.0170.1760.5725	SOUTHERN CALIFORNIA EDISON	DFT0001861	06/17/2024	APR'24 STREET LIGHTS	2,656.10
Grand Total					973,135.55

Authorization Signature

A handwritten signature in black ink, appearing to read 'Rene Salas', written over a horizontal line.

Rene Salas, City Manager



City Council Agenda Report

Agenda Item No. 7.c.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Sabrina Muhne, Interim City Clerk

SUBJECT: CONSIDERATION AND APPROVAL OF PROPOSED DARK COUNCIL MEETING DATES FOR MONTH OF AUGUST 2024

SUMMARY: Staff is requesting City Council "go dark" on Tuesday, August 13, 2024, and Tuesday, August 27, 2024, as the City Council will be taking a recess during the month of August 2024.

RECOMMENDED ACTION: Staff recommends City Council approve "going dark" on Tuesday, August 13, 2024, and Tuesday, August 27, 2024.

FISCAL/FINANCIAL IMPACT: None.

DISCUSSION: Each year during the month of August, City Council takes a recess and does not hold meetings. If there is a need, a special meeting can be held during the month of August.

ATTACHMENT(S):

None



City Council Agenda Report

Agenda Item No. 7.d.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Guillermo Arreola, Director of Community Development

SUBJECT: CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO SUBMIT AN APPLICATION TO THE CALIFORNIA EMERGING TECHNOLOGY FUND (CETF) FOR THE DIGITAL EQUITY LEADERSHIP GRANT

SUMMARY: The Digital Equity Leadership Grant purpose is to aid in closing the digital divide, promote digital inclusion, and achieve digital equity.

RECOMMENDED ACTION: Staff recommends City Council:

1. Authorize the submittal of the grant application to the California Emerging Technology Fund (CETF) and related authorizations; and
2. Authorize the City Manager or designee to execute all documents as the signature authority.

FISCAL/FINANCIAL IMPACT: There is no fiscal impact to the General Fund. If awarded by the CETF, the City will utilize the \$20,000 grant to cover the cost of the planning activities that enhance digital equity.

DISCUSSION: The California Emerging Technology Fund (CETF) mission is to forge partnerships and foster public policy to close the Digital Divide. To advance its mission, CETF announced a funding opportunity, the Digital Equity Leadership Grant, to participate in a Learning Community as a Leading Pacesetter Local Government. If awarded, the grant will consist of the City's participation in a Digital Equity Best Practices "Learning Community" to explore how to accelerate progress, share lessons learned, and participate in measuring progress. The grant focuses on the roles of local governments in which the City intends to take on the role of the planner by incorporating digital equity into planning documents. The City plans on focusing on incorporating strategies and policies into the General Plan with an analysis of overall programmatic impacts and benefits to streamline compliance with CEQA.

Prepared by: Linda Barragan, Community Development Analyst

ATTACHMENT(S):

A. Local-Government-Best-Practices-Check-List-Grant-Application-Final



Local Government Best Practices Check List for Digital Equity Grant Application for Learning Community Due June 28, 2024 – 5PM PT

LOCAL GOVERNMENT JURISDICTION		TAX ID/EIN
City of South El Monte		
CONTACT FIRST NAME	LAST NAME	CONTACT TITLE
Linda Barragan		Community Development Analyst
MAILING ADDRESS		CITY
1415 Santa Anita Ave.		South El Monte
		ZIP
		91733
EMAIL ADDRESS		PHONE NUMBER
LBarragan@soelmonte.org		626-579-2044

1. Will your jurisdiction be represented at and participate in the 3 Learning Communities scheduled between September 2024 and March 2025? Yes x No

Who will be your primary representative in the Learning Community (please provide all contact information if different than above)?

LEARNING COMMUNITY REPRESENTATIVE FIRST NAME	LAST NAME	REPRESENTATIVE TITLE
REPRESENTATIVE	MAILING ADDRESS	CITY
		ZIP
EMAIL ADDRESS		PHONE NUMBER

2. What actions have your County Board of Supervisors or City Council taken in the past to close the Digital Divide, promote Digital Inclusion, and achieve Digital Equity?

In the past the City has purchased computing devices and hotspots in bulk to be loaned and/or sold at a discounted price for residents in adoption programs. In addition, the City has provided online access to all policies, plans, ordinances, and services information, including remote participation in public meetings to constituents. Lastly, the City continues to deliver online as many services as possible to reduce vehicle trips and improve efficiency and productivity.

3. Which Role(s) and Best Practices do you want to focus on implementing during the Grant period?

The City would like to focus on the role of the Planner by incorporating the need for broadband in the City/s General Plan to ensure infrastructure is adequate for future demand and to pursue funding and other resources for infrastructure planning and projects.

4. What examples, if any, of Best Practices do you want to share in the Learning Community?

The Best Practices that the City would like to Share in the Learning Community is how the City incorporates digital equity and how the City identifies broadband goals and policies, priorities, standards and implementation measures in the City's General Plan update.

5. How will your jurisdiction contribute to the value of the Learning Community to ensure that your participation will benefit other participants and your region?

The City's participation will benefit other participants by supporting collaborative measures that increase digital equity. With the opportunity to contribute to the Learning Community, the City will be able to share input on how the City is advancing digital equity, what were the challenges, how the City overcame or attempted to address issues that arose during the planning stages, and share how the City will continue to advance digital equity after the grant period ends. The City's participation will further CETF approach of "all hands-on deck" to continue to drive investment and connectivity across the participating communities.

Please Note:

Local Governments awarded the \$20,000 Grant to participate in the Best Practices Digital Equity Learning Community will receive an Initial Grant Payment of \$15,000 in August 2024.

The first Learning Community will be scheduled in September 2024. Grantees are required to participate in all 3 Learning Communities. Following attendance of the third Learning Community, you will be required to submit a post-Check List to report the adoption of any additional Best Practices along with a concise Final Report. Upon receipt and acceptance by CETF of your post-Check List and Final Report, you shall receive a Final Grant Payment of \$5,000 no later than May 2025.

You may use the Digital Equity Leadership Grant for any purpose within your Local Government to close the Digital Divide, promote Digital Inclusion, and achieve Digital Equity. You will be asked to describe how you used or intend to use the Grant in the Final Report so that CETF can inventory and summarize impacts. However, within these modest requirements, your Local Government will be able to determine how best to use the Grant to address your priority needs.



City Council Agenda Report

Agenda Item No. 7.e.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Iyob Tessema, Director of Human Resources & Risk Management

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NOS 24-168 THROUGH 24-172, CREATING NEW CLASSIFICATIONS AND UPDATING CERTAIN CLASSIFICATIONS AND JOB DESCRIPTIONS

SUMMARY: Approval of the attached resolutions would create the new classifications of Senior Public Works Analyst, Planning Manager and Code Enforcement Coordinator and update and revise the classifications of Community Services Manager, and Senior Services & Transportation Supervisor.

RECOMMENDED ACTION: Staff recommends City Council adopt the attached Resolutions No. 24-168 through 24-172 adding and/or revising the positions of Planning Manager; Code Enforcement Coordinator, Community Services Manager and Senior Services & Transportation Supervisor. The job title of Recreation Manager would be changed to Community Services Manager. The job title of Senior Services Supervisor would be changed to Senior Services & Transportation Supervisor, and the job title of Permit Technician would be changed to Code Enforcement Supervisor. The job title of Transportation and Senior Services Manager would be changed to Senior Public Works Analyst. Class Specifications for all five (5) positions would also be updated and/or revised.

FISCAL/FINANCIAL IMPACT: The expected total fiscal impact is \$6,320.

FY2023-24 Adopted Budget

Row	Status	Category	Title	Step	Bargaining Unit	FTE	Salaries	Benefits	Total
1	Active	Full Time	Senior Public Works Analyst	E	SEMEMTA	1.00	\$ 104,232	\$ 37,056	\$ 141,288
2	Active	Full Time	Permit Technician	E	SEMEA	1.00	\$ 71,496	\$ 36,852	\$ 108,348
3	Active	Full Time	Planning Manager	E	SEMEMTA	1.00	\$ 115,157	\$ 24,259	\$ 139,416
4	Active	Full Time	Community Services Manager	A	SEMEMTA	1.00	\$ 93,389	\$ 56,084	\$ 149,473
5	Active	Full Time	Senior Services & Transportation Supervisor	A	SEMEMTA	1.00	\$ 79,636	\$ 41,328	\$ 120,964
						5.00	\$ 463,910	\$ 195,578	\$ 659,488

5/14/24 Update

Row	Status	Category	Title	Step	Bargaining Unit	FTE	Salaries	Benefits	Total
1	Active	Full Time	Senior Public Works Analyst	E	SEMEMTA	1.00	\$ 103,651	\$ 36,849	\$ 140,500
2	Active	Full Time	Code Enforcement Coordinator	E	SEMEA	1.00	\$ 76,186	\$ 39,269	\$ 115,456
3	Active	Full Time	Planning Manager	E	SEMEMTA	1.00	\$ 115,157	\$ 24,259	\$ 139,416
4	Active	Full Time	Community Services Manager	A	SEMEMTA	1.00	\$ 93,389	\$ 56,084	\$ 149,473
5	Active	Full Time	Senior Services & Transportation Supervisor	A	SEMEMTA	1.00	\$ 79,636	\$ 41,328	\$ 120,964
						5.00	\$ 468,019	\$ 197,789	\$ 665,808

Fiscal Impact

Row	Status	Category	Title	Step	Bargaining Unit	FTE	Salaries	Benefits	Total
1	Active	Full Time	Senior Public Works Analyst		SEMEMTA	1.00	\$ (581)	\$ (207)	\$ (788)
2	Active	Full Time	Code Enforcement Coordinator		SEMEA	1.00	\$ 4,690	\$ 2,418	\$ 7,108
3	Active	Full Time	Planning Manager		SEMEMTA	1.00	\$ (0)	\$ (0)	\$ (0)
4	Active	Full Time	Community Services Manager		SEMEMTA	1.00	\$ (0)	\$ (0)	\$ (0)
5	Active	Full Time	Senior Services & Transportation Supervisor		SEMEMTA	1.00	\$ (0)	\$ (0)	\$ (0)
						5.00	\$ 4,109	\$ 2,211	\$ 6,320

DISCUSSION: The following positions are recommended for changes:

Senior Public Works Analyst – Change in title, compensation, and class specification. The prior title for this position was Transportation and Senior Services Manager. The proposed compensation range is \$7,106.00 - \$8,637.00. The duties and responsibilities of this individual have been modified to better suit the needs of the Public Works Department, and supervise all Grant Administration work efforts for the City.

Planning Manager – Create a new classification with a proposed compensation range between \$7,894.00 - \$9,596.00. The duties and responsibilities are tailored to better suit the needs of Community Development Department.

Code Enforcement Coordinator – Change in title, compensation, and class specification. The prior title for this position was Permit Technician. The proposed compensation range is between \$5,223.00 - \$6,348.00. The duties and responsibilities of this individual have been modified to better suit the needs of the Code Enforcement/Public Safety Section within the Public Works Department.

Community Services Manager – Change in title, compensation, and class specification. The prior title for this position was Recreation Manager. The proposed compensation range is \$7,782.00 - \$9,459.00. This position will serve both the Community Service and Senior Service sections of the Community & Senior Services Department.

Senior Services & Transportation Supervisor – Change in title and class specification. The prior title for this position was Senior Services Supervisor. The proposed compensation range is \$6,636.31 - \$8,066.48. This position includes the job duties and responsibilities of Transportation Services Supervision to better meet the needs of the Community & Senior Services Department.

The above-mentioned changes and modifications are subject to meet and confer with the

affected employee organization. Once the City has met and conferred with the affected employee organization, these changes and modifications will be implemented.

ATTACHMENT(S):

- A. Resolution No. 24-168 - Senior Public Works Analyst
- B. Exhibit A to Resolution No. 24-168 - Senior Public Works Analyst
- C. Resolution No. 24-169 - Planning Manager
- D. Exhibit A to Resolution No. 24-169 - Planning Manager
- E. Resolution No. 24-170 - Code Enforcement Coordinator
- F. Exhibit A to Resolution No. 24-170 - Code Enforcement Coordinator
- G. Resolution No. 24-171 - Community Services Manager
- H. Exhibit A to Resolution No. 24-171 - Community Services Manager
- I. Resolution No. 24-172 - Senior Services & Transportation Supervisor
- J. Exhibit A to Resolution No. 24-172 - Senior Services & Transportation Services

ATTACHMENT A

RESOLUTION NO. 24-168

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL CHANGING THE TITLE OF THE TRANSPORTATION AND SENIOR SERVICES MANAGER CLASSIFICATION TO SENIOR PUBLIC WORKS ANALYST AND ADOPTING UPDATED CLASS SPECIFICATION AND COMPENSATION

WHEREAS, the City of South El Monte previously approved and adopted class specifications and a salary ranges for the position of Transportation and Senior Services Manager; and

WHEREAS, pursuant to South El Monte Municipal Code section 2.64.040 the City Manager is responsible for preparation and maintenance of a classification plan consisting of job specifications for all classifications in the City's classified service; and

WHEREAS, the City Manager recommends the title of Transportation and Senior Services Manager be changed to Senior Public Works Analyst and that updated classifications and compensation be adopted; and

WHEREAS, the City has or will meet and confer with any affected employee organization regarding the implementation of the class specification, salary range, and any other substantial changes.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. The South El Monte City Council hereby approves the updated compensation range from \$6,899.00–\$8,386.00 to \$7,106.00 – \$8,637,00 per month.

SECTION 2. The South El Monte City Council hereby approves the title change of the Transportation and Senior Services classification to Senior Public Works Analyst and adopts updated class specifications for the position, a copy of which is attached hereto as Exhibit A. The Senior Public Works Analyst class specification shall supersede and replace the previous Transportation and Senior Services class specifications effective as of the date of the adoption of this resolution.

SECTION 3. The Interim City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-168 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on the 25th day of June 2024 and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sabrina Muhne, Interim City Clerk

ATTACHMENT B

EXHIBIT A TO RESOLUTION NO. 24-168

CITY OF SOUTH EL MONTE

SENIOR PUBLIC WORKS ANALYST

Bargaining Unit: SEMEMTA, Exempt

DEFINITION

Under direction from the Public Works Director, the Senior Public Works Analyst plays a pivotal role in providing advanced and strategic support to the Public Works department, leading complex administrative initiatives, and contributing to the development and implementation of citywide programs. This position involves making significant recommendations on policy decisions, addressing technical challenges, and managing unique public relations issues. The Senior Public Works Analyst actively engages in critical administrative processes, procedures, and programs, delivering expert insights to enhance the efficiency and effectiveness of municipal operations.

SUPERVISION RECEIVED AND EXERCISED

Supervision is received from the Director of Public Works. This classification can involve direct supervision of Grants Coordinator, Analyst and/or Assistant Analyst.

ESSENTIAL DUTIES

Duties include, but are not limited to the following:

- Conduct in-depth analysis and implementation of municipal policies, organizational structures, financial strategies, and services; generate comprehensive reports, recommendations, and findings for key program and policy decisions.
- Interpret and apply complex data, policies, laws, regulations, and city ordinances; address citizen complaints and serve as a point of contact for public inquiries.
- Lead the planning, preparation, and administration of innovative City programs and services, collaborating with project teams and contractors; oversee project timelines, progress, and completion; compile and present project summary reports.
- Prepare and present detailed reports and summaries for staff, City Manager, City Council, and commissions; compose complex correspondence, memos, and contracts.
- Investigate, interpret, analyze, and provide recommendations on new or proposed programs, grants, and services; compile data from various sources to prepare correspondence, reports, charts, and graphs.
- Assist in the budget preparation process for City departments; analyze and monitor departmental expenditures and revenue; provide insights for budget outlooks related to planned programs and projects.
- Administer vendor and project contracts, offering guidance on contract staff tasks; contribute

- to the development of contract terms.
- Represent the City at regional events and meetings.
- Performs related duties as assigned.

JOB REQUIREMENTS

Knowledge:

- Advanced understanding of municipal administration, accounting, auditing, and budget and grants management.
- In-depth knowledge of relevant laws, ordinances, and regulations.
- Proficiency in research, statistical analysis, and report preparation.
- Familiarity with information and data processing systems/applications.

Competencies:

- Demonstrates professional and technical expertise at an advanced level.
- Excels in gathering and analyzing data, including fact-finding, and interpreting quantitative and qualitative information.
- Navigates legal and regulatory landscapes with an in-depth understanding of applicable laws and regulations.
- Applies critical thinking skills to identify root causes of problems or issues.
- Actively engages in continuous learning, developing knowledge, skills, and abilities relevant to the role.
- Demonstrates integrity and ethics, taking responsibility for actions.
- Identifies and seizes opportunities for innovation and improvement.
- Focuses on action and results, ensuring efficient and effective task completion.
- Delivers clear, organized, and persuasive presentations.
- Collaborates with and involves key stakeholders in projects or processes.
- Persists tactfully in promoting positions and adjusts style to fit the situation.
- Maintains a customer-focused approach, exploring options and pursuing solutions until customers are satisfied.
- Exhibits leadership by creating a positive work environment that motivates all team members.
- Understands and fulfills one's role in a team, contributing to overall team success.
- Demonstrates project management skills by defining project goals and criteria for success.
- Engages in process improvement by benchmarking industry best practices and measuring quality, quantity, schedule, resource utilization, and customer feedback.
- Stays current on new developments and trends in technology.
- Pays high attention to detail in handling job responsibilities.

MINIMUM QUALIFICATIONS

Experience: Five (5) years of professional administrative, analytical, or budgetary experience, preferably within a municipality or government agency.

Education: Bachelor's degree from an accredited college or university with major coursework in business administration, public administration, or a related field.

A Master's Degree in Business or Public Administration, or a related field may substitute for one (1) year of the required experience.

Licenses and Certificates:

Possession of a California driver's license.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Required to sit, talk, and hear.
- Occasionally required to stand, walk, stoop, crouch, and reach with hands and arms.
- Occasionally lift and/or move up to 25 pounds.
- Vision abilities required to perform office machine operations.

Working Conditions:

- Perform sedentary work.
- Noise levels normal for an office setting.

Position Status: This position is designated as Non-Exempt under the provisions of the Fair Labor Standards Act.

ATTACHMENT C

RESOLUTION NO. 24-169

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL APPROVING THE NEW POSITION OF PLANNING MANAGER AND ADOPTING CLASS SPECIFICATIONS AND COMPENSATION FOR THE POSITION

WHEREAS, pursuant to South El Monte Municipal Code (“SEMMC”) section 2.64.040 the City Manager is responsible for preparation and maintenance of a classification plan consisting of job specifications for all classifications in the City’s classified service; and

WHEREAS, pursuant to SEMMC section 2.64.040, the City Manager recommends creating the position of Planning Manager; and;

WHEREAS, the City Manager recommends the creation of the classification with the associated compensation range and adoption of the job specifications; and

WHEREAS, the position of Planning Manager is a new position; and

WHEREAS, the creation of the new position is in the best interest of the City of South El Monte (“City”) and advances the City’s goal to maximize administrative efficiency; and

WHEREAS, the City has or will meet and confer with any affected employee organization regarding the implementation of the class specification, salary range, and any other substantial changes.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. The South El Monte City Council hereby approves the new position of Planning Manager with salary range of \$7,894.00 - \$9,596.00 per month and adopts class specifications, a copy of which is attached hereto Exhibit A.

SECTION 2. The Interim City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-169 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sabrina Muhne, Interim City Clerk

ATTACHMENT D

EXHIBIT A TO RESOLUTION NO. 24-169

CITY OF SOUTH EL MONTE

PLANNING MANAGER

Exempt

JOB DESCRIPTION

Under direction from the Director of Community Development, the Planning Manager will play a leading role in several key areas for the Community Development Department, with a strong emphasis and focus on the City's current planning services. This role includes overseeing day-to-day Planning Division public counter operations and land use entitlements, which may include directly managing complex and sensitive planning assignments. The Planning Manager will bring a depth of technical experience and skills in facilitating all aspects of the planning process and work collaboratively with residents, the business community, and other City Departments and stakeholders. The most successful candidate will have vast knowledge of local, state, and federal laws applicable to planning, zoning, subdivision, and environmental review. This hands-on leadership position will require a strong communicator who is skilled at providing clear direction about departmental objectives, policies, and priorities, while providing excellent internal and external customer service.

SUPERVISION RECEIVED AND EXERCISED

Supervision is received from the Director of Community Development. Assists Director of Community Development with supervision over the Planning Assistant, the Building and Safety Permit Technicians, and assigned staff within the Department of Community Development.

ESSENTIAL DUTIES:

Duties may include, but are not limited to, the following:

- Assists in the administration and coordination of overall Planning department activities, projects and programs; develops and implements department policies and procedures.
- Supervises, trains and leads professional and technical staff engaged in advanced and current City planning and building permit activities including general plan and zoning code maintenance and enforcement, review of proposed developments, and processing of entitlement applications and permits.
- Conducts the most complex assignments, including the preparation, review, and project evaluation of current or advanced planning projects; manages the productivity of permit technician staff; ensures that planning activities are conducted in accordance with Federal and State law, City ordinances, rules, and regulations including the California Environmental Quality Act and Air Quality Management Plan.
- Coordinates the conduct of environmental impact studies, including the preparation of requests for proposal; coordinates project review by other agencies; evaluates conclusions of environmental impact reports and prepares recommendations.
- Prepares reports and documents for City Council and Planning Commission agenda; attends meetings of the City Council and Planning Commission; makes presentations and

responds to questions as required; advises the City Council and Planning Commission on zoning and planning matters.

- Reviews, analyzes, coordinates Planning related activities, consults with relevant parties, and prepares reports, conducts research and special studies; coordinates with other City departments involved in the development review process to maintain a high quality of customer service.
- Selects, supervises, motivates, plans, trains, directs, and evaluates the work of lower-level staff; prepares and presents employee performance reviews; provides/coordinates staff training; works with employees to correct deficiencies; implements disciplinary procedures; recommends employee terminations; approves time sheets and expense reports.
- Represents the City, as assigned, in relations with the community, advisory committees, local, State, and Federal agencies, other planning departments, and professional organizations.
- Prepares and monitors the division budget; forecasts funds needed.
- Drafts and writes a variety of reports and documentation, including detailed Risk Management incident reports.
- Performs other duties as assigned.

JOB REQUIREMENTS

Knowledge:

- City Municipal Code, General Plan, Subdivision Map Act.
- Codes and laws related to public safety and enforcement.
- State and Federal regulations and legislation.
- Principles of urban design, planning and zoning laws, land development process.
- Adept in regulation research and interpretation skills.
- Technology systems and applications.

Competencies:

- Project Management – Ensures clear definition of project goal and criteria for success.
- Strategic View – Focuses on the future and where current trends will lead.
- Managing Change – Involves key stakeholder in planning and decision making.
- Process Improvement – Controlling and Improving processes and workflow.
- Organizational Design and Structure – Evaluates alternative organizational designs and selects the one best suited to meeting customer needs.
- Organizational Savvy – Understands the inner workings and interrelationships of the organization.
- Fiscal Acumen – Spends organizational funds wisely and strategically.
- Managing Performance – Sets and aligns individual performance goals with the goals of the unit and the overall organization.
- Empowering Others – Allocates responsibility to others according to their abilities and opportunities for development.
- Leadership – Creates a positive work environment in which all are motivated to do their best.
- Handling Conflict – Deals with interpersonally or politically challenging situations calmly and diplomatically, diffusing tension.

- Influencing – Persuades others to consider and adopt a new position or attitude on a topic.
- Presentation Skill – Delivers clear, organized, and persuasive messages.
- Innovation – Readily spots and identifies current opportunities for improvement.
- Gathering and Analyzing Data – Organizes, codes, aggregates, and disaggregates data for analysis and produces data that can be trusted.

MINIMUM QUALIFICATIONS

Experience:

Four (4) years of increasingly responsible experience in urban planning, including at least two years in a lead capacity and/or supervising professional planners.

Education:

Bachelor's degree from an accredited college or university or Equivalent to a Bachelor's degree from accredited four (4) year college or university in land-use planning, urban planning, public administration, or a closely related field. A Master's degree is preferred.

Licenses and Certificates

Possession of a valid Class C California State Driver's License.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- Occasionally required to stand or walk.
- Occasionally required to lift and/or move up to 25 pounds.
- Vision abilities required to see close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Working Conditions:

- Sedentary work in office settings. Some outdoor work is required in the inspection of various land use developments and construction sites.
- Occasionally works in outside weather conditions.
- Occasionally exposed to wet and/or humid conditions, or airborne particles.
- Noise level in the work environment is usually quiet in the office, and moderate in the field.

CLASSIFICATION APPROVED BY CITY MANAGER

December 2023

ATTACHMENT E

RESOLUTION NO. 24-170

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL CHANGING THE TITLE OF THE PERMIT TECHNICIAN CLASSIFICATION TO CODE ENFORCEMENT COORDINATOR AND ADOPTING UPDATED CLASS SPECIFICATION AND COMPENSATION

WHEREAS, the City of South El Monte previously approved and adopted class specifications and a salary ranges for the position of Permit Technician; and

WHEREAS, pursuant to South El Monte Municipal Code section 2.64.040 the City Manager is responsible for preparation and maintenance of a classification plan consisting of job specifications for all classifications in the City's classified service; and

WHEREAS, the City Manager recommends the title of Permit Technician be changed to Code Enforcement Coordinator and that updated classifications and compensation be adopted; and

WHEREAS, the City has or will meet and confer with any affected employee organization regarding the implementation of the class specification, salary range, and any other substantial changes.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. The South El Monte City Council hereby approves the updated compensation range from \$4,901.00 – \$5,957.00 to \$5,223.00 – \$6,348.00 per month.

SECTION 2. The South El Monte City Council hereby approves the title change of the Permit Technician classification to Code Enforcement Coordinator and adopts updated class specifications for the position, a copy of which is attached hereto as Exhibit A. The Code Enforcement Coordinator class specification shall supersede and replace the previous Permit Technician class specifications effective as of the date of the adoption of this resolution.

SECTION 3. The Interim City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-170 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sabrina Muhne, Interim City Clerk

ATTACHMENT F

EXHIBIT A TO RESOLUTION NO. 24-170

2046

CITY OF SOUTH EL MONTE

CODE ENFORCEMENT COORDINATOR

Bargaining Unit: SEMEA - NON-EXEMPT

DEFINITION

The Code Enforcement Coordinator serves as the primary point of contact for the Code Enforcement Department at the City of South El Monte. This position is responsible for providing administrative support and coordinating the day-to-day operations of the department. The Code Enforcement Coordinator interacts with residents, businesses, and other stakeholders to address inquiries, schedule inspections, and facilitate communication between the public and enforcement officers.

SUPERVISION RECEIVED AND EXERCISED

Supervision is provided by the Code Enforcement Supervisor. Supervision is not exercised by this classification.

ESSENTIAL DUTIES:

Duties may include, but are not limited to, the following:

- Front Desk Operations: Greet visitors and answer incoming calls to the Code Enforcement Department. Provide information, assistance, and referrals to callers and walk-in visitors regarding code enforcement procedures, regulations, and services.
- Appointment Scheduling: Coordinate and schedule appointments for code enforcement inspections, meetings, and hearings. Maintain accurate appointment calendars and communicate scheduling details to enforcement officers and property owners.
- Recordkeeping: Maintain and update electronic and paper records of code enforcement activities, including inspection reports, violation notices, correspondence, and administrative documents. Ensure that records are organized, accessible, and confidential.
- Complaint Intake: Receive and record complaints from residents, businesses, and other sources regarding potential code violations. Enter complaint information into the department's database and distribute complaints to enforcement officers for investigation.
- Correspondence: Prepare and distribute correspondence, notices, and other written communications related to code enforcement matters. Follow up on outstanding issues and provide updates to interested parties as needed.
- Data Entry: Enter data into the department's computerized tracking system, including inspection results, enforcement actions, and case status updates. Ensure the accuracy and completeness of data entry to facilitate reporting and analysis.

- **Filing and Documentation:** Maintain organized filing systems for paper and electronic documents related to code enforcement activities. File documents accurately and retrieve information efficiently as needed.
- **Customer Service:** Provide excellent customer service to residents, businesses, and other stakeholders. Respond to inquiries, complaints, and requests for assistance in a professional, courteous, and timely manner.

JOB REQUIREMENTS

Knowledge:

- Knowledge of basic office procedures and equipment.
- Proficiency in using computers and office software applications, including word processing, spreadsheets, and databases.

Competencies:

- Excellent Communication skills, both verbal and written.
- Ability to communicate effectively with diverse individuals and groups.
- Strong organizational skills and attention to detail.
- Ability to prioritize tasks, manage time efficiently, and meet deadlines.
- Ability to work independently with minimal supervision and as part of a team.

MINIMUM QUALIFICATIONS

Experience:

One (1) year of experience in a customer service or administrative support role.

Education:

High school diploma or equivalent.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Occasionally required to stand; walk; talk or hear; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- Occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.
- Occasionally lift and/or move up to 50 pounds.

- Vision abilities to include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Hand-eye coordination is necessary to operate office equipment.

Working Conditions:

The Code Enforcement Coordinator primarily works in an office environment, interacting with the public, enforcement officers, and other city staff. The position involves sitting, standing, and walking for extended periods and occasional lifting of light objects. The coordinator may encounter occasional stressful or confrontational situations when addressing inquiries or complaints from the public.

ATTACHMENT G

RESOLUTION NO. 24-171

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL CHANGING THE TITLE OF THE RECREATION MANAGER CLASSIFICATION TO COMMUNITY SERVICES MANAGER AND ADOPTING UPDATED CLASS SPECIFICATION AND COMPENSATION

WHEREAS, the City of South El Monte previously approved and adopted class specifications and a salary ranges for the position of Recreation Manager; and

WHEREAS, pursuant to South El Monte Municipal Code section 2.64.040 the City Manager is responsible for preparation and maintenance of a classification plan consisting of job specifications for all classifications in the City's classified service; and

WHEREAS, the City Manager recommends the title of Recreation Manager be changed to Community Services Manager, and that updated classifications and compensation be adopted; and

WHEREAS, the City has or will meet and confer with any affected employee organization regarding the implementation of the class specification, salary range, and any other substantial changes.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. The South El Monte City Council hereby approves the updated compensation range from \$7,106.00 to \$8,637.00 to \$7,782.00 to \$9,459.00 per month.

SECTION 2. The South El Monte City Council hereby approves the title change of the Recreation Manager classification to Community Services Manager and adopts updated class specifications for the position, a copy of which is attached hereto as Exhibit A. The Community Services Manager class specification shall supersede and replace the previous Recreation Manager class specifications effective as of the date of the adoption of this resolution.

SECTION 3. The Interim City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-171 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sabrina Muhne, Interim City Clerk

ATTACHMENT H

EXHIBIT A TO RESOLUTION NO. 24-171

1049

CITY OF SOUTH EL MONTE

COMMUNITY SERVICES MANAGER

Exempt

DEFINITION

Under general direction from the City Manager, performs a variety of complex administrative and professional duties for the City of South El Monte's Recreation Services; regularly supervises operation and technical staff of the Community & Senior Services Department; manages, organizes and oversees the scheduling, budgeting and provisions for special events, recreational facilities, administration of youth and adult programs, contract classes, and aquatics activities; develops and implements Recreation Service department policies, and procedures for effective operation of activities and functions; performs other duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Supervision is provided by the Director of Community & Senior Services Department. Supervision is exercised over operational and technical staff of the Community & Senior Services Department.

ESSENTIAL DUTIES:

Duties may include, but are not limited to the following:

- Manages and organizes comprehensive year-round and seasonal community services, programs, and special-events, including within multi-use community facilities.
- Supervises and manages department staff and oversees and monitors part-time/full-time employees and volunteers schedules and activity assignments.
- Provides recommendations to City Manager or designee as to employee hiring, advancement, discipline and termination.
- Develops, monitors and manages comprehensive scheduling of the recreation facilities and fields.
- Monitors, arranges and coordinates the operation of activities and staff at City community centers, bungalows, recreational facilities, and community rooms; requests and oversees maintenance and repair work of recreational facilities and sites as needed.
- Develops Recreation Services annual department and program budgets; prepares revenue and expenditure projections; monitors and tracks budget expenditures; authorizes and approves purchasing of new recreational services equipment and supplies.
- Develops, implements, manages and evaluates departmental and organizational wide goals.
- Establishes objectives, policies and procedures, ensuring that the required standards are met.
- Maintains a current knowledge of health and safety standards and ensures departmental compliance.

- Builds and maintains respectful, positive working relationships with staff, supervisors, outside agencies and the public using principles of good customer service; provides effective conflict resolution, as needed.
- Prepares and reviews media communications related to recreational services, programs, special events and activities; commissions and approves department publications, brochures, and newsletters.
- Develops and maintains department records, documents and materials; conducts research; prepares and presents a variety of summaries, plans, activity reports and analyses.
- Prepares and presents Recreation Services activities, offerings, schedules and plans to City departments, City Council, commissions, task forces, agencies, and other groups.
- Recruits, trains, assigns, monitors, and evaluates the work of assigned full and part-time staff, contract employees and community volunteers.
- Serves as City's liaison on assigned commissions, task groups, and special events teams as required.
- Receives and records sponsorship donations; prepares, implements and oversees grants for recreational services and activities.
- Performs related duties as assigned.

JOB REQUIREMENTS

Knowledge:

- Knowledge of a wide variety of recreation programs.
- Practices and principles of supervision.
- Principles of budgeting.
- Policies and procedures related to recreation programs and facilities.
- Human Resources policies and procedures.
- Mandated reported processes.
- Design, develop, and market recreation programs.

Competencies:

- Leadership – Creates a positive work environment in which all are motivated to do their best.
- Levering Technology – May find technological alternatives and solutions to gain efficiency and increase process capability.
- Process Improvement – Controlling and improving processes and workflow.
- Fiscal Acumen – Budgeting and allocating monetary resources.
- Strategic View – May project how actions taken now will affect long range conditions and outcomes.
- Managing Change – Maintains a high level of communication and engagement about the reasons, benefits, opportunities, and difficulties of change.
- Empowering Others – May mentor others in career development and share knowledge and expertise willingly.
- Assessing Talent – Understands and recognizes the qualities that differentiate highly

successful performers from average ones.

- Managing Performance – May align subordinate goals with unit and organizational goals.
- Professional Impact – Projects confidence, alertness, and assertiveness.
- Negotiating – May proactively strive for agreements and obtain best-value outcome.
- Presentation Skill – Delivers clear, organized, and persuasive speeches or presentations.
- Innovation – May find new approaches to performing familiar tasks.
- Industry Awareness – Is well-versed in the interrelationships and interdependencies of the funding sources, the supply chain, and the changing needs and expectations of the markets served.
- Legal and Regulatory Navigation – May assess risk and relative liability.
- Professional Integrity and Ethics – May model reasoning and principle in handling ethical dilemmas.

MINIMUM QUALIFICATIONS

Experience:

Four (4) years of responsible experience with recreation programs and two years' experience supervising recreational programs.

Education:

Bachelor's degree from an accredited college or university or Equivalent to a Bachelor's degree from accredited four (4) year college or university in Recreation or Sports programs or a related field.

Licenses and Certificates:

Requires possession of or ability to obtain an appropriate California driver's license and a satisfactory driving record. Must maintain a valid American Red Cross First Aid Certificate or its equivalent within 90 days of employment.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- Occasionally required to stand or sit, walk and use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- Occasionally required to climb or balance.
- Stoop, kneel, crouch, crawl.
- Ability to talk and hear.
- Occasionally lift and/or move up to 10 pounds.
- Vision abilities required to include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Working Conditions:

- Work is performed mostly in office settings.
- Occasionally works in outside weather conditions.
- Occasional exposure to wet and/or humid conditions, or airborne particles.
- Noise level is usually quiet in the office, and moderate at recreational activity sites and sports fields.

ATTACHMENT I

RESOLUTION NO. 24-172

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL CHANGING THE TITLE OF THE SENIOR SERVICES SUPERVISOR CLASSIFICATION TO SENIOR SERVICES AND TRANSPORTATION SUPERVISOR AND ADOPTING UPDATED CLASS SPECIFICATION

WHEREAS, the City of South El Monte previously approved and adopted class specifications and a salary ranges for the position of Senior Services Supervisor; and

WHEREAS, pursuant to South El Monte Municipal Code section 2.64.040 the City Manager is responsible for preparation and maintenance of a classification plan consisting of job specifications for all classifications in the City's classified service; and

WHEREAS, the City Manager recommends the title of Senior Services Supervisor be changed to Senior Services and Transportation Supervisor and that updated classifications be adopted; and

WHEREAS, the City has or will meet and confer with any affected employee organization regarding the implementation of the class specification, salary range, and any other substantial changes.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. The South El Monte City Council hereby approves the title change of the Senior Services Supervisor classification to Senior Services and Transportation Supervisor and adopts updated class specifications for the position, a copy of which is attached hereto as Exhibit A. The Senior Services and Transportation Supervisor class specification shall supersede and replace the previous Senior Services Supervisor class specifications effective as of the date of the adoption of this resolution.

SECTION 2. The Interim City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-172 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sabrina Muhne, Interim City Clerk

ATTACHMENT J

EXHIBIT A TO RESOLUTION NO. 24-172

1049

CITY OF SOUTH EL MONTE

SENIOR SERVICES AND TRANSPORTATION SUPERVISOR

Exempt

DEFINITION

Under general direction of the Community Services Manager, performs a variety of complex administrative and professional duties for Senior Services, Nutrition and Transportation activities and programs for the City of South El Monte; regularly supervises operational and technical Transportation and Senior Services department staff; manages, organizes and oversees the scheduling, budgeting, planning and monitoring of service delivery, special events, maintenance of Senior Center facilities, delivery of meals and transportation of City residents to community centers; develops and implements Transportation and Senior Services department policies, and procedures for effective operation of activities and functions; performs other duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Supervision is provided by the Community Services Manager. Supervision is exercised over operational and technical Senior Services and Transportation department staff.

ESSENTIAL DUTIES:

Duties may include, but are not limited to the following:

- Manages and organizes comprehensive year-round senior services, programs, senior nutrition program, and special-events, including within multi-use community facilities.
- Supervises and manages department staff and oversees and monitors part-time employees and volunteers schedules and activity assignments.
- Provides recommendations to City Manager or designee as to employee hiring, advancement, discipline, and termination.
- Develops, monitors, arranges and coordinates the operation of activities and staff at City community centers, bungalows, senior center facilities, and community rooms; requests and oversees maintenance and repair work of facilities and sites as needed.
- Develops Senior Services and Transportation annual department and program budgets; prepares revenue and expenditure projections; monitors and tracks budget expenditures; authorizes and approves purchasing of new equipment and supplies.
- Prepares and reviews media communications related to senior services, programs, special events and activities; commissions and approves department publications, brochures, and newsletters.
- Develops and maintains department records, documents and materials; conducts research; prepares and presents a variety of summaries, plans, activity reports and analyses.

- Manages relationship with LA County Workforce Development, Aging and Community Services, LA County METRO.
- Assists Director of Finance with audit preparation and responses for the Senior Nutrition program and Transportation Services.
- Develops and manages grant and contract budgets, reports and documentation for the County sponsored senior nutrition program, Metro's Prop A transportation program and the FTA 5310 transportation program.
- Prepares and presents Transportation and Senior Services activities, offerings, schedules and plans to City departments, City Council, commissions, task forces, agencies, and other groups.
- Recruits, trains, assigns, monitors, and evaluates the work of assigned full and part-time staff, contract employees and community volunteers.
- Serves as City's liaison on assigned commissions, task groups, and special events teams as required.
- Receives and records sponsorship donations; prepares, implements and oversees grants for senior services and activities.
- Oversees the maintenance of related transportation records and arranges for repair of vehicles as necessary.
- Establishes relationships with external agencies, community-based agencies to develop programs and services to meet the needs of senior citizen community.
- Performs related duties as assigned.

JOB REQUIREMENTS

Knowledge:

- Knowledge of a wide variety of Transportation and Senior Services programs.
- Practices and principles of supervision.
- Principles of budgeting.
- Policies and procedures related to Senior programs, facilities, and transportation services.
- Human Resources policies and procedures.
- Mandated reported processes.
- Design, develop, and market Senior and Transportation programs.

Competencies:

- Leadership – Creates a positive work environment in which all are motivated to do their best.
- Levering Technology – May find technological alternatives and solutions to gain efficiency and increase process capability.
- Process Improvement – Controlling and improving processes and workflow.
- Fiscal Acumen – Budgeting and allocating monetary resources.
- Strategic View – May project how actions taken now will affect long range conditions and outcomes.
- Managing Change – Maintains a high level of communication and engagement about the reasons, benefits, opportunities, and difficulties of change.

- Empowering Others – May mentor others in career development and share knowledge and expertise willingly.
- Assessing Talent – Understands and recognizes the qualities that differentiate highly successful performers from average ones.
- Managing Performance – May align subordinate goals with unit and organizational goals.
- Professional Impact – Projects confidence, alertness, and assertiveness.
- Negotiating – May proactively strive for agreements and obtain best-value outcome.
- Presentation Skill – Delivers clear, organized, and persuasive speeches or presentations.
- Innovation – May find new approaches to performing familiar tasks.
- Industry Awareness – Is well-versed in the interrelationships and interdependencies of the funding sources, the supply chain, and the changing needs and expectations of the markets served.
- Legal and Regulatory Navigation – May assess risk and relative liability.
- Professional Integrity and Ethics – May model reasoning and principle in handling ethical dilemmas.

MINIMUM QUALIFICATIONS

Experience:

Four (4) years of responsible experience with Senior Services and Transportation programs and two years' experience as a supervisor.

Education:

Bachelor's degree or equivalent to a Bachelor's degree from accredited four (4) year college or university in Gerontology, Business, or a related field.

Licenses and Certificates:

Possession of or ability to obtain an appropriate California driver's license and a satisfactory driving record.

American Red Cross First Aid Certificate or its equivalent within 90 days of employment.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- Occasionally required to stand or sit, walk, and use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- Occasionally required to climb or balance.
- Stoop, kneel, crouch, crawl.
- Ability to talk and hear.
- Occasionally lift and/or move up to 10 pounds.
- Vision abilities to include close vision, distance vision, color vision, peripheral vision, depth

perception, and the ability to adjust focus.

Working Conditions:

- Work is performed mostly in office settings.
- Occasionally works in outside weather conditions.
- Occasional exposure to wet and/or humid conditions, or airborne particles.
- Noise level is usually quiet in the office, and moderate at Senior Center activity sites and sports fields.



City Council Agenda Report

Agenda Item No. 7.f.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: John Poehler, Director of Public Works

SUBJECT: CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS – FY24/25 PAVEMENT REHABILITATION PROJECT – COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”)

SUMMARY: Staff seeks City Council approval to advertise for construction bids for the FY24/25 Pavement Rehabilitation Project – Community Development Block Grant (“CDBG”).

RECOMMENDED ACTION: Staff recommends City Council approve the construction bid package to solicit bids for the FY24/25 Pavement Rehabilitation Project – CDBG.

FISCAL/FINANCIAL IMPACT: There is no immediate fiscal impact associated with this action. Upon final contract award, staff will prepare a report with findings and recommendations for consideration and approval by City Council. The estimated total project cost is \$3,182,690 with \$888,226 through SB1/RMRA funds, \$1,000,000 through Measure M Local Funds, \$1,000,000 Measure R Local Funds and the remaining \$294,464 through the Community Development Block Grant.

DISCUSSION: The proposed work includes asphalt concrete reconstruction/rehabilitation of existing streets, pedestrian accessibility improvements including concrete sidewalk, curb ramps, curb and gutter repairs, and restoration of pavement markings and striping. The streets included on this project include select segments of Rush Street, Klingerman Street, and Floradale Avenue, as recommended on the City’s Pavement Management Program. The construction work is anticipated to start in Fall 2024, and completed before the end of the year.

Staff recommends City Council approve to advertise for construction bids for the FY24/25 Pavement Rehabilitation Project (CDBG).

ATTACHMENT(S):

- A. Notice Inviting Bids
- B. Project Locations for FY 24_25 Pavement Rehabilitation Project

ATTACHMENT A

NOTICE INVITING SEALED BIDS FOR

FY24/25 PAVEMENT REHABILITATION PROJECT (CDBG)

LACDA Project Number: 602500-22
City Project No.: 640

NOTICE IS HEREBY GIVEN that the City of South El Monte, California ("City") invites sealed Bids for the Project. The City will receive such Bids at the City Clerk's office, City Hall, 1415 N. Santa Anita Avenue, South El Monte, California 91733 up to **TBD** on **TBD** at which time they will be publicly opened and read aloud.

SCOPE OF WORK. The Project includes, without limitation, furnishing all necessary labor, materials, equipment and other incidental and appurtenant work necessary to satisfactorily complete the Project, as more specifically described in the Contract Documents. The project involves asphalt concrete reconstruction/rehabilitation of existing streets, pedestrian accessibility improvements including concrete sidewalk, curb ramps, curb and gutter repairs, and restoration of pavement markings and striping. The streets included on this Project include select segments of Rush Street, Klingerman Street, and Floradale Avenue, as recommended on the City's Pavement Management Program. This Work will be performed in strict conformance with the Contract Documents, permits from regulatory agencies with jurisdiction, and applicable regulations. The quantity of Work to be performed and materials to be furnished are approximations only, being given as a basis for the comparison of Bids. Actual quantities of Work to be performed may vary at the discretion of the City Engineer.

OBTAINING BID DOCUMENTS. Copies of the Bidding and Contract Documents, Plans and Specifications can be obtained as follows:

1. Please e-mail your request with your contact information to: okan.demirci@transtech.org. Upon receipt of your e-mail, you will be registered as a plan holder, and a pdf file of the Bidding and Contract Documents, Plans and Specifications will be e-mailed to you at no cost.
2. Hard copies will not be mailed.

TIME OF COMPLETION. The Contractor shall complete all work within 60 working days of the issuance of the Notice to Proceed. See Section IB. Instructions to Bidders, "Construction Schedule, Progress of Work, Liquidated Damages" for project schedule.

ESTIMATED COST OF WORK. Estimated cost is \$2,600,000.

MANDATORY PRE-BID MEETING AND SITE VISIT. A mandatory pre-bid meeting will be held at **TBD** on **TBD**, located at **TBD**. No allowances for cost adjustments will be made if a Bidder fails to adequately examine the Project site before submitting a Bid.

REGISTRATION WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS. In accordance with Labor Code Sections 1725.5 and 1771.1, no contractor or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, unless currently registered and qualified to perform public work pursuant to Section 1725.5 [with limited exceptions for bid purposes only under Labor Code Section 1771.1(a)].

PREVAILING WAGES. In accordance with Labor Code Section 1770 *et seq.*, the Project is a “public work.” The selected Bidder (Contractor) and any Subcontractors shall pay wages in accordance with the determination of the Director of the Department of Industrial Relations (“DIR”) regarding the prevailing rate of per diem wages. Because this project is also funded in part by CDBG Federal Funds, Federal Labor Standards Provisions, including the prevailing wage requirements of the Davis-Bacon and Related Acts will be enforced. In the case of difference between the State and Federal Wage Rates for a classification or requirement, the higher rate and requirement shall apply. Copies of those rates are on file with the Director of Public Works, and are available to any interested party upon request. The Contractor shall post a copy of the DIR’s determination of the prevailing rate of per diem wages at each job site. This Project is subject to compliance monitoring and enforcement by the DIR.

FEDERALLY FUNDED CDBG PROJECT: This is a Federally-assisted construction project. Federal Labor Standards Provisions, including the prevailing wage requirements of the Davis-Bacon and Related Acts will be enforced. Current Wage Decision is provided at the time of the bid advertisement. Bidders shall download updated Wage Decision 10 days prior to Bid Opening, which will be applicable to the contract. Wage Decision can be downloaded from <http://www.wdol.gov>. On the web site, select the following: State: CALIFORNIA, County: LOS ANGELES, Construction Type: BUILDING, HEAVY & HIGHWAY. In the event of a labor dispute, when Federal and State wage rates are in conflict, the higher of the two will prevail.

This is a HUD Section 3 Contract and all Bidders/Proposers must commit to achieving established requirements, including benchmarks, for Section 3 Workers and Section 3 Targeted Workers to be considered a responsive bidder/proposer and eligible for a contract award.

The Contractor(s) must comply with the requirement of Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the Agency’s infrastructure project. Pursuant to HUD’s Notice, “Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance” (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

DISADVANTAGED BUSINESS ENTERPRISE (“DBE”): There is no mandatory DBE Participation requirement. All bidders are required to comply with all applicable competitive bidding and labor compliance laws including, but not limited to, active solicitation of subcontract bids from minority-owned businesses, women-owned businesses, and businesses owned by disabled veterans. The City hereby notifies all qualified bidders that it will affirmatively insure that qualified minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the basis of race, color, national origin, ancestry, sex, religion, or handicap in consideration for an award. Attention is directed to the provisions of Section 1777.5 (Chapter 1411, Statutes of 1968) and 1777.5 of the Labor Code concerning the employment of apprentices by the Contractor’s or any such subcontractors under hire. The bidders and the selected Contractor shall not allow discrimination in employment practices on the basis of race, color, national origin, ancestry, sex, religion, or handicap.

BONDS. Each Bid must be accompanied by a cash deposit, cashier’s check, certified check or Bidder’s Bond issued by a Surety insurer, made payable to the City and in an amount not less than ten percent (10%) of the total Bid submitted. Personal or company checks are not acceptable. Upon Contract award, the Contractor shall provide faithful performance and payment

Bonds, each in a sum equal to the Contract Price. All Bonds must be issued by a California admitted Surety insurer using the forms set forth in the Contract Documents, or in any other form approved by the City Attorney. Failure to enter into the Contract with the City, including the submission of all required Bonds and insurance coverages, within fifteen (15) Days after the date of the mailing of written notice of contract award to the Bidder, shall subject the Bid security to forfeiture to the extent provided by law.

LICENSES. Each Bidder shall possess a valid Class A Contractor's license issued by the California State Contractors License Board at the time of the Bid submission, unless this Project has any federal funding, in which case the successful Bidder must possess such a license at the time of Contract award. The successful Contractor must also possess a current City business license.

RETENTION SUBSTITUTION. Five percent (5%) of any progress payment will be withheld as retention. In accordance with Public Contract Code Section 22300, and at the request and expense of the Contractor, securities equivalent to the amount withheld may be deposited with the City or with a State or federally chartered bank as escrow agent, which shall then pay such moneys to the Contractor. Upon satisfactory completion of the Project, the securities shall be returned to the Contractor. Alternatively, the Contractor may request that the City make payments of earned retentions directly to an escrow agent at the Contractor's expense. No such substitutions shall be accepted until all related documents are approved by the City Attorney.

RETENTION OF RECORDS. Contractor shall retain all records for 5 years.

LIQUIDATED DAMAGES. Liquidated damages is \$250 per calendar day.

BIDDING PROCESS. The City reserves the right to reject any Bid or all Bids, and to waive any irregularities or informalities in any Bid or in the bidding, as deemed to be in its best interest.

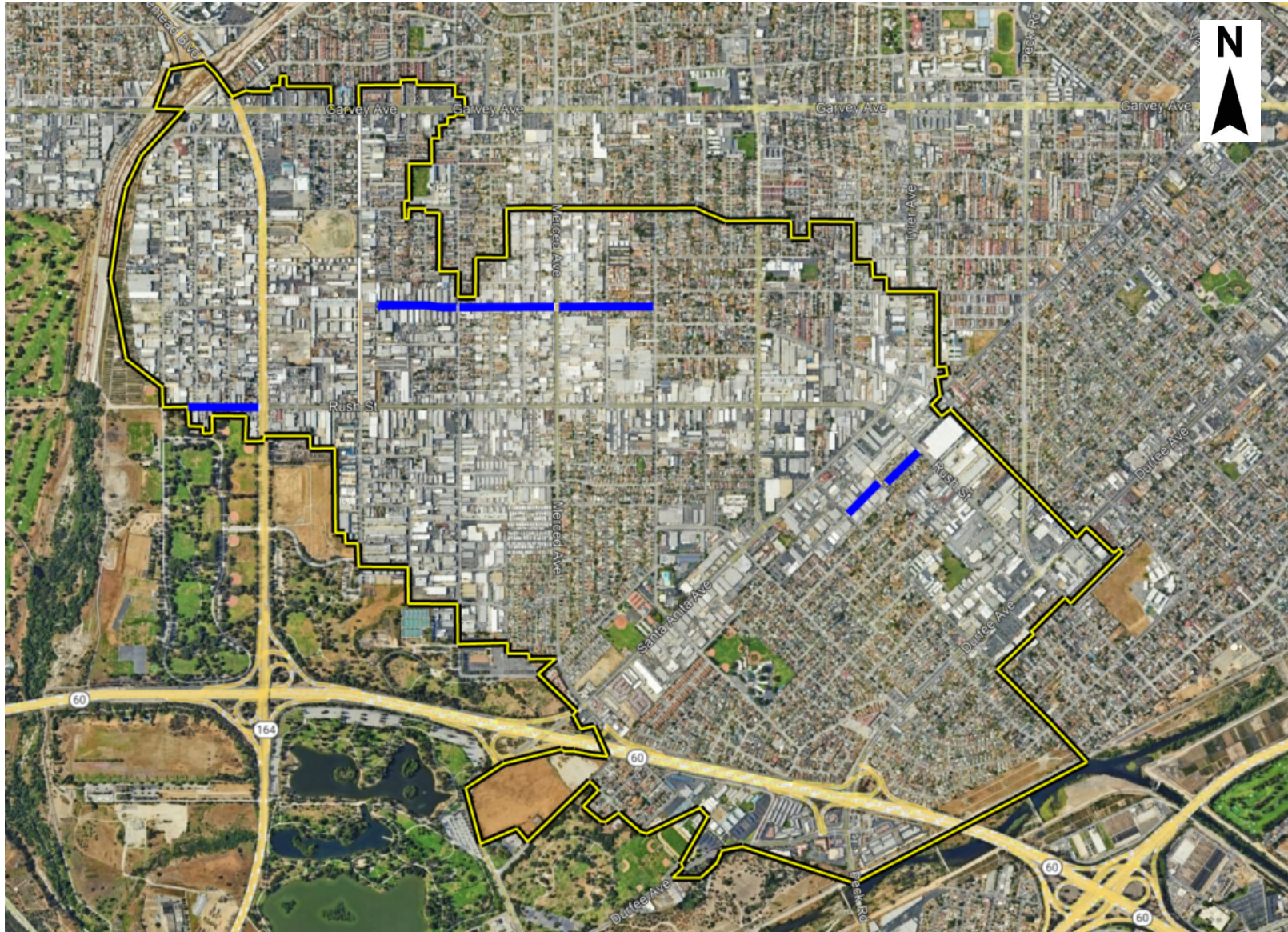
If there are any questions regarding this project, please contact in writing via e-mail:

Okan Demirci, PE

okan.demirci@transtech.org

All inquiries must be submitted in writing.

Attachment B - Project Locations



01257.0006/991659.1

Project Locations Table

Street Name	From	To
Floradale Ave	Rush St	cul-de-sac
Floradale Ave	Thienes Ave	cul-de-sac
Klingerman Ave	Central Ave	cul-de-sac (west)
Rush St	Rosemead Blvd	West city limit



City Council Agenda Report

Agenda Item No. 7.g.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: John Poehler, Director of Public Works

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-196 FOR A CONTRACT CHANGE ORDER TO ELECNOR BELCO, INC. FOR THE TRAFFIC SIGNAL IMPROVEMENTS AT VARIOUS SIGNALIZED INTERSECTIONS PROJECT (HSIPL-5352(020))

SUMMARY: On October 10, 2023, Elecnor Belco, Inc. was awarded a contract for Traffic Signal Improvements at Various Signalized Intersections. During construction, an unforeseen issue at Rush Street and Chico Avenue requires new conduit installation for the pedestrian countdown displays. Staff recommends approving Contract Change Order 01 for \$88,709.17 to Elecnor Belco, Inc., funded by Caltrans Highway Safety Program (HSIP) Cycle 9 funds

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-196, approving a Contract Change Order (CCO 01) to Elecnor Belco, Inc. for the Traffic Signal Improvements at Various Signalized Intersections Project in the amount of \$88,709.17;
2. Authorize the City Manager to increase Elecnor Belco, Inc.'s purchase order for the project from \$381,707.00 to \$470,416.17; and
3. Approve a revised 15% contingency amount of \$70,571.73: reflecting an increase to the original contingency amount of \$57,265.05 by \$13,306.38; for a new project construction budget amount not to exceed \$483,722.55.

FISCAL/FINANCIAL IMPACT: There is no fiscal impact to the General Fund. This construction contract, including the recommended contract change order work, will be funded through HSIP Cycle 9 funds, and there is no local match required. The established budget is as follows:

Awarded Contract Amount	\$381,707.00
Contract Change Order 1 (including 15% contingency)	\$102,015.55

Total Construction Budget	\$483,722.55
----------------------------------	---------------------

DISCUSSION: On October 10, 2023, Elecnor Belco, Inc. (“Contractor”) was awarded a construction contract for the Traffic Signal Improvements at Various Signalized Intersections Project. The project includes safety improvements at the signalized intersections including signal hardware improvements to the traffic signal lenses, backplates with retroreflective borders, mounting, size, and number, as well as installation of pedestrian countdown signal heads. The project improvements involve a total of eleven signalized intersections throughout the City.

The field construction work commenced in April 2024, and the contractor substantially completed all of the contract work, pending completion of the additional work in accordance with the proposed contract change order.

During the field construction, the Contractor ran into an unforeseen condition not shown on the plans at one of the improvement intersections of Rush Street and Chico Avenue. The proposed pedestrian countdown displays requires installation of new conduit at this intersection due to existing conduit being old and in deteriorated condition. Staff reviewed the field conditions and negotiated a construction contract change order with the contractor to address the unforeseen conditions. As part of the proposed contract change order, the Contractor will install 300 linear feet of 3” conduit, pull boxes, and related appurtenances at the Rush Street and Chico Avenue intersection. This additional work is necessary in order to complete the installation of the new pedestrian countdown display units at this intersection.

The construction is fully funded by Caltrans Highway Safety Improvements Program (HSIP) Cycle 9 funds, with no local match required. After encountering unforeseen conditions and negotiating the change order cost, staff confirmed with Caltrans the availability of additional funds.

Staff recommends approval of Contract Change Order 01 in the amount of \$88,709.17 to Elecnor Belco, Inc, and an approval of additional contingency (15%) in the amount of \$13,306.38, for a total net increase of construction budget by \$102,015.55.

Staff report was prepared collaboratively by Andrés González, Senior Public Works Analyst, and the Engineering Team at TransTech.

ATTACHMENT(S):

- A. Resolution No. 24-196 re change order re traffic signal pro(992220.2)
- B. City Contract Change Order 01 SEM HSIP CYC 9

ATTACHMENT A

RESOLUTION NO. 24-196

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL
APPROVING CONTRACT CHANGE ORDER TO ELECNOR
BELCO, INC. FOR THE TRAFFIC SIGNAL IMPROVEMENTS
AT VARIOUS SIGNALIZED INTERSECTIONS PROJECT
(HSIPL-5352(020))

WHEREAS, the City solicited bids for the Traffic Signal Improvements at Various Signalized Intersections in South El Monte Project, on August 28, 2023, and the City received three (3) bids for the Project on September 20, 2023; and

WHEREAS, the City of South El Monte awarded a construction contract to Elecnor Belco Electric, Inc on October 10, 2023, for the Traffic Signal Improvements at Various Signalized Intersections Project; and

WHEREAS, the Contractor ran into an unforeseen condition not shown on the plans at one the intersection of Rush Street and Chico Avenue. The proposed pedestrian countdown displays requires installation of new conduit at this intersection due to existing conduit being old and in deteriorated condition; and

WHEREAS, this change order is necessary to cover the cost of additional repairs and increase to the contingency amount for a total increase of \$88,709.17. The funding will be covered by Caltrans Highway Safety Program (HSIP) Cycle 9 funds.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The above recitals are true and correct and incorporated by reference.

SECTION 2. The City Council of South El Monte (“City”) hereby approves the proposed change order increasing the construction budget to amount not to exceed \$483,722.55.

SECTION 3. The City Council hereby authorizes and directs the City Manager to execute the proposed change with Elecnor Belco Electric, Inc. for the project consistent with the scope of the City Council’s approval of this matter as set forth in the staff report including all contingency amounts and necessary approvals by the City for the work herein. The Council further directs the City Manager to take all actions necessary to effectuate the agreement as set forth herein.

SECTION 5: The City Clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED and ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 24-196 was passed and approved by the City Council of the City of South El Monte at a Regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Sabrina Muhne, Interim City Clerk

ATTACHMENT B

CITY CONTRACT CHANGE ORDER AUTHORIZATION

City of **South El Monte**

PROJECT:	Traffic Signal Improvements at Various Signalized Intersections in South El Monte, HSIPL-5352(020)	CONTRACT NO.:	295
		REF CCO REQUEST NO.:	1
CONTRACTOR:	Elecnor Belco Electric, Inc.	APPROVED CCO NO.:	1

AUTHORIZATION TO PROCEED WITH THE FOLLOWING CHANGE ORDER:

Description	Total
Furnish and install 300ft of 3" SCH 80 PV by directional bore method for the intersection of Rush St. & Chico Ave. Furnish and install (3) #5 pull boxes and (1) #6 pull box. Furnish and install 1,000' of 12 Conductor & 400' of #8 bond wire. Costs are inclusive of material, labor and mark-up.	\$88,709.17

Original Approved Contract Amount:	\$381,707.00
Previously Authorized Contract Change Orders:	\$0.00
Subtotal:	\$381,707.00
Authorized Amount For This Contract Change Order:	\$88,709.17
Total Authorized Contract Amount To Date (Sum of The Above):	\$470,416.17
Total Contract Days (Working) Per Contract:	160.00
Additional/Deductive Days (Working) Per Previously Authorized Contract Change Orders:	0.00
Additional/Deductive Days (Working) For This Contract Change Order:	0.00
Total Authorized Contract Days (Working) To Date:	160.00
Original Completion Date:	08/27/24
Revised Completion Date Including This Contract Change Order:	08/27/24

APPROVAL BY CITY

Recommended by:		Approved by:	
Name:		Name:	
Signature:		Signature:	
Title:		Title:	
Date:		Date:	

ACCEPTANCE BY CONTRACTOR

I agree to perform the work described in this change order, and that the total cost approved for the change order includes any and all costs associated with this change order, and that I shall not make any other claims (including but not limited to, additional change order costs, delay costs, loss of profit, loss of productivity, overhead, insurance, bonding, administrative, etc.) against the City for this change order.	Name:	
	Signature:	
	Title:	
	Date:	

INFO TO BE ENTERED BY CITY	COMMON PROJECT INFO	
INFO TO BE ENTERED BY CONTRACTOR	INFO TO BE ENTERED BY RE/CMCI/PM	CONTRACT UPDATE INFO

May 14, 2024

City of South El Monte

City Hall West - 2nd Floor 11333 Valley Boulevard
South El Monte, CA 91731

Serial No. 14-0894-009

Attention: Okan Demirci

Reference: TS Improvements So. El Monte
City of South El Monte. Belco Job No. 14-0894

Subject: Request for Change Order to replace Traffic Signal Conduit & Conductors
Belco Project No. 14-0894 Belco PCO No. 2.00

Dear Mr. Demirci,

Please consider this Elecnor Belco Electric's price proposal to relocate pull boxes and furnish & install 300ft of 3" SCH 80 PVC by directional bore method for the intersection of Rush St & Chico Ave. See detailed breakout below.

- Pothole Utilities & Restore (approximately 13 utilities)
- Furnish & Install 3" PVC (total of 300') via directional drill
- Furnish & Install (3) #5 Pull Boxes & (1) #6 Pull Box
- Furnish & Install (1000') 12 Conductor & (400') #8 Bond Wire
- Remove & Replace 4 Yards of Concrete (Short Load Order)
- Remove & Relocate Traffic Signal Pull Boxes (2) in the NE & SE corners

Exclusions

- **Any modifications to PCC Handicap Ramps to meet ADA.**
- **Additional Permits and Fees**
- **All fees associated with design or engineering of drawings, SWPPP plans, bmp's and traffic control plans.**
- **Removal of underground / USA utility markings.**
- **Repair and replacement of PCC, AC, handicap ramps and landscaping.**
- **Excavation and removal of contaminated soil.**



Our total price to proceed with these changes is on a lump sum basis is \$88,709.17.

If this change is acceptable, please provide a change order or written direction to proceed. Should you have any questions or concerns, please do not hesitate to contact me at (909) 993-5470 ext. 265 or via email acooksey@elecnor.com.

Sincerely,
Elecnor Belco Electric, Inc.

A handwritten signature in black ink, appearing to read "A. Cooksey".

Aaron Cooksey
Transportation Area Manager



We think about a better world
www.elecnorbelco.com

14320 Albers Way
Chino, CA 91710
(909) 993-5470 Office
(909) 993-5476 Fax
CA License 738518

FIELD MATERIAL AND LABOR PRICE SUMMARY (See Price Sheets for Details)					BELCO PCO NO: 14-0894 - PCO 2.00		
DESCRIPTION		MATERIAL \$	LBR HRS.		DATE: 5/14/2024		
MATERIALS PAGE 2		\$5,018.11	468.00		DESCRIPTION OF WORK OR CHANGE Provision of labor, materials, and equipment for the replacement of conduit & wiring and relocate pull boxes at the intersection of Rush St & Chico Ave.		
MATERIALS PAGE 3		\$0.00	0.00				
MATERIALS PAGE 4		\$0.00	0.00				
MATERIALS PAGE 5		\$0.00	0.00				
MATERIALS PAGE 6		\$0.00	0.00				
MATERIALS PAGE 7		\$0.00	0.00				
SUBTOTAL		\$5,018.11	468.00		COST MARKUP TOTAL 5%		
SALES TAX @ 10.25%		\$489.27					
FREIGHT @ 4%		\$200.72					
MISCELLANEOUS HARDWARE @ 0%		\$0.00					
TOTAL MATERIAL COSTS:					\$5,708.10	\$285.41	\$5,993.51
FIELD LABOR BREAKDOWN		HOURS	RATE	EXT \$	COST MARKUP TOTAL 10%		
GENERAL FOREMAN - REGULAR RATE		0	\$142.38	\$0.00			
GENERAL FOREMAN - OT RATE		0	\$197.92	\$0.00			
FOREMAN - REGULAR RATE		72	\$131.22	\$9,447.84			
FOREMAN - OT RATE		0	\$181.16	\$0.00			
JOURNEYMAN WIREMAN - REG. RATE		164	\$120.03	\$19,684.92			
JOURNEYMAN WIREMAN - OT RATE		0	\$164.39	\$0.00			
ELEC. APPRENTICE - REGULAR RATE		200	\$106.73	\$21,346.00			
ELEC. APPRENTICE - OT RATE		0	\$144.43	\$0.00			
LABORER - REGULAR RATE		20	\$88.76	\$1,775.20			
LABORER - OT RATE		0	\$119.74	\$0.00			
OPERATOR - REGULAR RATE		12	\$113.91	\$1,366.92			
OPERATOR - OT RATE		0	\$152.55	\$0.00			
TOTAL LABOR COSTS:					\$53,620.88	\$5,362.09	\$58,982.97
ENGINEERING COSTS		HOURS	RATE	EXT \$	COST MARKUP TOTAL 10%		
PROJECT MANAGER		0	\$90.00	\$0.00			
DESIGN ENGINEER (COORDINATION)		0	\$75.00	\$0.00			
PROJECT ENGINEER		0	\$60.00	\$0.00			
CAD ENGINEER		0	\$50.00	\$0.00			
PROJECT ASSISTANT		0	\$40.00	\$0.00			
TOTAL INDIRECT COSTS:					\$0.00	\$0.00	\$0.00
CODE	EQUIP. (CALTRANS RATES)	HOURS	RATE	EXT \$	COST MARKUP TOTAL 5%		
06-12	PICKUP TRUCK/HR.	64	\$42.39	\$2,712.96			
20-28	UTILITY WORK TRUCK/HR.	112	\$106.40	\$11,916.80			
025-045	AIR COMPRESSOR ONLY/HR.	0	\$48.69	\$0.00			
10-12	BATCH TRUCK W/MIXER/HR.	0	\$197.93	\$0.00			
4995	CRANE TRUCK/HR.	0	\$110.64	\$0.00			
12-20	BUCKET TRUCK/HR.	0	\$101.71	\$0.00			
3AXL	DUMP TRUCK (3 AXLES)/HR.	48	\$93.59	\$4,492.32			
20-28	DELIVERY TRUCK (20K-28K)/HR.	0	\$57.71	\$0.00			
12-20	WATER TRUCK (12K-20K)/HR.	0	\$49.35	\$0.00			
	DUMP TRAILER/HR.	0	\$63.65	\$0.00			
TM	ARROWBOARD/HR.	0	\$4.46	\$0.00			
2508G	BACKHOE (JD 410G)/HR.	0	\$77.93	\$0.00			
200	BACKHOE TRAILER/HR.	16	\$22.21	\$355.36			
JT25	BORE RIG	16	\$85.75	\$1,372.00			
FX65-12	VACUUM	16	\$57.29	\$916.64			
TOTAL TOOLS/EQUIP. COSTS:					\$21,766.08	\$1,088.30	\$22,854.38
SUBCONTRACTS		QTY	U/M	EXT \$	COST MARKUP TOTAL 5%		
				\$0.00			
				\$0.00			
				\$0.00			
TOTAL SUBCONTRACT COSTS:					\$0.00	\$0.00	\$0.00
SUBTOTAL COSTS:					<u>COST</u>	<u>MARKUP</u>	<u>TOTAL</u>
					\$81,095.06	\$6,735.80	\$87,830.86
		SUBTOTAL	PERCENT	EXT \$			
DESIGN SERVICES		\$0.00	7.75%	\$0.00			
BONDING		\$87,830.86	1.00%	\$878.31			
GRAND TOTAL OF THIS CHANGE ORDER:					\$88,709.17		

BELCO MATERIALS AND OPERATIONS BREAKDOWN

PCO NO: 1

DIRECTIVE NO: _____

5/14/2024

MATERIAL OR OPERATION	QTY	PRICE	PER	EXT. PRICE	LABOR UNIT	PER	EXT. LABOR
Concrete	4	196.00	YD	784.00			0.00
Asphalt	10	96.00	TN	960.00			0.00
3" PVC Conduit	300	3.97	FT	1,190.55			0.00
#5 Pull Box with Lid	3	105.80	EA	317.40			0.00
#6 Pull Box with Lid	1	143.55	EA	143.55			0.00
12 Conductor	1,000	1.39	FT	1,390.00			0.00
#8 Conductor	400	0.44	FT	175.20			0.00
2" PVC Conduit	25	2.30	FT	57.41			0.00
				0.00			0.00
Pothole Utilities				0.00			0.00
3 Man Crew	3		DAY	0.00	24.00	Hr	72.00
Install Conduit				0.00			0.00
2 Man Bore Crew	1.5		DAY	0.00	16.00	Hr	24.00
3 man Crew	1.5		DAY	0.00	24.00	Hr	36.00
Conduit Ternianations & Set Pull Boxes				0.00			0.00
5 Man Crew	2		DAY	0.00	40.00	Hr	80.00
Concrete Resotation				0.00			0.00
6 Man Crew	1		DAY	0.00	48.00	Hr	48.00
AC Restoration				0.00			0.00
5 Man Crew	2		DAY	0.00	40.00	Hr	80.00
Pull Conductors and Terminate (Switch Over)				0.00			0.00
3 Man Crew	2		DAY	0.00	24.00	Hr	48.00
Relocate Conduit & Pull Boxes				0.00			0.00
5 Man Crew	2		DAY	0.00	40.00		80.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
				0.00			0.00
TOTALS				5,018.11			468.00





ROBERTSON'S

10 C

ROCK • SAND • BASE MATERIALS
READY MIX CONCRETE
(951) 685-2200 • (800) 834-7557
FED. I.D. #33-0491865

INVOICE

CUSTOMER JOB NUMBER / P.O.
140796 39111

DELIVERY DATE
11/27/23

PLANT DEL. FROM

DATE
11/27/23

NUMBER
372524

JOB ADDRESS
W 112 ST & VERMONT AVE
LOS ANGELES

ZONE

CUST. NO.
69441

JCN NO.
140796

ELEC NOR BELCO ELECTRIC IN
14320 ALBERS WY

REMIT TO: P.O. BOX 3600
CORONA, CA 92878

CHINO

CA 91710

TERMS:
DUE 10TH OF MONTH FOLLOWING
DATE OF INVOICE

DELIVERY TICKET NO.	ARRIVE JOB	FINISH POUR	MIN	QUANTITY	UNIT	DESCRIPTION	TAX	UNIT PRICE	AMOUNT
8143942	13:45	14:20	35	4.00	CY	LA560B31 560C3250 LA CI	Y	168.50	674.00
8143942				4.00	PY	3100 SHORT LOAD	Y		110.00
							ENERGY SURCHG		35.00
							ENV FEE		35.00
							SUBTOTAL		854.00
							SALES TAX		81.13
									38.00
							STANDBY TIME		
				TOTAL MIN	ALLOWED MIN	STANDBY MIN			
				35	16	19			
TOTAL QUANTITY		TERMS: INVOICES ARE DUE 10TH OF MONTH FOLLOWING DATE OF INVOICE. PAST DUE ACCOUNTS SUBJECT TO A MONTHLY SERVICE CHARGE OF 1.5%. BUYER TO PAY REASONABLE COSTS OF COLLECTION INCLUDING ATTORNEY FEES.						INVOICE TOTAL	
4.00								973.13	



SHIP TO:
RIALTO & SIERRA WAY
SAN BERNARDINO
FOB SAN BERNARDINO*
FOB SAN BERNARDINO
SAN BERNARDINO, CA 92407

SOLD TO:
ELECNR BELCO ELECTRIC INC
14320 ALBERS WAY
CHINO, CA 91710

To ensure proper credit, please include remittance or list invoice numbers on your check remittance and send to:

Calmat Co dba Vulcan Materials Co
Lockbox 55572
Los Angeles, CA 90074-5572, US
Phone: 1-800-777-8752 or
help@vmcmail.com

CUSTOMER NO: 101746-241047
INVOICE NO: 73950133
INVOICE DATE: 03/25/2024
INVOICE AMT: 635.19
ORDER: 606373
DUE DATE: 04/15/2024

INVOICE

Invoices not paid according to our credit terms will be assessed a Finance Charge. Customer shall pay all cost of collection including but not limited to a reasonable attorney's fee for services rendered by suit or otherwise in collecting past due invoices.		TAXES:	PERCENT:	AMOUNT:	SALES TAX:	TOTAL PRODUCT:	Pay this AMOUNT:
		CALIFORNIA	6.00%	35.05	51.11	574.08	
		SAN BERNARDINO	1.25%	7.30		TOTAL FREIGHT: 0.00	
		TRANSACTIONS AND USE TAX	1.00%	5.84	FEES:	TOTAL OTHER: 10.00	
TOTAL QUANTITY: 5.98		TOTAL LOADS: 1.00	TRANSPORTATION AUTHORITY	0.50%	2.92		\$635.19

SALES REP		PO NUMBER		REF		CONTRACT NO.		TAX EXEMPT ID.		TERMS	
15021 Deborah Beeton		40555								NET15THPROX - Payable in full by the 15th of each month following month of shipment	
INVOICE #	INVOICE DATE	CUSTOMER NUMBER	LOCATION	LOCATION	ORDER	BILL OF LADING		FOB			
73950133	03/25/2024	101746-241047	4947-221	SAN BERNARDINO HMA	606373			PICKUP			

TICKET DETAIL						PRODUCT			FREIGHT			ADDED CHARGES			AMOUNT
SHIP DATE	TICKET	VEHICLE	CLASS	PROD CODE	DESCRIPTION	UOM	QTY	PRICE	UOM	QTY	PRICE	UOM	QTY	PRICE	
03/21/2024	16141197	98G1	STANDARD STANDARD	200801 ENVFEE	203 B PG64-10 Environmental Fee - Agg & Asphalt	T	5.98	96.00				L	1.00	10.00	574.08 10.00

SAVE TIME AND SAVE A TREE WITH EMAIL INVOICE DELIVERY!

Receive your invoice faster and help save the environment by enrolling in our email invoicing service. With email, Invoices are sent in one easy to open file directly to your Inbox. To sign up, contact us at help@vmcmail.com or call us at 1-800-777-8752.

VULCAN MATERIALS COMPANY AND SUBSIDIARIES, CALMAT CO DBA VULCAN MATERIALS CO



Karish Industries

8485 Artesia Blvd
Suite B
Buena Park, CA 90621
714-516-1852
accounting@karishelectro.com

Quote

5959

Date

4/2/2024

RFQ

Salesperson

BILL TO:

Elecnor Belco
14320 Albers Way
Chino, CA 91710

SHIP TO:

Elecnor Belco
Winchester Road & Thompson Road
French Valley, CA

Billing Contact:

Billing Email: belcoap@elecnor.com

Billing Phone:

909-993-5470

Billing Fax:

CODE	DESCRIPTION	QUANTITY	UoM	QTY (UoM)	PRICE	AMOUNT
caltrans 14/12C-25	14 AWG, 12 Conductor Caltrans Cable - 2500' Reels	1.0000	2500 Feet	2,500.0000	1.3900	3,475.00
16/3 ADC	16/3C - ADC Brand Power Cable	1.0000	100 Feet	100.0000	0.3520	35.20
Caltrans 14/3C	14 AWG, 3 Conductor - Caltrans Cable -	1.0000	400 Feet	400.0000	0.3740	149.60
Caltrans 14/5C	Caltrans 14 AWG, 5 Conductor Caltrans Cable -	1.0000	400 Feet	400.0000	0.6050	242.00
8 STR THW BLUE	8 STR THW BLUE	1.0000	3500 Feet	3,500.0000	0.4380	1,533.00
14-25 Sol Thw Black	14 solid Thw Black 2500 Reels	1.0000	2500 Feet	2,500.0000	0.1210	302.50
12 Sol THW Black	12 Sol THW Black -	1.0000	1500 Feet	1,500.0000	0.1310	196.50
10-25 Sol Thw Black	10 Sol Thw Black 2500' Reels	1.0000	2500 Feet	2,500.0000	0.2450	612.50
10 Str THW Black	10 Stranded THW Black	1.0000	500 Feet	500.0000	0.2720	136.00
10 Str THW Red	10 Stranded THW Red	1.0000	100 Feet	100.0000	0.2720	27.20
8 Str THW Black	8 Str THW Black -	1.0000	1000 Feet	1,000.0000	0.4380	438.00
8 Str THW White	8 Str THW White -	1.0000	1000 Feet	1,000.0000	0.4380	438.00
8 Str THW Red	8 Str THW Red -	1.0000	500 Feet	500.0000	0.4380	219.00
8 Str THW Green	8 Str THW Green -	1.0000	750 Feet	750.0000	0.4380	328.50
6-25 Str THW Black	6 Str THW Black - 2500' Reels	1.0000	2500 Feet	2,500.0000	0.6750	1,687.50
6 Str THW White	6 Str THW White -	1.0000	1250 Feet	1,250.0000	0.6750	843.75
6 Str THW Red	6 Str THW Red -	1.0000	1250 Feet	1,250.0000	0.6750	843.75
6 Str THW Green	6 Str THW Green -	1.0000	1000 Feet	1,000.0000	0.6750	675.00
4 Str THW Black	4 Str THW Black	1.0000	250 Feet	250.0000	1.0700	267.50
4 Str THW Red	4 Str THW Red	1.0000	250 Feet	250.0000	1.0700	267.50
4 Str THW Green	4 Str THW Green -	1.0000	250 Feet	250.0000	1.0700	267.50
12 solid thhn White	12 Solid THHN White -	1.0000	1500 Feet	1,500.0000	0.2050	307.50
12 solid THHN Red	12 Solid THHN Red	1.0000	1500 Feet	1,500.0000	0.2050	307.50
10 Solid THHN Black	10 Solid THHN Black -	1.0000	2500 Feet	2,500.0000	0.2590	647.50
10 Solid THHN White	10 solid THHN White -	1.0000	2500 Feet	2,500.0000	0.2590	647.50
10 Solid THHN Red	10 Solid THHN Red -	1.0000	500 Feet	500.0000	0.2590	129.50
10 solid thhn blue	10 Solid THHN Blue -	1.0000	500 Feet	500.0000	0.2590	129.50

Saftco Supply, Inc
1300 E Normandy Place
Santa Ana, CA 92705
Phone: 714-547-9975



SALES QUOTATION

ORDER:	2207304
DATE:	04/03/2024
EXPIRES:	05/03/2024
ACCOUNT:	000572
CONTACT:	ALVARO SALDANA
PHONE:	909-993-5470
PAGE:	1 of 5

SOLD TO	SHIP TO
---------	---------

Elecnor Belco Electric, Inc.
14320 Albers Way
Chino , CA 91710

Elecnor Belco Electric, Inc.
14320 Albers Way
Chino , CA 91710
CONTACT: OSCAR (951-532-4806)
(MMOORE@ELECENOR.COM)

CUSTOMER PO			TERMS		ENTERED BY	
Material Request April 24' SAFTCO			2% 10 Days Net 30		Christian Crosthwaite	
L	ITEMS	DESCRIPTION	QTY	NET PRICE	EXT PRICE	
1	PVC40101	1 SCH40 X 20'	12,000 C	\$82.80 C	\$9,936.00 T	
2	PVC401251	1-1/4 SCH40 X 20'	1,200 C	\$115.00 C	\$1,380.00 T	
3	PVC40151	1-1/2 SCH40 X 20'	6,000 C	\$132.50 C	\$7,950.00 T	
4	PVC40201	2 SCH40 X 20'	4,000 C	\$147.55 C	\$5,902.00 T	
5	PVC40251	2-1/2 SCH40 X 20'	700 C	\$290.00 C	\$2,030.00 T	
6	PVC40301	3 SCH40 X 20'	5,200 C	\$282.45 C	\$14,687.40 T	
7	PVC40351	3-1/2 SCH40 X 20'	600 C	\$373.10 C	\$2,238.60 T	
8	PVC40401	4 SCH40 X 20'	8,200 C	\$370.00 C	\$30,340.00 T	
9	PVC80101	1 SCH80 X 20'	300 C	\$104.95 C	\$314.85 T	
10	PVC801251	1-1/4 SCH80 X 20'	500 C	\$157.10 C	\$785.50 T	
11	PVC80201	2 SCH80 X 20'	3,600 C	\$229.65 C	\$8,267.40 T	
12	PVC80301	3 SCH80 X 20'	2,100 C	\$396.85 C	\$8,333.85 T	
13	PVC80401	4 SCH80 X 20'	1,100 C	\$670.25 C	\$7,372.75 T	
14	PVC4010090EL	1 X 90 EL SCH40	35 EA	\$2.30	\$80.50 T	
15	PVC4012590EL	1-1/4 X 90 EL SCH40	60 EA	\$3.30	\$198.00 T	
16	PVC4015090EL	1-1/2 X 90 EL SCH40	50 EA	\$4.25	\$212.50 T	
17	PVC4020090EL	2 X 90 EL SCH40	100 EA	\$5.80	\$580.00 T	
18	PVC4030090EL	3 X 90 EL SCH40	65 EA	\$19.30	\$1,254.50 T	
19	PVC4035090EL	3-1/2 X 90 EL SCH40	10 EA	\$28.60	\$286.00 T	
20	PVC4040090EL	4 X 90 EL SCH40	50 EA	\$30.35	\$1,517.50 T	
21	PVC8010090EL	1 X 90 EL SCH80	10 EA	\$5.35	\$53.50 T	
22	PVC8015090EL	1-1/2 X 90 EL SCH80	125 EA	\$10.50	\$1,312.50 T	
23	PVC8020090EL	2 X 90 EL SCH80	35 EA	\$12.50	\$437.50 T	
24	PVC8030090EL	3 X 90 EL SCH80	75 EA	\$28.85	\$2,163.75 T	
25	PVC8040090EL	4 X 90 EL SCH80	30 EA	\$44.85	\$1,345.50 T	
26	PVC100EB	1 END BELL	100 EA	\$1.45	\$145.00 T	
27	PVC125EB	1-1/4 END BELL	15 EA	\$1.50	\$22.50 T	

Saftco Supply, Inc
1300 E Normandy Place
Santa Ana, CA 92705
Phone: 714-547-9975



SALES QUOTATION

ORDER:	2207304
DATE:	04/03/2024
EXPIRES:	05/03/2024
ACCOUNT:	000572
CONTACT:	ALVARO SALDANA
PHONE:	909-993-5470
PAGE:	3 of 5

L	ITEMS	DESCRIPTION	QTY	NET PRICE	EXT PRICE
62	GL400CP	4 GRC COUPLING	50 EA	\$32.35	\$1,617.50 T
63	GL100CPSP	1 GRC SPLIT COUPLING	5 EA	\$7.25	\$36.25 T
64	GL125CPSP	1-1/4 GRC SPLIT COUPLING	12 EA	\$12.35	\$148.20 T
65	GL150CPSP	1-1/2 GRC SPLIT COUPLING	30 EA	\$15.65	\$469.50 T
66	GL200CPSP	2 GRC SPLIT COUPLING	25 EA	\$19.70	\$492.50 T
67	GL250CPSP	2-1/2 GRC SPLIT COUPLING # SSP-250	30 EA	\$43.65	\$1,309.50 T
68	GL300CPSP	3 GRC SPLIT COUPLING	30 EA	\$65.90	\$1,977.00 T
69	GL350CPSP	3-1/2 GRC SPLIT COUPLING	10 EA	\$87.00	\$870.00 T
70	GL400CPSP	4 GRC SPLIT COUPLING	25 EA	\$125.85	\$3,146.25 T
71	GL100UNIONCP	1 UNION 3 PC. COUPLING	10 EA	\$6.45	\$64.50 T
72	GL125UNIONCP	1-1/4 UNION 3 PC. COUPLING	10 EA	\$9.80	\$98.00 T
73	GL200UNIONCP	2 UNION 3 PC. COUPLING	25 EA	\$23.50	\$587.50 T
74	GL250UNIONCP	2-1/2 UNION 3 PC. COUPLING	5 EA	\$52.90	\$264.50 T
75	GL300UNIONCP	3 UNION 3 PC. COUPLING	25 EA	\$75.25	\$1,881.25 T
76	GL350UNIONCP	3-1/2 UNION 3 PC. COUPLING 4-350	10 EA	\$91.35	\$913.50 T
77	GL400UNIONCP	4 UNION 3 PC. COUPLING	20 EA	\$108.35	\$2,167.00 T
78	GL100GB	1 INS. GROUND BUSHING # 452 ARLINGTON	40 EA	\$2.90	\$116.00 T
79	GL125GB	1-1/4 INS. GROUND BUSHING # 453 ARLINGTON	40 EA	\$4.25	\$170.00 T
80	GL150GB	1-1/2 INS. GROUND BUSHING # 454 ARLINGTON	50 EA	\$4.75	\$237.50 T
81	GL200GB	2 INS. GROUND BUSHING # 455 ARLINGTON	75 EA	\$6.40	\$480.00 T
82	GL250GB	2-1/2 INS. GROUND BUSHING # 456 ARLINGTON	10 EA	\$8.55	\$85.50 T
83	GL300GB	3 INS. GROUND BUSHING # 457 ARLINGTON	100 EA	\$13.45	\$1,345.00 T
84	GL400GB	4 INS. GROUND BUSHING # 459 ARLINGTON	30 EA	\$17.25	\$517.50 T
85	CHRN9BOX	10-1/4 X 17-1/4 X 12 CONCRETE CHRISTY N09 BOX #3-1/2	25 EA	\$39.55	\$988.75 T
86	CHRB9X12	10-1/4 X 17-1/4 CONCRETE EXT. CHRISTY B09X12 CONCRETE EXTENSION	25 EA	\$30.00	\$750.00 T
87	CHRN9RSL	10-5/8 X 17-1/4 CONCRETE LID CHRISTY N9R COMBO LID HOLD DOWN KITS SOLD SEPARATE STREET LIGHTING	25 EA	\$33.60	\$840.00 T
88	CHRN30BOX	13-1/4 X 24 X 12 CONCRETE CHRISTY N30 BOX #5	30 EA	\$54.70	\$1,641.00 T
89	CHRN30X12	13 X 24 X 12 CONCRETE EXTENSIO CHRISTY N30X12	30 EA	\$51.10	\$1,533.00 T
90	CHRN30RSL	13-1/4 x 24 CONCRETE LID CHRISTY N30R COMBO LID HOLD DOWN KITS SOLD SEPARATE STREET LIGHTING	30 EA	\$51.10	\$1,533.00 T
91	CHRN36BOX	17-1/4 X 30 X 12 CONCRETE CHRISTY N36 BOX #6	50 EA	\$73.40	\$3,670.00 T
92	CHRN36X12	17-1/4 X 30 CONCRETE EXTENSION CHRISTY N36X12	50 EA	\$70.45	\$3,522.50 T
93	CHRN36RSL	17-1/4 X 30 CONCRETE LID CHRISTY N36R COMBO LID HOLD DOWN KITS SOLD SEPARATE STREET LIGHTING	50 EA	\$70.15	\$3,507.50 T



City Council Agenda Report

Agenda Item No. 8.a.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Masami Higa, Director of Finance

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-194, APPROVING SPECIAL ASSESSMENT FOR UNPAID TRASH COLLECTION FEES AS OF MARCH 31, 2024, DELINQUENT AND OUTSTANDING AT JUNE 1, 2024.

SUMMARY: Pursuant to Article 4, Section 13.12.290, of the South El Monte, California Municipal Code, and California Health & Safety Code Sections 5470 et seq., the City Council of the City of South El Monte ("City") will hold a Public Hearing to consider Special Assessment against property owners for unpaid delinquent trash collection fees. The City is proposing to place these delinquent accounts on the Los Angeles County tax roll for collection with the City's General Property Taxes, and has prepared and filed a written report (the "Report" as Exhibit A to the Resolution) describing each delinquent parcel of real property.

RECOMMENDED ACTION: Staff recommends City Council:

1. Open the public hearing;
2. Take public testimony and protests to the amount of the fees and the Report; and
3. Close the public hearing; and
4. Count/tabulate protests, announce results and consider all objections or protests, if any, to the Report; and
5. Assuming there is no majority protest by the owners of a majority of the separate parcels subject to the delinquent charges, then adopt, by a two-thirds vote of the Council membership, Resolution 24-194 (Attachment A hereto), approving the Report of delinquent accounts to be placed as special assessment on the FY2024-2025 property tax roll and authorizing the City Manager, or his designee, to submit to the Los Angeles County Assessor the delinquent account Report.

FISCAL/FINANCIAL IMPACT: There are \$9,846.98 of unpaid trash collection fees at March 31, 2024, delinquent and outstanding at June 1, 2024, to be added as direct assessment fees on the FY2024-25 property tax roll, less fees paid to the County of Los Angeles Department of Auditor-Controller for providing the direct assessment services as follows:

\$250.00 setup fee
\$0.25 input fee
\$50.00 per account

As there are 37 delinquent accounts, Staff estimates the fees to be:
 $\$250.00 + (37 \times \$0.25) + (37 \times \$50.00) = \$2,109.25$

The expected fiscal impact to the General Fund is a net revenue of \$7,737.73

DISCUSSION: The terms of the City's exclusive Solid Waste Franchise Agreement prohibit Athens Services from stopping trash collection services when bills are delinquent. This is to prevent the tenants from suffering consequences due to the owner or property manager's delinquency on payments. In addition, halting services prevents customers from resorting to discarding/abandoning refuse in the right of way and other areas susceptible to illegal dumping or in containers that do not belong to them. Section 13.12.290 of Article 4 of Title 13 of the South El Monte Municipal Code allows for the collection of delinquent trash collection fees on the property tax rolls.

In April 2024, Athens Services submitted to the City a list of one hundred fifty-four (154) trash collection account holders that were delinquent in amounts ranging from \$41.34 to \$3,770.49. For the County to collect the delinquent charges on the tax roll for the City, the City Council is required to prepare a report of the delinquent charges and affected properties, and hold a noticed public hearing. Staff prepared a report listing all parcels with their corresponding assessments; the Report, at Attachment A, is also available for public review at City Hall during business hours and has been made available to the public in accordance with applicable law. Based on the Public Notice (Attachment B hereto), the Report, and efforts by Athens, some trash collection customers have paid the delinquent amounts, and as of June 10, 2024, thirty-seven (37) accounts remain delinquent. Staff mailed letters inviting all property owners of the parcels receiving trash collection services with delinquent payments to this public hearing.

The purpose of this hearing is to give delinquent account holders an opportunity to protest the amount of the fees and request a waiver or adjustment of the fees. Affected property owners are afforded an opportunity to submit oral testimony, or make formal objections or protests, to the collection of the delinquent trash collection charges on the property tax roll. However, to qualify as a valid (or formal) "protest" to be counted, the account holder must submit such objection in accordance with the instructions in the Public Hearing Notice, including without limitation the following:

- A. Any record of owner of a property subject to the proposed Special Assessment may submit a *written* protest to the proposed Special Assessment; provided, however, only one protest will be counted per identified parcel.
- B. Any written protest must:
 - 1. State the identified property owner is in opposition to the proposed Special Assessment;
 - 2. Provide the location of the identified parcel (by assessor's parcel number or street address), and if available, please provide the Athens account number; and
 - 3. Include the name and signature of the property owner submitting the protest.

Further instructions for the qualification of protest are contained in the Public Notice.

If objections or protests are not made by the owners of a majority of the separate parcels subject to the delinquent charges, the City Council may adopt the Report of the charges and direct the City Manager, or his designee, to request the Los Angeles County Auditor-Controller to collect them as direct assessment in the same manner and times as County taxes by placing them onto the property tax roll for FY2024-2025. Pursuant to Health and Safety Code Section 5473, this requires a two-thirds vote of the Council membership:

“Any entity which has adopted an ordinance or resolution pursuant to this article or an order pursuant to Section 6520.5 may, by such ordinance or resolution or by separate ordinances or resolutions approved by a *two-thirds vote of the members of the legislative body* thereof, elect to have such charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, its general taxes. . .”

Under Health and Safety Code Section 5473.3, the City Council “may adopt, revise, change, reduce or modify any charge or overrule any or all objections and shall make its determination upon each charge as described in” the Report. *However, if the tabulation of written protests demonstrates that “protest is made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the charges shall be collected separately from the tax roll and shall not constitute a lien against any parcel or parcels of land.” (Health & Saf. Code §5473.2.)*

ATTACHMENT(S):

- A. Resolution No. 24-194 - Delinquent Trash Collection Fees
- B. Public Notice - Delinquent Trash Collection Fees

RESOLUTION NO. 24-194

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE, CALIFORNIA, ADOPTING THE DELINQUENT TRASH COLLECTION FEES LIST FILED AT THE CITY CLERK'S OFFICE AND DIRECTING THE CITY MANAGER, OR HIS DESIGNEE, TO REQUEST THE LOS ANGELES COUNTY AUDITOR-CONTROLLER TO COLLECT THEM AS DIRECT ASSESSMENT IN THE SAME MANNER AND TIME AS THE COUNTY TAXES BY PLACING THEM ONTO THE PROPERTY TAX ROLL FOR FISCAL YEAR 2024-2025

WHEREAS, on September 13, 2000, the City Council of the City of South El Monte, approved an Exclusive Franchise Agreement with Arakelian Enterprises, Incorporated, DBA Athens Services (Contractor), for refuse collection and recycling services ("Original Agreement"); and

WHEREAS, on January 14, 2020, the City Council of the City of South El Monte, approved the 5th Amendment to the Amended and Restated Franchise Agreement with Contractor for refuse collection, recycling, and disposal services ("Amended Agreement"); and

WHEREAS, the City of South El Monte's Municipal Code, Article 4, Section 13.12.290, requires residential, commercial, or industrial customers to subscribe to the City's solid waste collection services and fees for such services shall be directly paid to the City's franchise hauler; and

WHEREAS, California Health & Safety Code Sections 5470 et seq., states that if any owner fails to pay the fees for a sixty (60) day period, the account shall be deemed delinquent, and the franchise hauler will notify the property owner a final request for payment for the amounts owed, plus penalties, including any additional charges.

WHEREAS, California Health & Safety Code Sections 5470 et seq., states that any property owner who, as of June 1st of any given year, is delinquent as to any charges or any penalties due as of March 31st of the same year, shall be sent, by mail, a written notification that the City Council will review all such delinquent accounts during a public hearing, generate a report on such delinquent accounts (the "Report"), accept protests from affected account holders, and assuming there is no majority protest of affected account holders, then consider placing a special assessment for inclusion in the next property tax roll by the Los Angeles County Auditor-Controller; and

WHEREAS, the City Manager, or designee, is authorized to request the Los Angeles County Auditor-Controller to collect them as direct assessment in the same manner and times as County taxes by placing them onto the property tax roll for FY2024-2025.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1: Adoption of Report on Delinquent Trash Collection Fees List. The City Council held a duly noticed public hearing on June 25, 2024, at which hearing protests by affected delinquent refuse account holders were considered and counted. The Council hereby finds that there was no majority protest of affected account holders. Therefore, based on a two-thirds vote of the Council members, the Report of delinquent trash collection fees filed at the City Clerk's Office is hereby approved, and such Report shall be submitted to the Los Angeles County Auditor-Controller.

SECTION 2: Effective Date. This Resolution shall become effective upon its adoption.

SECTION 3: Authorization. That the City Manager, or his designee, submit the Report of Delinquent Trash Collection Fees (Exhibit A) to the Los Angeles County Assessor Office for inclusion as direct assessments in the same manner and times as County taxes by placing them onto the property tax roll for FY2024-2025.

SECTION 4: Authorization. That Mayor shall sign, and the Interim City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, hereby certify that the foregoing Resolution, being Resolution No. 24-194 was duly passed and approved by the City Council of the City of South El Monte at an adjourned regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sabrina Muhne, Interim City Clerk

ATTACHMENT B

SAN GABRIEL VALLEY TRIBUNE
Local. News. Matters.
sgvtribune.com

181 W. Huntington Dr. Suite #209
Monrovia, California 91016
(626) 544-0885
ealmeida@scng.com

City of South El Monte
1415 Santa Anita Avenue
South El Monte, California 91733

<i>Account Number:</i>	5007855
<i>Ad Order Number:</i>	0011667904
<i>Customer's Reference/PO Number:</i>	
<i>Publication:</i>	San Gabriel Valley Tribune
<i>Publication Dates:</i>	05/13/2024
<i>Total Amount:</i>	\$641.49
<i>Payment Amount:</i>	\$0.00
<i>Amount Due:</i>	\$641.49
<i>Notice ID:</i>	HiCnjZLcWw6q3KGTJJwd
<i>Invoice Text:</i>	NOTICE OF PUBLIC HEARING NOTICE IS HEREBY GIVEN that pursuant to Article 4, Section 13.12.290, of the South El Monte, California Municipal Code, and California Health & Safety Code Sections 5470 et seq., the City Council of the City of South El Monte will hold a public hearing on Tuesday, June 25, 2024, at 6 p.m. or thereafter to consider Special Assessment against property owners for unpaid delinquent trash collection fees, in the City Council Chambers at 1415 Santa Anita Avenue, South El Monte, CA 91733. Athens Services has identified properties within City boundaries as having a balance due for trash collection fees for one or more billing periods between April 2023 and March 2024. Pursuant to the California Health and Safety Code and City Municipal Code Section 13.12.290, the City is proposing to place delinquent accounts for trash collection charges on the Los Angeles County tax roll for collection with the City's General Property Taxes and has prepared and filed a written report describing each delinquent parcel of real property with the City Clerk, and available for inspection during the City's business hours. This notice is being mailed to the owner on record of each identified parcel with unpaid delinquent trash collection fees. The public hearing will consider all oral testimony and written protests to levy Special Assessment against parcel property for unpaid delinquent trash collection fees. The City of South El Monte, California Municipal Code requires that all commercial businesses and residential dwellings subscribed to trash collection services and payment for such services shall be paid directly to the City's franchised hauler. If trash collection fees are delinquent by July 1st, the total sum of unpaid delinquent charges and penalties for trash collection services, plus City administrative

NOTICE OF PUBLIC HEARING

SAN GABRIEL VALLEY TRIBUNE
Local. News. Matters.
sgvtribune.com

San Gabriel Valley Tribune
Affiliated with SGV Newspaper Group
181 W. Huntington Dr. Suite #209
Monrovia, California 91016
(626) 544-0885

FILE NO. 0011667904
PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not party to or interested in the above-entitled matter. I am the principal clerk of the printer of SAN GABRIEL VALLEY TRIBUNE, a newspaper of general circulation for the City of West Covina, by the Superior Court of the County of Los Angeles, State of California, on the date of September 10, 1957, Case Number 684891. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

05/13/2024

I declare under the penalty of perjury that the foregoing is true and correct.

Executed at Monrovia, California
On this 13th day of May, 2024.



Signature

NOTICE IS HEREBY GIVEN that pursuant to Article 4, Section 13.12.290, of the South El Monte, California Municipal Code, and California Health & Safety Code Sections 5470 et seq., the City Council of the City of South El Monte will hold a public hearing on Tuesday, June 25, 2024, at 6 p.m. or thereafter to consider Special Assessment against property owners for unpaid delinquent trash collection fees, in the City Council Chambers at 1415 Santa Anita Avenue, South El Monte, CA 91733.

Athens Services has identified properties within City boundaries as having a balance due for trash collection fees for one or more billing periods between April 2023 and March 2024. Pursuant to the California Health and Safety Code and City Municipal Code Section 13.12.290, the City is proposing to place delinquent accounts for trash collection charges on the Los Angeles County tax roll for collection with the City's General Property Taxes and has prepared and filed a written report describing each delinquent parcel of real property with the City Clerk, and available for inspection during the City's business hours.

This notice is being mailed to the owner on record of each identified parcel with unpaid delinquent trash collection fees. The public hearing will consider all oral testimony and written protests to levy Special Assessment against parcel property for unpaid delinquent trash collection fees.

The City of South El Monte, California Municipal Code requires that all commercial businesses and residential dwellings subscribed to trash collection services and payment for such services shall be paid directly to the City's franchised hauler. If trash collection fees are delinquent by July 1st, the total sum of unpaid delinquent charges and penalties for trash collection services, plus City administrative and assessment charges of \$75, will be placed as a lien on the property.

The report of property owners with delinquent charges is on file with the City Clerk's Office. Any record of owner of a property subject to Special Assessment may submit a written protest to the proposed Special Assessment; provided, however, only one protest will be counted per identified parcel. Any written protest must:

- (1) state that the identified property owner is in opposition to the proposed Special Assessment;
- (2) provide the location of the identified parcel (by assessor's parcel number or street address) and if available, please provide the Athens account number; and
- (3) include the name and signature of the property owner submitting the protest.

If the person submitting the written protest is the owner of record but was not shown on Los Angeles County's last equalized assessment roll as the property owner, that person must provide written evidence that the person is the property owner. Written protests may be submitted by mail or in person and must be received (not postmarked) by the City Clerk's Office, prior to the close of the public comment portion of the Public Hearing on June 25, 2024. Oral, telephonic and e-mail protests will not be accepted. Please identify on the front of the envelope for any protest, "Public Hearing on Delinquent Trash Collection Fees."

All interested persons are invited to attend the public hearing and express their opinions before the City Council or to **view the live meeting online, use the Zoom link below** (View and/or Participate ONLY during Public Comment) Link: <https://us02web.zoom.us/j/86581711880> Webinar ID: 865 8171 1880 Or Call In: 1-669-900-6833, when prompted, enter 86581711880#

Contact Athens Services at 626-414-2241 for questions regarding your bill or to make a payment or payment arrangements prior to the Public Hearing. At the conclusion of the meeting, those properties determined to still be delinquent will be forwarded to the Los Angeles County Tax Assessor.

Published by: /s/ Donna G. Schwartz, City Clerk

San Gabriel Valley Tribune
Published: 5/13/24



City Council Agenda Report

Agenda Item No. 9.a.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Masami Higa, Director of Finance

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-195, ADOPTING THE CITY'S FISCAL YEAR (FY) 2024-25 GANN APPROPRIATION LIMIT

SUMMARY: A Resolution adopting the City's Fiscal Year (FY) 2024-25 Appropriation Limit pursuant to Article XIIIB of the State of California Constitution.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-195, establishing the City's Appropriation Limit at \$182,659,067 for FY 2024-25.

FISCAL/FINANCIAL IMPACT: None. This is a statutory calculation to adopt the City's annual General Fund spending limit.

DISCUSSION: In November 1979, the State of California approved Proposition 4, which created Article XIIIB of the State Constitution that imposed restrictions on the amount of revenue that may be appropriated in any fiscal year. This annual calculation is referred to as the "Appropriation Limit", or more commonly as the "Gann Limit", named after Paul Gann, who sponsored Proposition 4 and was also the co-author of Proposition 13.

Because the language in Article XIIIB was extremely vague and did not allow for the substantial economic changes that occurred in the State during the late 1980's, California voters approved Proposition 111 eliminating much of the ambiguity and it provided new adjustment factors that made the appropriation limit more responsive to the local growth issues.

Staff has prepared the FY 2024-25 Gann Limit calculation using the appropriation limit adjustment factors and has summarized them. The City's spending limit is substantially less than the statutory limit. The adoption of this spending limit is an administrative requirement that is required by State law.

Staff report prepared by Teresa Garcia, Accountant Manager.

ATTACHMENT(S):

- A. Resolution No. 24-195
- B. Exhibit A to Resolution

ATTACHMENT A

RESOLUTION NO. 24-195

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL ESTABLISHING THE FISCAL YEAR 2024-25 APPROPRIATIONS LIMIT FOR THE CITY PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, the voters of the State of California in November 1979 added Article XIII B (Proposition 4) to the State Constitution placing various limitations on the appropriations of the State and local governments; and

WHEREAS, the voters of the State of California in June 1990 modified Article XIII B by approving Proposition 111, which revised the annual adjustment factors to be applied to the 1986-87 limit and each year thereafter; and

WHEREAS, the City of South El Monte has complied with all provisions of Article XIII B in determining the Appropriation Limit for the 2024-25 fiscal year.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE HEREBY RESOLVES:

SECTION 1. The Appropriation Limit for the 2024-25 Fiscal Year shall be \$182,659,067 for the City as determined by Exhibit A attached hereto.

SECTION 2. The Fiscal Year 2024-25 appropriation limit was calculated using the decrease in the County of Los Angeles population as the population factor and the increase in the California per capita personal income as the price factor.

SECTION 3. The population factor and the price factor used are as reported by the State Department of Finance.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 25th day of June 2024.

Gloria Olmos, Mayor

ATTEST:

Sabrina Muhne, Interim City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Sabrina Muhne, Interim City Clerk of the City of South El Monte, hereby certify that the foregoing Resolution, being Resolution No. 24-195, was duly passed and approved by the South El Monte City Council at a Regular meeting of said Council held on the 25th day of June 2024, and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sabrina Muhne, Interim City Clerk

Exhibit A to Resolution

CITY of SOUTH EL MONTE
Article XIIIB Appropriations Limit
Fiscal Year 2024-2025
Appropriations Limit

A. Fiscal Year 2023-2024 Limit 176,362,911

B. Adjustment Factors:

1. Population % 0.99950

2. Inflation % 1.03620

Total Adjustment % 1.03570

C. Annual Adjustment \$ 6,296,156

D. Fiscal Year 2024-2025 Limit 182,659,067

CITY of SOUTH EL MONTE
Article XIII B Appropriations Limit
Fiscal Year 2024-2025
Appropriation Limit Adjustment Factors

Percentage Change in Population	% Change	Factor
City of South El Monte	-0.21%	0.99790
County of Los Angeles	-0.05%	0.99950

Population Factor Selected:	
County of Los Angeles	0.99950

Percent Change in Price	% Change	Factor
California Per Capita Personal Income	3.62%	1.03620
Non-Residential Assessed Valuation	Unavailable	N/A

Price Factor Selected:	
Non-Residential Assessed Valuation	1.03620



City Council Agenda Report

Agenda Item No. 12.a.

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: MAYOR PRO TEM RUDY BOJORQUEZ

Request staff to provide a monthly report summary to City Council on all public records requests containing the date received, items requested and when a response was provided.

RECOMMENDATION: Discussion and/or action.

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

None



Successor Agency Agenda Report

Agenda Item No. 19.a.

DATE: June 25, 2024

TO: Honorable Chairperson and Members of the Board

APPROVED BY: Rene Salas, Executive Director

SUBMITTED BY: Sabrina Muhne, Interim City Clerk

SUBJECT: CONSIDERATION AND APPROVAL OF THE SUCCESSOR AGENCY MEETING MINUTES FOR MAY 28, 2024

SUMMARY: Staff is requesting approval of the Minutes of the May 28, 2024, Successor Agency Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the Minutes of the May 28, 2024, Successor Agency Meeting.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. DRAFT SA Minutes 5-28-24

**CITY OF SOUTH EL MONTE
SUCCESSOR AGENCY MEETING MINUTES**

Tuesday, May 28, 2024 - 6:00 p.m.
1415 Santa Anita Ave., South El Monte, CA 91733

Successor Agency Meeting Immediately Followed Regular City Council Meeting.

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.

Chair Olmos called the meeting to order at 7:54 p.m.

16. CALL TO ORDER AND ROLL CALL

PRESENT: Board Member(s): Acosta, Angel, Delgado, Vice Chair Bojorquez,
and Chair Olmos

ABSENT: Board Member(s): None.

STAFF PRESENT: Anthony R. Taylor, General Counsel; Donna G. Schwartz, Secretary; Masami Higa, Director of Finance, and Sabrina Muhne, Deputy City Clerk.

STAFF ABSENT: Rene Salas, Executive Director.

Zoom was provided for the Public to participate during public comment via teleconference.

17. APPROVAL OF AGENDA

A motion was made by Board Member Delgado, seconded by Board Member Bojorquez to approve the agenda. Motion carried 5-0, by the following vote:

AYES: Board Member(s): Acosta, Angel, Delgado, Vice Chair Bojorquez,
and Chair Olmos

NAYS: Board Member(s): None.

18. PUBLIC COMMENTS – None.

19. CONSENT CALENDAR

A motion was made by Board Member Delgado, seconded by Board Member Angel to approve the agenda. Motion carried 5-0, by the following vote:

AYES: Board Member(s): Acosta, Angel, Delgado, Vice Chair Bojorquez,
and Chair Olmos

NAYS: Board Member(s): None.

CONSENT CALENDAR (CONTINUED)

19.a. Approved the Regular Successor Agency Meeting Minutes of April 23, 2024.

20. EXECUTIVE DIRECTOR'S AGENDA – None.

21. ADJOURNMENT OF SUCCESSOR AGENCY MEETING

There being no further business coming before this body, at 7:55 p.m. Chair Olmos adjourned the meeting.

Sabrina Muhne, Interim Secretary

Gloria Olmos, Chair

DRAFT



Successor Agency Agenda Report

Agenda Item No. 19.b.

DATE: June 25, 2024

TO: Honorable Chairperson and Members of the Board

APPROVED BY: Rene Salas, Executive Director

SUBMITTED BY: Sabrina Muhne, Interim City Clerk

SUBJECT: APPROVAL OF PROPOSED DARK SUCCESSOR AGENCY MEETING DATES FOR THE MONTH OF AUGUST 2024

SUMMARY: Staff is requesting the Successor Agency Board "go dark" on Tuesday, August 27, 2024, as the Successor Agency Board will be taking a recess during the month of August 2024.

RECOMMENDED ACTION: Staff recommends the Successor Agency Board approve "going dark" on Tuesday, August 27, 2024.

FISCAL/FINANCIAL IMPACT: None.

DISCUSSION: Each year during the month of August, the Successor Agency Board takes a recess and does not hold meetings. If there is a need, a special meeting can be held during the month of August.

ATTACHMENT(S):

None