

**CITY OF SOUTH EL MONTE
ADJOURNED REGULAR MEETING AGENDA
OF THE SOUTH EL MONTE CITY COUNCIL**

**JUNE 23, 2020, 5:30 PM
COUNCIL CHAMBERS
1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733**

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

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 in response to the COVID-19 pandemic, which authorizes the City Council to hold public meetings via teleconferencing and waives all requirements of the Brown Act requiring the physical presence of Council Members, staff, or the public as a condition of participation in or quorum for a public meeting.

THIS IS A CITY COUNCIL MEETING BY TELECONFERENCE ONLY.
Members of the public will have access to listen to and participate in the meeting by calling-in at the information below. Teleconference participation shall be available to the public at the following USA Toll-Free number, 1-888-204-5987, Access Code: 9671457.

Members of the public wishing to submit a general comment or a comment on an agenda item, can email rjuarez@soelmonte.org or call (626) 579-6540 to leave a voicemail message. All comments received by 4:30 p.m. on Tuesday, June 23, 2020 will be added to the City Council agenda as part of the public comment.

The public may also view a live telecast of the meeting online at www.cityofsouthelmonte.org.



**GLORIA OLMOS, MAYOR
GRACIE RETAMOZA, MAYOR PRO TEM
MANUEL ACOSTA, COUNCILMEMBER
RICHARD ANGEL, COUNCILMEMBER
HECTOR DELGADO, COUNCILMEMBER**

**ANTHONY R. TAYLOR, CITY ATTORNEY
RACHEL BARBOSA, CITY MANAGER
ROSE JUAREZ, CITY CLERK**

1. **ROLL CALL** Councilmembers: Acosta, Angel, Delgado, Retamoza, (Mayor) Olmos
2. **PLEDGE OF ALLEGIANCE** Councilmember Manuel Acosta
3. **INVOCATION** Dianna P. Gomez, Senior Executive Assistant
4. **PRESENTATIONS** None.
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 that is within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker may speak for up to five minutes. With respect to non-public hearing agenda items, speakers shall provide their comments at this time. With respect to public hearing agenda items, speakers are encouraged to speak during the public hearing if they want their comments to be included in the record of the public hearing. Unless a majority of the Council objects, the Mayor may provide to speakers more or less time to speak. Any documents for review should be presented to the City Clerk for distribution.

7. **CONSENT CALENDAR**

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

7.a. **MINUTES**

Staff seeks City Council approval of the Minutes of the Regular Meeting of May 12, 2020.

RECOMMENDED ACTION: Staff recommends that the City Council approve the above referenced minutes.

[Minutes](#)

7.b. **WARRANTS**

Authorizing payment of City expenditures for the period of June 10, 2020 through June 23, 2020 totaling \$579,815.68

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-63, authorizing payment of City expenditures.

[Resolution No. 20-63](#)

7.c. SECOND READING AND ADOPTION OF ORDINANCE NO. 1247, AMENDING ZONING DESIGNATION (ZONE CHANGE NO. 19-22) FROM MANUFACTURING TO MULTI FAMILY RESIDENTIAL FOR PROPERTIES LOCATED AT 2610-2634 CHICO AVENUE

The proposed Ordinance No. 1247 will rezone the four parcels located at 2610-2634 Chico Avenue ("Property") from "Manufacturing" to "Multi Family Residential", to allow for the construction of 72 residential condominiums ("Project").

RECOMMENDED ACTION: Staff recommends that the City Council consider and adopt Ordinance No. 1247, Zone Change (No. 19-22) to change the zoning designation for properties located at 2610-2634 Chico Avenue.

[Ordinance No. 1247](#)

7.d. CONSIDERATION OF RESOLUTION NO. 20-64, AUTHORIZING THE ALLOCATION OF \$160,000 FROM GENERAL FUNDS TO ENTER INTO A CONTRACT FOR THE PURCHASE OF A LAND MANAGEMENT SYSTEM, THE SCANNING OF PHYSICAL PERMITS, AND PROCUREMENT OF REQUIRED HARDWARE

The City of South El Monte is receiving a reimbursement grant from California Housing and Community Development ("HCD") in the amount of \$160,000 to purchase a Land Management System ("LMS") and scan physical permits to help streamline the processing of housing permits.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-64, authorizing the allocation of \$160,000 from general fund balance and authorizing the City Manager to enter into a contract for the purchase of a Land Management System, the scanning of physical documents, and procuring required hardware.

[Attachment A - Resolution No. 20-64](#)

[Attachment B - South El Monte PGP Award Letter](#)

[Attachment C - Community Development Solution Overview](#)

7.e. CONSIDERATION OF RESOLUTION NO. 20-65, AUTHORIZING THE FILING OF AN APPLICATION TO THE STATE OF CALIFORNIA

**HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (HCD)
FOR THE LOCAL EARLY ACTION PLANNING (LEAP) GRANT
PROGRAM TO HELP STREAMLINE HOUSING PERMITS**

Governor Gavin Newsom allocated \$250 million for all regions, cities, and counties to do their part by prioritizing planning activities that accelerate housing production to meet identified needs of every community. Staff proposes to request \$150,000 as part of these grant funds to fund two (3) projects: 1) purchase additional services and continue the development of a Land Management System (LMS) to streamline permit processing and retention, 2) continue to scan all paper permits and plans to digitally link all previous permits in the LMS, and 3) to help fund the development of 6th cycle update of the 2021-2029 Housing Element. The grant funds can be used to fund all of these projects at the discretion of the City as long as they result in encouraging housing production within the City.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-65 authorizing the City Manager or the City Manager's designee to apply for the California Department of HCD's LEAP Grant Program in the amount of \$150,000 to help streamline housing permits and if awarded, authorize the City Manager or the City Manager's designee to execute the standard agreement, subject to approval by the City Attorney.

[Attachment A - Resolution No. 20-65](#)

[Attachment B - Notice of Funding Availability](#)

**7.f. CONSIDERATION OF RESOLUTION NO. 20-66, AMENDING THE
AGREEMENT WITH JOHN L. HUNTER & ASSOCIATES, INC. (JLHA)
FOR ENVIRONMENTAL SERVICES AND THE MANAGEMENT OF THE
MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) NATIONAL
POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
REGULATORY PERMIT TO EXTEND THE CONTRACT FOR AN
ADDITIONAL THREE (3) MONTHS AND INCREASE COMPENSATION
TERMS BY \$40,000 FOR A TOTAL NOT TO EXCEED CONTRACT
AMOUNT OF \$190,000**

On June 13, 2017, the City Council adopted Resolution No. 17-50, awarding agreement to JLHA for environmental services and management of the MS4 NPDES regulatory permit for one year for a total of \$75,000, with an option to extend the agreement for an additional two (2) years. The option to extend was inadvertently excluded from the contract, which later resulted in the City Council adopting Resolution No. 19-52 on July 9, 2019, authorizing a new agreement with JLHA to account for the additional two (2) year period in an amount not to exceed \$150,000. Staff now seeks to amend the Agreement.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-66, amending the Agreement with JLHA for environmental services and the management of the MS4 NPDES regulatory permit to extend the contract for an additional three (3) months and increase compensation terms by \$40,000 for a total not to exceed contract amount of \$190,000.

[Attachment A - Resolution No. 20-66](#)

[Attachment B - Amendment No. 1](#)

7.g. **CONSIDERATION OF RESOLUTION NO. 20-67, APPROVING THE CITY OF SOUTH EL MONTE'S LIST OF PROJECTS FOR FISCAL YEAR 2020-2021 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

To be eligible to receive funding allocations from SB-1, The Road Repair and Accountability Act of 2017, in Fiscal Year (FY) 2020-21 ("SB-1"), City Council must approve the proposed project streets list ("List"), before the proposed project streets list is submitted to the California Transportation Commission (CTC) by July 15, 2020.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-67 approving the List as a requirement of SB-1 and for submittal to the CTC, and authorize the City Manager to sign all documents related to SB-1/RMRA funding.

[Attachment A - Resolution No. 20-67](#)

[Attachment B - SB-1 Project List](#)

7.h. **CONSIDERATION OF RESOLUTION NO. 20-69, APPROVING THE RENEWAL OF THE OLDER AMERICANS ACT AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES**

On July 1, 2016, a four-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the "County") and the City of South El Monte (the "City") was entered into to assist with the funding for the City's Elderly Nutrition Program Services (the "Agreement"). This agreement will expire on June 30, 2020. Staff is requesting the City Council authorize the City Manager to enter into a one year agreement with the County to continue providing nutrition services to seniors.

RECOMMENDED ACTION: Staff recommends the City Council adopt Resolution No. 20-69, approving the Agreement and authorizing the City Manager to execute the same.

[Attachment A - Resolution No. 20-69](#)

[Attachment B - ENP Allocation Letter](#)

[Attachment C - Subaward Agreement](#)

7.i. **CONSIDERATION OF A BLUE CURB FEE WAIVER REQUESTED BY DANIEL PARRINO FOR 11432 MICHAEL HUNT DRIVE**

The City received a written request from Mr. Daniel Parrino asking the City to waive all or part of the fees for the installation of a disabled blue curb parking spot in front of his house due to financial hardship.

RECOMMENDED ACTION: Staff recommends that the City Council approve the request to waive the \$400 installation fee and the annual renewal fee of \$25.

[Attachment A - Letter](#)

[Attachment B - Application](#)

7.j. **CONSIDERATION OF RESOLUTION NO. 20-68, APPROVING A NEW AGREEMENT WITH TRANSTECH ENGINEERS, INC. (TRANSTECH) FOR PROFESSIONAL CONSULTING AND ENGINEERING SERVICES FOR A ONE-YEAR TERM IN AN AMOUNT NOT TO EXCEED \$546,240, INCLUDING AN APPROPRIATIONS REQUEST OF \$85,000, WITH AN OPTION TO EXTEND FOR TWO ADDITIONAL ONE-YEAR PERIODS**

On April 11, 2018, the City Council awarded a Professional Services Agreement to Transtech for General Civil Engineering Services (Agreement) in an amount not-to-exceed \$532,480 for a two-year term, with an option of three (3) one-year renewals. Amendments No. 1, 2, and 3, were since executed to include construction management services and plan check services, and to increase compensation terms for the added services to a total not to exceed contract amount of \$675,480. The term of the agreement expired on April 11, 2020. Due to staff's focus and efforts placed on COVID-19 response measures, staff were unable to seek the City Council's approval to extend the agreement prior to its expiration date. Staff, therefore, seeks to execute a new agreement with Transtech.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-68, approving a new agreement to extend the arrangement with Transtech for professional consulting and engineering services for a one-year term in an amount not to exceed \$546,240, including an appropriations request of \$85,000, with an option to extend for two additional one-year periods.

[Attachment A - Resolution No. 20-68](#)

[Attachment B - Agreement](#)

[Attachment C - Fee Schedules](#)

8. **PUBLIC HEARINGS** None.

9. **GENERAL BUSINESS**

9.a. FISCAL YEAR 2020-21 ANNUAL BUDGET

Each year the City performs budget workshop sessions to review the proposed annual budget for the new fiscal year. As part of the budget workshop, a presentation of the preliminary FY 2020-21 annual budget is provided in order to review, discuss, and adjust, as necessary, to arrive at a final budget for Council adoption.

RECOMMENDED ACTION: Staff recommends that the City Council review the preliminary 2020-21 annual budget, discuss the recommendations made, provide feedback, and give direction to finalize the budget for adoption.

[Attachment A - Presentation](#)

[Attachment B - 2020-2021 Budget](#)

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

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

11. CORRESPONDENCE None.

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR PRO TEM GRACIE RETAMOZA

1. Update by Finance Sub-Committee on Last Meeting Conducted
2. Consideration of Rotation for City Council Sub-Committees (Finance, Homeless, Census etc.)

12.b. MAYOR GLORIA OLMOS

1. Consideration of Re-Naming Adelia Street to AMRO Street
2. Ban the Sale of All Flavored Tobacco Relating to E-Cigarettes, Hookahs, Pens or Any Other Vaping Device that is Targeting our Kids

3. Chapcare Warning

13. CLOSED SESSION

13.a. CONFERENCE WITH LABOR NEGOTIATOR GOVERNMENT CODE SECTION 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Employees Association and the South El Monte Executive Management Team Association

14. ADJOURNMENT June 29, 2020, 5:30 p.m.