

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



Rene Salas, City Manager
Anthony R. Taylor, City Attorney
Sabrina Muhne, Interim City Clerk
Masami Higa, Director of Finance

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL

AMENDED AGENDA

September 10, 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

LEVINE ACT DISCLOSURE

Pursuant to the Levine Act (Govt Code Section 84308), any party to a permit, license, contract, or other entitlement before the City Council is required to disclose on the record any campaign contribution, including aggregated contributions, of more than \$250 made by the party or the party's agents within the preceding 12 months to any City official. Participants and agents are requested to make this disclosure as well. The disclosure should be made when the agenda item is called and must include the name of the party, participant, or agent, and any other person making the contribution, the name of the recipient, the amount of the contribution, and the date the contribution was made. Council Members are also required to make such disclosures and recuse themselves.

CONFLICT OF INTEREST

City Council Members with a conflict of interest under the Political Reform Act are required to make disclosure of financial interest when the item is called and recuse themselves.

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 Pro Tem Rudy Bojorquez

3. INVOCATION

Mayor Gloria Olmos

4. PRESENTATIONS

4.a. Proclamation Proclaiming National Senior Center Month

4.b. Presentation of Certificates of Completion to South El Monte High School Interns for successfully completing the South El Monte Internship Program

4.c. Presentation of Certificates of Recognition to South El Monte Library Student Volunteers for their Contributions to the South El Monte Community

4.d. Recognition of Mrs. Sonia Ayala, 2024/2025 El Monte Union High School District Teacher of the Year from South El Monte High School.

4.e. Presentation of Appreciation to Transtech Engineers, Inc. and Spiritt Family Services for their Sponsorship of the Healthy South El Monte Produce Stand at the 2024 Night Markets

4.f. Presentation by Dr. Julia Ruedas, Senior Program Manager & Policy Analyst, LAC+USC Medical Center Foundation on Reducing Youth Access to Tobacco Products

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

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

6. PUBLIC COMMENT

Speakers may provide public comments on any matter within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker will be limited to five minutes. Unless a majority of the Council objects, the Mayor may provide speakers more or less time to speak. All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

7. CONSENT CALENDAR

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

7.a. CONSIDERATION AND APPROVAL OF THE ADJOURNED REGULAR CITY COUNCIL MEETING MINUTES OF JULY 30, 2024

Staff is requesting approval of Minutes for the July 30, 2024, Adjourned Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the July 30, 2024, Adjourned Regular City Council Meeting.

7.b. CONSIDERATION AND APPROVAL OF THE SPECIAL CITY COUNCIL MEETING MINUTES OF AUGUST 7, 2024

Staff is requesting approval of Minutes for the August 7, 2024, Special City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the August 7, 2024, Special City Council Meeting.

7.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-211, APPROVING WARRANTS FOR THE PERIOD OF JULY 24, 2024, THROUGH SEPTEMBER 10, 2024

Authorizing payment of City expenditures for the period of July 24, 2024, through September 10, 2024, totaling \$5,553,531.15.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-211, authorizing payment of City expenditures.

7.d. CONSIDERATION AND APPROVAL OF THE 2024 "CHRISTMAS WISH TOY GIVEAWAY" EVENT DONATION LETTER, AUTHORIZATION TO INCLUDE THE CITY COUNCILMEMBERS' SIGNATURES, AND THE DISTRIBUTION OF DONATION LETTERS TO THE SOUTH EL MONTE BUSINESS COMMUNITY

The Community Services Department is requesting approval of the 2024 "Christmas Wish Toy Giveaway" donation letter, authorization to include the City Councilmembers' signatures, and distribution of the donation letters to the South El Monte business community.

RECOMMENDED ACTION: Staff recommends City Council approve the 2024 "Christmas Wish Toy Giveaway" donation letter, authorization to include the City Councilmembers' signatures, and distribution of the donation letters to the South El Monte business community.

Consent Calendar Items 7.e. through 7.g. next page.

CONSENT CALENDAR (CONTINUED)

7.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-212, ADOPTING AND APPROVING THE WORKPLACE VIOLENCE PREVENTION POLICY

SB 553 was enacted on September 30, 2023. The bill requires covered employers to create, implement and maintain a Workplace Violence Prevention Plan (“WVPP”) by July 1, 2024. Staff is requesting the City Council consider adopting a WVPP that addresses the hazards known to be associated with the four types of workplace violence as defined by State Law. The purpose of this Plan is to provide guidelines for City employees to follow in preventing and reporting workplace violence, as it is the City’s goal to maintain a violence-free working environment. If this policy is approved by the City Council, City management will complete a required meet and confer with both Bargaining Units within the City and provide effective training regarding the City’s adopted WVPP.

RECOMMENDED ACTION: Staff recommends City Council consider adopting Resolution No. 24-212, adopting and approving the Workplace Violence Prevention Policy.

7.f. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-213, ADOPTING AND APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF SOUTH EL MONTE AND THE SOUTH EL MONTE EMPLOYEES’ ASSOCIATION (SEMEA)

The Memorandum of Understanding (MOU) between the City of South El Monte and the South El Monte Employees’ Association (SEMEA) for the period beginning July 1, 2024, and ending June 30, 2027, has been agreed to, subject to City Council approval.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-213, approving the MOU between the City of South El Monte and SEMEA.

7.g. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-214, ADOPTING AND APPROVING THE TERMS AND PROVISIONS OF THE 2024-2027 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOUTH EL MONTE AND THE SOUTH EL MONTE EXECUTIVE MANAGEMENT TEAM ASSOCIATION (“SEMEMTA”)

The Memorandum of Understanding (MOU) between the City of South El Monte and the South El Monte Executive Management Team Association (SEMEMTA) for the period beginning July 1, 2024, and ending June 30, 2027, has been agreed to, subject to City Council approval.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-214, approving the MOU between the City of South El Monte and SEMEMTA.

Consent Calendar Items 7.h. and 7.i. next page.

CONSENT CALENDAR (CONTINUED)

7.h. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-215, ACCEPTING THE MECHANICAL ENERGY EFFICIENCY UPGRADES FOR THE SOUTH EL MONTE AUTONOMOUS BUILDING CONTROLS RETROFIT PROJECT AND AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION WITH THE LOS ANGELES COUNTY RECORDER

On May 25, 2023, the City released a Request for Proposals (RFP) for Mechanical Energy Efficiency Upgrades at three (3) City facilities - Community Center, Mini Center and Senior Center. The final cost of the service completed by AC Pros, Inc is \$1,126,315.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-215, accepting the completion of the Mechanical Energy Efficiency Upgrades;
2. Authorize City Clerk to send the Notice of Completion for recordation to the Los Angeles County Recorder's Office; and
3. Release retention accordingly.

7.i. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-216, ACCEPTING THE COMMUNITY CENTER AND MINI CENTER PARKING LOT IMPROVEMENTS PROJECT AS COMPLETE AND AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION WITH THE LOS ANGELES COUNTY RECORDER

On April 10, 2024, the Engineering Department solicited bids for the Community Center and Mini Center Parking Lot Improvements Project. The work involved asphalt resurfacing, parking lot striping, and other related work at the Community Center and Mini Center parking lots. The final cost for the construction work completed by Superior Paving Company, Inc. dba United Paving Co. is \$280,974.00.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-216, accepting the completion for the Community Center and Mini Center Parking Lot Improvements Project;
2. Authorize City Clerk to send the Notice of Completion for recordation to the Los Angeles County Recorder's Office; and
3. Release retention accordingly.

Consent Calendar Items 7.j. and 7.k. next page.

CONSENT CALENDAR (CONTINUED)

7.j. CONSIDERATION OF APPROVAL OF RESOLUTION NO. 24-217, APPROVING FUND TRANSFER AGREEMENT NO. 2024MP76 FOR THE SAFE, CLEAN WATER (SCW) PROGRAM WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT TO RECEIVE ANNUAL FUNDING FOR WATER QUALITY PROJECTS AND PROGRAMS

In November 2018, voters approved the Safe, Clean Water (SCW) Program, a special parcel tax based on impermeable areas within the jurisdiction of the Flood Control District. The SCW Program aims to improve water quality while also providing additional benefits, such as increasing water supply and investing in the health and well-being of Los Angeles County communities. The City's 2024-2025 portion of the parcel tax is estimated to be \$440,000.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-217 to approve Transfer Agreement No. 2024MP76 for the Safe Clean Water Program with the Los Angeles County Flood Control District to receive annual SCW Program funding for water quality projects and programs; and
2. Authorize the City Manager or designee to negotiate and execute the agreement.

7.k. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-218, TO APPROVE THE CITY SERVICE REQUEST WITH LOS ANGELES COUNTY FOR THE PECK ROAD TRAFFIC SYNCHRONIZATION PROJECT ON DURFEE AVENUE FROM RUSH STREET TO THE INTERSECTION OF PECK ROAD AND DURFEE AVENUE

The Los Angeles County Department of Public Works (LACDPW) is set to perform a Traffic Signal Synchronization Project (TSSP) on Peck Road from Hemlock Street to Workman Mill Road, which is jurisdictionally shared among three cities—South El Monte, El Monte, and Industry—and the unincorporated communities of Whittier and Whittier Narrows. Due to the scope and cost of the project, County policy requires a City Service Request to be submitted for the TSSP project. The City of South El Monte's estimated cost share for the project is \$86,200.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-218 to approve submittal of the City Service Request to the County of Los Angeles, including the project cost share of \$86,200;
2. Program \$86,200 from the City's Proposition C Local Return funds to cover the City's cost share; and
3. Authorize the City Manager or designee to negotiate and execute the agreement.

Consent Calendar Items 7.l. and 7.m. next page.

CONSENT CALENDAR (CONTINUED)

7.l. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-219, APPROVING AWARD OF CONSTRUCTION CONTRACT TO GENTRY BROTHERS, INC. FOR THE FY 24-25 PAVEMENT REHABILITATION PROJECT

On July 29, 2024, the Engineering Department solicited bids for the FY 24-25 Pavement Rehabilitation Project. The work involves asphalt concrete reconstruction/rehabilitation of existing streets, curb & gutter repairs, and restoration of pavement markings and striping on select segments of Rush St, Klingerman St, and Floradale Ave. The lowest responsive bid was submitted by Gentry Brothers, Inc. in the total bid amount of \$1,953,040.00.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt and approve the plans and specifications for the FY 24-25 Pavement Rehabilitation Project;
2. Adopt and approve Resolution No. 24-219, awarding the FY 24-25 Pavement Rehabilitation Project contract to the lowest responsible bidder in an amount of \$1,953,040.00 to Gentry Brothers Inc. and authorize the City Manager to execute the contract; and
3. Authorize 10% of the total contract amount as contingency allowance to be used if necessary for unforeseen conditions at the City Manager's discretion.

7.m. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-220, AWARDING A PUBLIC WORKS AGREEMENT TO SOUTHERN CALIFORNIA PRECISION CONCRETE INC. DBA PRECISION CONCRETE CUTTING FOR TRIP HAZARD REMOVAL SERVICES

Staff seeks City Council approval to award a Public Works Agreement to Southern California Precision Concrete Inc. dba Precision Concrete Cutting for Trip Hazard Removal Services.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-220, awarding a Public Works Agreement to Southern California Precision Concrete Inc dba Precision Concrete Cutting for Trip Hazard Removal Services; and
2. Authorize the City Manager or designee to negotiate and execute the agreement.

ENVIRONMENTAL ANALYSIS: The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 20165 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required. Sidewalk repair complies with all requirements of the California Environmental Quality Act (CEQA) and is categorically exempt under Section 15301 Class 1 Subsection (c) as the work involves maintenance and repair of existing facilities with negligible or no expansion of use.

8. PUBLIC HEARINGS - NONE

9. GENERAL BUSINESS

9.a. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-222 24-221, AMENDING THE FISCAL YEAR (FY) 2024-25 BUDGET

On June 11, 2024, the City adopted a tentative FY 2024-25 budget subject to change when agreements are reached with its employees' labor unions. The City has reached an agreement with its employees' labor unions, and staff has prepared a proposed budget amendment.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-222 24-221 amending the City's FY 2024-25 budget.

9.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-222, APPROVING AWARD OF PROFESSIONAL SERVICES AGREEMENT (PSA) TO SCI CONSULTING GROUP FOR CANNABIS CONSULTING SERVICES

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-222, awarding PSA to SCI Consulting Group for cannabis consulting services, in an amount not to exceed \$91,000; and
2. Authorize the City Manager or his designee to negotiate and execute the agreement.

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

1. Discussion to implement new procedures for all commissioners to immediately sign an affidavit under penalty of perjury stating they physically reside in South El Monte and immediate termination of commissioners for non-compliance.

RECOMMENDATION: Discussion and/or Action.

12.b. Councilmember Hector Delgado

1. Recognition of Mrs. Sonia Ayala, 2024/2025 El Monte Union High School District Teacher of the Year from South El Monte High School.

Closed Session next page.

13. CLOSED SESSION

13.a. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL EXPOSURE TO LITIGATION

Pursuant to Government Code Section 54956.9(d)(2) - Four Cases

14. ADJOURNMENT

Tuesday, September 24, 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 September 5, 2024 and was amended and made available on September 9, 2024.



Sabrina Muhne