

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

**JUNE 9, 2020, 6:00 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 5:00 p.m. on Tuesday, June 9, 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** Mayor Pro Tem Gracie Retamoza
3. **INVOCATION** Interim Finance Director William Fox
4. **PRESENTATIONS**

4.a. **CODE ENFORCEMENT AND PUBLIC SAFETY DEPARTMENT
REPORT FOR THE MONTHS OF MARCH, APRIL AND MAY**

The City Council will receive a report from Staff on code enforcement and public safety activities in the City.

[Code Enforcement Report](#)
[March, April, May Report](#)
[Bulky Item Report](#)

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 comment 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. WARRANTS

Authorizing payment of City expenditures for the period of May 27, 2020 through June 9, 2020 totaling \$802,918.40

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-51, authorizing payment of City expenditures.

[Resolution No. 20-51](#)

7.b. PROCLAMATION IN HONOR OF THE 70TH ANNIVERSARY OF THE KOREAN WAR AND REMEMBRANCE DAYS FROM JUNE 25TH - JULY 27, 1953

We honor our Korean War Veterans for their immeasurable contributions to the cause of liberty. We also salute members of the armed forces, past and present, who have maintained an allied presence on the Korean Peninsula since the 1953 armistice. Their efforts to stave off aggression are worthy of our highest respect and gratitude. The City of South El Monte proclaims June 25, 2020 to July 27, 2020 as Korean Remembrance Day and the 70th Anniversary of the Korean War.

RECOMMENDED ACTION: Staff recommends that the City Council proclaim June 25, 2020 to July 27, 2020 as the 70th Anniversary of the Korean War and Remembrance Days in the City of South El Monte.

[Proclamation](#)

7.c. BIENNIAL REVIEW OF CONFLICT OF INTEREST CODES

The Political Reform Act requires that every local government agency review its Conflict of Interest Codes biennially. A Conflict of Interest Codes tells public officials, governmental employees, and consultants which financial interests they must disclose on their Statement of Economic Interests (Form 700).

RECOMMENDED ACTION: Staff recommends that the City Council direct staff to notify the Successor Agency to the South El Monte Improvement District and the City's sub-agencies that the City is conducting a review of the current Conflict of Interest Codes And further direct staff to proceed with the biennial review of the City's Conflict of Interest Codes to determine if there are any amendments necessary.

[2020 COI Code Biennial Notice Instructions](#)

7.d. CONSIDERATION OF RESOLUTIONS FOR THE NOVEMBER 3, 2020 GENERAL MUNICIPAL ELECTION

Pursuant to California State law, the City Council must officially “call” for the November 3, 2020 General Municipal Election; request consolidation with the Los Angeles County Election of same date; and approve regulations for candidate Statements.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-52 (Calling Election), Resolution No. 20-53 (Consolidating Election), and Resolution No. 20-54 (Regulations for Candidate Statements).

[Attachment A - Resolution No. 20-52](#)

[Attachment B - Resolution No. 20-53](#)

[Attachment C - Resolution No. 20-54](#)

7.e. CONSIDERATION OF RESOLUTION NO. 20-55, RATIFYING THE AGREEMENT WITH NICHOLAS CONSTRUCTION AND DEVELOPMENT CO., INC. DBA FIRE DAMAGE RESCUE FOR SPECIALIZED CLEANING AND DISINFECTING SERVICES IN RESPONSE TO COVID-19 AND AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1 TO THE AGREEMENT FOR A TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$50,000

In April 2020, the City Manager authorized the execution of an agreement with Fire Rescue Damage for specialized cleaning and disinfecting services of City facilities and vehicles in response to the COVID-19 pandemic. Staff now seeks to amend the contract to include ongoing, On-Call Services and include terms required by the Federal Emergency Management Agency (FEMA) for federal, disaster reimbursement. Staff is also requesting that the City Council ratify the agreement.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-55, ratifying the agreement with Nicholas Construction and Development Co., Inc. dba Fire Damage Rescue for specialized cleaning and disinfecting services in response to COVID-19 and authorizing the execution of Amendment No. 1 to the Agreement for a total not to exceed contract amount of \$50,000.

[Attachment A - Resolution No. 20-55](#)

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

[Attachment C - Agreement and Change Order](#)

7.f. CONSIDERATION OF RESOLUTION NO. 20-56, APPROVING A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY OF SOUTH EL MONTE AND THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG) FOR PARTICIPATION IN THE SAN

**GABRIEL VALLEY REGIONAL PILOT E-BIKE SHARE PROGRAM
(PILOT PROGRAM)**

On October 8, 2019, the City Council adopted Ordinance No. 1238, incorporating Chapter 10.26 (Pilot E-Bike Share Program) and amending Title 10 (Vehicles and Traffic) of the South El Monte Municipal Code to enable a Pilot E-Bike Share Program to be established and operated by a single E-Bike Share operator. Staff now seeks to enter into a MOA with the SGVCOG for participation in the Pilot Program.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-56, approving an MOA between the City of South El Monte and the SGVCOG for participation in the Pilot Program.

[Attachment A - Resolution No. 20-56](#)

[Attachment B - Memorandum of Agreement](#)

[Attachment C - Program Pricing](#)

[Attachment D - SGVCOG & Gotcha Agreement](#)

**7.g. CONSIDERATION OF RESOLUTION NO. 20-57, APPROVING
AMENDMENT NO.1 WITH THE SAUCE CREATIVE SERVICES, CORP.,
EXTENDING THE CONTRACT FOR A PERIOD OF THREE YEARS
AND INCREASING COMPENSATION TERMS BY \$173,359.80 FOR A
FIVE YEAR CONTRACT WITH A NOT-TO-EXCEED AMOUNT OF
\$285,938.28**

Staff is seeking to extend the contract with The Sauce Creative Services to an additional three years to March 27, 2023, due to the quality newsletter publishing services it has provided the City, with an increased compensation terms of \$173,359.80 for a five year contract with a not-to-exceed amount of \$285,938.28.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-57, approving Amendment No. 1 with The Sauce Creative Services, extending the contract for period of three years and increasing compensation terms by \$173,359.80 for a five year contract with a not-to-exceed amount of \$285,938.28

[Attachment A - Resolution No. 20-57](#)

[Attachment B - Amended Agreement](#)

**7.h. CONSIDERATION OF RESOLUTION NO. 20-58, APPROVAL OF THE
EMPLOYMENT AGREEMENT FOR CITY CLERK**

Adoption of Resolution No. 20-58, consenting to the appointment of Donna Schwartz as City Clerk and approving an employment agreement between the City of South El Monte and Donna Schwartz.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-58, approving an employment agreement with Donna Schwartz and consenting to her appointment as City Clerk.

[Attachment A - Resolution No. 20-58](#)

[Attachment B - City Clerk Employment Agreement](#)

7.i. CONSIDERATION OF RESOLUTION NO. 20-59, AWARDING AN AGREEMENT TO EMERGENCY PLANNING CONSULTANTS (EPC) TO PROVIDE CONSULTING SERVICES TO UPDATE THE CITY'S LOCAL HAZARD MITIGATION PLAN (LHMP) IN AN AMOUNT NOT TO EXCEED \$35,000

On April 14, 2020, the City Council approved a Request for Proposals for Consulting Services to Update the City's LHMP (RFP) and to solicit proposals. Proposals were due on May 4, 2020 at 2:00 p.m. in which a total of two (2) proposals were received. Staff seeks to award a contract to EPC to aid the city in updating its LHMP.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-59, awarding an agreement to EPC to provide consulting services to update the City's Local Hazard Mitigation Plan (LHMP) in an amount not to exceed \$35,000.

[Attachment A - Resolution No. 20-59](#)

[Attachment B - Agreement](#)

[Attachment C - Proposal](#)

7.j. CONSIDERATION OF RESOLUTION NO. 20-60, APPROVING AMENDMENT NO. 3 TO THE AGREEMENT WITH COUNCIL FOR WATERSHED HEALTH (CWH) FOR ADMINISTRATIVE OVERSIGHT SERVICES FOR THE MERCED AVENUE GREENWAY PROJECT (PROJECT) TO INCREASE COMPENSATION TERMS BY \$13,791 FOR A TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$751,697

CWH was contracted to provide administrative oversight services for the Project in an amount not to exceed \$724,756 in which services were effective from November 1, 2017 through June 30, 2019. Contract amendments have since been executed to extend the term of the contract and increase compensation terms to a total not to exceed contract amount of \$737,906. Staff now seeks to amend the contract to increase compensation for project design.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-60, approving Amendment No. 3 to the Agreement with CWH for Administrative Oversight Services for the

Project to increase compensation terms by \$13,791 for a total not-to-exceed contract amount of \$751,697.

[Attachment A - Resolution No. 20-60](#)

[Attachment B - Amendment No. 3](#)

8. PUBLIC HEARINGS

8.a. CONSIDERATION 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, RESOLUTION NO. 20-62, APPROVING MITIGATED NEGATIVE DECLARATION AND GENERAL PLAN AMENDMENT TO CHANGE THE EXISTING GENERAL PLAN LAND USE DESIGNATION FROM INDUSTRIAL TO MEDIUM DENSITY RESIDENTIAL

The proposed Ordinance No. 1247 will rezone the four parcels located at 2610-2634 Chico Avenue ("Property") from "Manufacturing" to "Multi Family Residential". The proposed Resolution No. 20-62 will change the Land Use designation of the Property from "Industrial" to "Medium Density Residential", to allow for the construction of 72 residential condominiums ("Project"). Along with the rezoning and land use change, a Mitigated Negative Declaration was prepared with a Mitigated Monitoring Program in association with the Project.

RECOMMENDED ACTION: Staff recommends that the City Council conduct the first reading of Ordinance No. 1247, Zone Change (No. 19-22) to change the zoning designation for properties located at 2610-2634 Chico Avenue and adopt Resolution No. 20-62 approving a Mitigated Negative Declaration and General Plan Amendment (No. 19-22) to change the Land Use designation.

[Attachment A - Ordinance No. 1247](#)

[Attachment B - Resolution No. 20-62](#)

[Attachment C - Initial Study and Mitigated Negative Declaration](#)

[Attachment D - Mitigated Monitoring Program](#)

9. GENERAL BUSINESS

9.a. SCHEDULING FISCAL YEAR 2020-21 BUDGET STUDY SESSION DATES

Each year the City performs budget workshop sessions to review the proposed annual budget for the new fiscal year. During this time, the City Council reviews the prior year budget to actual results, proposed revenues and expenditures, program activities, and assumptions used in developing

the budget. This item is to establish the dates and times for the upcoming budget workshop sessions.

RECOMMENDED ACTION: Staff recommends that the City Council select dates and times for the 2020-21 budget study sessions to be conducted prior to approval of the annual budget.

9.b. CONSIDERATION OF RESOLUTION NO. 20-61, AMENDING THE TRAFFIC THRESHOLD OF SIGNIFICANCE FOR CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO VEHICLE MILES TRAVELED (VMT) RATHER THAN LEVEL OF SERVICE (LOS)

Changes in CA state law require the City to adopt new CEQA thresholds of significance for transportation impacts. For the purposes of CEQA these changes will modify how the City evaluates projects for transportation impacts. Specifically, the City is required to use VMT instead of LOS as the metric to evaluate transportation impacts in CEQA documents such as Environmental Impact Reports. Outside of the CEQA process, the City can choose to continue to evaluate projects using the LOS metric. Based on guidance provided through an implementation process led by the San Gabriel Council of Governments, City staff have prepared new CEQA transportation impact thresholds. This report summarizes the CA state mandate that requires modifying the CEQA thresholds, discusses the City staff recommendations, and includes a draft Resolution to adopt the new CEQA transportation thresholds.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-61, finding that the action is exempt from CEQA and adopt the proposed thresholds of significance.

[Attachment A - Resolution No. 20-61](#)

[Attachment B - List of Projects](#)

[Attachment C - Low VMT Areas](#)

[Attachment D - Transit Priority Map](#)

9.c. CREATION OF THE SOUTH EL MONTE HOMELESS SERVICES COMMITTEE

Due to the ongoing increase in the number of homeless individuals in the City of South El Monte and the uncertainty of housing affordability from the negative impacts of the COVID19 pandemic, the City Council wishes to create the South El Monte Homeless Services Committee to find solutions to combat homelessness in the City.

RECOMMENDED ACTION: Staff recommends that the City Council review, discuss and provide feedback on the proposed South El

Monte Homeless Services Committee that will establish a community-wide approach to combating homelessness in the City. The discussion will include topics such as the member selection process, the frequency of meetings and the role of committee members.

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

11.a. CORRESPONDENCE FROM THE SOUTH EL MONTE HIGH SCHOOL CHEER SQUAD REQUESTING SPONSORSHIP FOR EQUIPMENT, DUE TO LACK OF FUNDING OPPORTUNITIES FROM COVID-19

South El Monte High School is a 501(c)(3) Non-Profit institution, the school and sports departments depend on fundraising to supplement costs of equipment, events and supplies.

RECOMMENDED ACTION: Staff recommends that the City Council review the request from South El Monte High School Cheer and adhere to the \$500 limit set forth by City Council action.

[Request Letter](#)

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR PRO TEM GRACIE RETAMOZA

1. Update on the Services Provided by Costar and HDL

12.b. COUNCILMEMBER MANUEL ACOSTA

1. Consideration of Sponsoring The El Monte Promise Foundation in collaboration with El Monte Union High School District to raise \$10,000 for graduation banners and signs recognizing the Class of 2020. Deadline is June 10, 2020.

12.c. MAYOR GLORIA OLMOS

1. Discussion of waiving the traffic control fees of the \$1,600 for the cost of the Shively Middle School, Valle Lindo School District, 8th Grade Promotion Parade scheduled for Friday, June 12, 2020.
2. Set No Tolerance Policy & Procedures for any type of racial discrimination by law enforcement personnel assigned to South El Monte.
3. Advise South El Monte businesses of the opportunity to partner with Greater El Monte Hospital to accommodate large groups for COVID-19 testing.

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