

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
Adrian Garcia, City Clerk
Masami Higa, Director of Finance

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL

AGENDA

November 12, 2024, 6:00 PM
1415 Santa Anita Avenue, South El Monte, CA 91733

PUBLIC COMMENT

Those wishing to participate during Public Comment may do so in person at the South El Monte City Hall Council Chambers, or may submit written public comments by emailing sem.cityclerk@soelmonte.org. Emailed public comments are due by 5:00 p.m., and should be limited to no more than 250 words. Written public comments will be provided to the City Council and will be part of the record but will not be read aloud.

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.

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:

Adrian Garcia, MMC, City Clerk
Ph (626) 443-4928
Cell (626) 926-3071

Sabrina A. Muhne, Deputy City Clerk
Ph (626) 652-3121
Cell (626) 374-1998

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

Councilmember Manuel Acosta

3. INVOCATION

Pastor Patricia Garrett, Faith Dominion Church

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

7. CONSENT CALENDAR

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

7.a. CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF OCTOBER 22, 2024

Staff is requesting approval of Minutes for the October 22, 2024, Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the October 22, 2024, Regular City Council Meeting.

Consent Calendar Items 7.b. through 7.d. next page.

CONSENT CALENDAR (CONTINUED)

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-234, APPROVING WARRANTS FOR THE PERIOD OF OCTOBER 23, 2024, THROUGH NOVEMBER 12, 2024

Authorizing payment of City expenditures for the period of October 23, 2024, through November 12, 2024, totaling \$2,288,087.10.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 24-234, authorizing payment of City expenditures.

7.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-235, APPROVING PROJECT ACCEPTANCE AND NOTICE OF COMPLETION FOR THE TRAFFIC SIGNAL IMPROVEMENTS AT VARIOUS SIGNALIZED INTERSECTIONS PROJECT (HSIPL-5352(020)).

On August 28, 2023, the Engineering Department solicited bids for the Traffic Signal Improvements at Various Intersections Project. On October 10, 2023, Elecnor Belco Electric, Inc. ("Contractor") was awarded a construction contract for the Traffic Signal Improvements at Various Signalized Intersections Project. The final cost for the construction work completed by Elecnor Belco Electric, Inc. is \$470,416.17.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-235, accepting the completion for the Traffic Signal Improvements at Various Signalized Intersections 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.

7.d. AUTHORIZATION TO REJECT BID RECEIVED IN RESPONSE TO FORECLOSURE REGISTRATION PROGRAM RFP AND RE-SOLICIT PROPOSALS FOR THE FORECLOSURE OF ABANDONED PROPERTIES PROGRAM

Staff seeks authorization to both reject the response to the Foreclosure Registration Program that was issued on August 1, 2024 and re-solicit proposals for the Foreclosure Registration Program.

RECOMMENDED ACTION: Staff recommends City Council authorize staff to both reject the response that was received and re-solicit the RFP for the Foreclosure of Abandoned Properties program.

Consent Calendar Items 7.e. and 7.d. next page.

CONSENT CALENDAR (CONTINUED)

7.e. CONSIDERATION FOR AUTHORIZATION TO ADVERTISE NOTICE INVITING BIDS (NIB) FOR SOUTH EL MONTE SYSTEMIC SAFETY IMPROVEMENTS AT SIGNALIZED INTERSECTIONS (HSIP CYCLE 11 PROJECT)

Staff seeks City Council approval to advertise for construction bids for South El Monte Systemic Safety Improvements at Signalized Intersections (HSIP Cycle 11 Project).

RECOMMENDED ACTION: Staff recommends City Council approve the construction bid package to solicit bids for South El Monte Systemic Safety Improvements at Signalized Intersections (HSIP Cycle 11 Project).

7.f. AUTHORIZATION TO RE-ISSUE REQUEST FOR PROPOSALS (RFP) FOR THE ADMINISTRATION OF THE CALHOME OWNER-OCCUPIED HOME REPAIR PROGRAM AND THE FIRST TIME HOMEBUYER'S PROGRAM

Staff seeks authorization to re-solicit proposals for the CalHome Owner-Occupied Home Repair Program and the Permanent Local Housing Allocation (PLHA) First Time Home Buyer Program, that was initially issued on August 1, 2024.

RECOMMENDED ACTION: Staff recommends City Council authorize staff to reissue the RFP to solicit proposals to administer the CalHome Owner-Occupied Home Repair program and the First Time Home Buyer Program.

8. PUBLIC HEARINGS - None

9. GENERAL BUSINESS

9.a. CONTINUED FROM THE REGULAR CITY COUNCIL MEETING OF OCTOBER 8, 2024 - CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-236, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE AN AGREEMENT WITH MOBILITY DEVELOPMENT OPERATIONS, LLC (MDO) TO ALLOW THEM TO USE SIX DESIGNATED ELECTRIC VEHICLE CHARGING PARKING SPACES FOR THE OPERATION OF AN ELECTRIC VEHICLE CAR SHARING PROGRAM.

Staff seeks City Council approval to execute an agreement with Mobility Development Operations, LLC (MDO) to allow them to use six designated electric car charging parking spaces for the operation of an electric vehicle car sharing program.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 24-236 to execute an Agreement for the use of six electric vehicle charging stations with Mobility Development Operations, LLC; and
2. Authorize the City Manager or designee to execute the agreement.

General Business Items 9.b. and 9.c. next page.

GENERAL BUSINESS (CONTINUED)

9.b. **CONSIDERATION AND APPROVAL OF THE CITY'S 2025 SPECIAL EVENTS CALENDAR**

The City's 2025 Special Events Calendar includes recommended dates, times, and locations for the City-sponsored events held by the Community Services Department. All scheduled events are subject to modifications, date changes, and/or cancellations.

RECOMMENDED ACTION: Staff recommends City Council consider and approve the City's 2025 Special Events Calendar.

9.c. **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-237, APPROVING AWARD OF CONSTRUCTION CONTRACT TO TORO ENTERPRISES, INC. FOR SAFE ROUTES TO SCHOOL PEDESTRIAN SAFETY PROJECT, ATP CYCLE 5, ATPL-5352(023)**

On September 30, 2024, the Engineering Department solicited bids for the Safe Routes to School Pedestrian Safety Project, ATP Cycle 5, ATPL-5352(023). The work involves installation of pedestrian safety upgrades at signalized intersections and uncontrolled crosswalks including rectangular rapid flash beacons ("RRFBs"), pedestrian push buttons, countdown systems, overhead pedestrian signal systems, speed radar feedback signs, pedestrian ramps, signage, crosswalks and striping around schools and major destinations. The lowest responsive bid was submitted by Toro Enterprises, Inc. with the total base bid amount of \$1,794,169.80.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt and approve the plans and specifications for the Safe Routes to School Pedestrian Safety Project, ATP Cycle 5, ATPL-5352(023) Project;
2. Adopt and approve Resolution No. 24-237, awarding the Safe Routes to School Pedestrian Safety Project, ATP Cycle 5, ATPL-5352(023) Project contract to the lowest responsible, Toro Enterprises, Inc., for an amount of \$1,794,169.80 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.

General Business Items 9.d. and 9.e. next page.

GENERAL BUSINESS (CONTINUED)

9.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-238, AUTHORIZING THE PURCHASE OF THE TRANSPORTATION VEHICLE FROM ("MODEL 1") COMMERCIAL VEHICLES, INC.

The Senior Services and Transportation Division ("Division") is committed to improving mobility for seniors and individuals with disabilities by offering safe and efficient transportation services. The Division seeks approval to purchase a new 2023 BraunAbility Van Chrysler ("Voyager") with funding allocated through the Prop A- Dispatch Implementation Plan account included in the City's approved Fiscal Year (FY) 2024-2025 Budget.

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve Resolution No. 24-238, approving the purchase of the Voyager from Model 1; and
2. Authorize the City Manager to negotiate and execute all requisite documents for the purchase.

9.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-239, APPROVING A FACILITY USE AGREEMENT BY AND BETWEEN THE CITY OF SOUTH EL MONTE AND CALIFORNIA STATE UNIVERSITY, NORTHRIDGE

The proposed Facility Use Agreement ("Agreement") by and between the City of South El Monte ("City") and California State University, Northridge ("CSUN") will allow CSUN to rent the City Hall Council Chambers ("Chambers") as an off-site campus that offers customized masters and graduate programs on select Fridays effective August 29, 2025 to August 17, 2026, from 9:00 a.m. to 1:00 p.m.

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve Resolution No. 24-239, approving the Agreement; and
2. Authorize the City Manager or his designee to execute the Agreement

General Business Items 9.f. through 9.h. next page.

GENERAL BUSINESS (CONTINUED)

- 9.f. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-240, APPROVING AWARD OF PROFESSIONAL SERVICES AGREEMENT (PSA) TO CSG CONSULTANTS TO PROVIDE PEER REVIEW OF AN ENVIRONMENTAL IMPACT REPORT AND RELATED TECHNICAL STUDIES IN CONJUNCTION WITH THE DEVELOPMENT OF 825 LEXINGTON-GALLATIN ROAD.**

CSG Consultants was selected as the most qualified consultant based on their experience, proposal quality, project understanding, schedule, and cost-effectiveness to provide a third-party independent review of an environmental impact report for 825 Lexington-Gallatin Road.

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve Resolution No. 24-240, awarding PSA to CSG Consultants for consulting services to peer review an environmental impact report and technical studies, in an amount not to exceed \$40,000; and
2. Authorize the City Manager or his designee to negotiate and execute the agreement.

- 9.g. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-241, APPROVING AND AGREEMENT BETWEEN THE CITY OF SOUTH EL MONTE AND KEYSER-MARSDEN TO REVIEW HOMEBUYER APPLICATIONS AND PROVIDE GENERAL ADVICE TO THE CITY WITH RESPECT TO AFFORDABLE HOUSING DOCUMENTS FOR THE PROPERTY LOCATED AT 2540 ROSEMEAD BOUELVARD (KB HOMES).**

This item will be provided under separate cover.

RECOMMENDED ACTION:

- 9.h. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 24-242, ADOPTING AMENDED AND RESTATED PAY SCHEDULES FOR THE CITY'S NON-REPRESENTED EXECUTIVE AND PART-TIME EMPLOYEES**

On September 24, 2024, the City Council approved Resolution No. 24-226, approving cost of living adjustments for non-represented executive and part-time employees. This resolution will update the salary range of the Public Works Director position to be consistent with other non-represented executive positions.

RECOMMENDED ACTION: Staff recommends City Council consider adopting Resolution No. 24-242, approving a revised monthly salary schedule for executives (non-represented).

End of General Business.

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

11.a. LETTER FROM SOUTH EL MONTE NATIONAL LITTLE LEAGUE REQUESTING A FACILITY FEE WAIVER FOR THE USE OF NEW TEMPLE PARK FIELDS, MARY VAN DYKE PARK COMMUNITY ROOM, SENIOR CENTER DINING ROOM, CONSIDERATION TO WAIVE THE PARK LIGHTING FEES, AND CONSIDERATION TO WAIVE THE FEES FOR THE INSTALLATION AND TEAR DOWN OF FIELD FENCES

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

RECOMMENDED ACTION: Staff recommends City Council:

1. Discuss and consider the facility reservation fee waiver request for the use of the New Temple Park fields, Senior Center Dining Room, and Mary Van Dyke Community Room for the estimated amount of \$33,600.00;
2. Discuss and consider the request to waive the light fees in the estimated amount of \$7,740.00; and
3. Discuss and consider waiving the associated labor cost incurred to install and remove five (5) fences at New Temple Park in the estimated amount of \$4,700.00.

11.b. LETTER FROM THE SOUTH EL MONTE EMPLOYEES ASSOCIATION (SEMEA) REQUESTING SPONSORSHIP FOR THE ANNUAL SOUTH EL MONTE EMPLOYEE HOLIDAY RECOGNITION DINNER

The South El Monte Employees Association is requesting a \$5,000 sponsorship for the Annual South El Monte Employee Holiday Recognition Dinner, which includes complimentary tickets and acknowledgment of sponsorship signs placed on dinner tables.

RECOMMENDED ACTION: Staff recommends City Council discuss and consider sponsorship in the amount of \$5,000 for the Annual South El Monte Employee Holiday Recognition Dinner.

Correspondence Item 11.c. next page

CORRESPONDENCE (CONTINUED)

11.c. LETTER FROM EPIPHANY CATHOLIC CHURCH REQUESTING A FEE WAIVER FOR A TEMPORARY USE PERMIT AND CITY STAFF TIME FOR THEIR ANNUAL OUR LADY OF GUADALUPE PROCESSIONS

Epiphany Church is requesting a fee waiver for a Temporary Use Permit (TUP) and for City staff time dedicated to public safety support during its annual "Our Lady of Guadalupe" processions, scheduled from Monday, December 2, 2024, through Wednesday, December 11, 2024.

RECOMMENDED ACTION: Staff recommends City Council to discuss and consider approving the fee waiver request submitted by Epiphany Catholic Church, totaling \$3,770.

12. COUNCILMEMBERS' AGENDA

12.a. COUNCILMEMBER RUDY BOJORQUEZ

1. Consideration and Approval to add two (2) additional golf carts to invite the Valle Lindo and Mountain View School Boards on our Annual Christmas ride along with Santa.

13. CLOSED SESSION

13.a. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1) - (one case)

Richard Brown vs. City of South El Monte Code Enforcement
LA Superior Court, Case No. 24PDSC02133

14. ADJOURNMENT

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, December 10, 2024, at 6:00 p.m.

I, Adrian Garcia, MMC, 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 November 7, 2024.



Adrian Garcia, MMC