

Gloria Olmos, Mayor
Rudy Bojorquez, Mayor Pro Tem
Manuel Acosta, Councilmember
Hector Delgado, Councilmember
Larry Rodriguez, Councilmember



Rene Salas, City Manager
Susie A. Altamirano, Interim 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

January 14, 2025, 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 \$500 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, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos

2. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Rudy Bojorquez

3. INVOCATION

Mr. Mark Ramos

4. PRESENTATIONS

4.a. Certificates of Recognition Presented to the Winners of the LA County Library Foundation's "45th Annual Bookmark Contest"

4.b. Awards Presented to the 2024 Holiday Home Decorating Contest Winners

4.c. Presentation of Years of Service Awards to City Employees

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 Items 7.a. through 7.d. next page.

CONSENT CALENDAR (CONTINUED)

7.a. CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF NOVEMBER 12, 2024, AND DECEMBER 10, 2024, AND THE SPECIAL CITY COUNCIL MEETING MINUTES OF DECEMBER 16, 2024

Staff is requesting approval of Minutes for the Regular City Council Meetings of November 12, 2024, December 10, 2024, and the Special City Council Meeting of December 16, 2024.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the Regular City Council Meetings of November 12, 2024, December 10, 2024, and the Special City Council Meeting of December 16, 2024.

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-001, APPROVING WARRANTS FOR THE PERIOD OF DECEMBER 11, 2024, THROUGH JANUARY 14, 2025

Authorizing payment of City expenditures for the period of December 11, 2024, through January 14, 2025, totaling \$2,833,987.69.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-001, authorizing payment of City expenditures.

7.c. CONSIDERATION TO APPROVE A REQUEST FOR PROPOSALS (RFP) FOR THE CITY OF SOUTH EL MONTE TO SOLICIT PROPOSALS FOR CITY ATTORNEY SERVICES

Acting on the direction given by the City Council, staff is formally requesting for the City Council to consider and approve the release and circulation of an RFP for City Attorney Services to the City of South El Monte.

RECOMMENDED ACTION: Staff recommends that the City Council consider this request and direct staff to proceed with a RFP to solicit bids for City Attorney Services.

7.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-002, APPROVING FIRST AMENDMENT TO THE CONTRACT SERVICES AGREEMENT WITH WEST & ASSOCIATES ENGINEERING, INC. TO PROVIDE CONSTRUCTION PHASE SUPPORT SERVICES FOR SAFE ROUTES TO SCHOOL PEDESTRIAN SAFETY PROJECT, ATP CYCLE 5, ATPL-5352(023)

On November 12, 2024, the City Council awarded a construction contract to Toro Enterprises in the amount of \$1,794,169.80, and the construction work is scheduled to start in January 2025. The project involves installation of pedestrian safety upgrades at signalized intersections and uncontrolled crosswalks including 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 project plans, specifications and estimates were prepared by West & Associates Engineering, Inc. Staff

seeks City Council approval of a First Amendment to the Contract Services Agreement with West & Associates Engineering, Inc. to provide construction phase support services during construction.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 25-002, approving First Amendment to the Contract Services Agreement with West & Associates Engineering, Inc. to provide Construction Phase Support Services for Safe Routes To School Pedestrian Safety Project in the amount of \$15,000;
2. Appropriate \$15,000 of Measure M Local funds to the project for the proposed additional services; and
3. Authorize City Manager or designee to negotiate and execute the agreement.

7.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-003, APPROVING AMENDMENT NO. 2 TO THE MEMORANDUM OF AGREEMENT (MOA) WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG) FOR THE FOOD RECOVERY PROGRAM

On June 13, 2023, the City Council approved a 2-year agreement with the San Gabriel Valley Council of Governments (SGVCOG) to coordinate the implementation of an edible food recovery recycling and enforcement program for designated food generators. This is the 2nd amendment to the original agreement

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 25-003 adding 2nd amend to the current agreement with the San Gabriel Valley Council of Governments to continue to implement an edible food recovery recycling and enforcement program for designated food generators; and
2. Authorize City Manager or designee to negotiate and execute the agreement.

8. PUBLIC HEARINGS - None

9. GENERAL BUSINESS

9.a. SELECTION OF MAYOR PRO TEM

The City Council will consider appointing a Mayor Pro Tem from among its members. The term of office shall be one year, or until the City Council selects a successor.

RECOMMENDED ACTION: Staff recommends City Council select a Mayor Pro Tem from among its members for a term of one year.

General Business Items 9.b. through 9.e. next page.

GENERAL BUSINESS (CONTINUED)

9.b. APPOINTMENT OF ADVANCEMENT OF WOMEN AND GIRLS COMMISSIONERS

Appointments to be made to the Advancement of Women and Girls Commission, which is a five-member commission. Current terms expired on December 31, 2024.

RECOMMENDED ACTION: Staff recommends City Council consider appointing five individuals seeking re-appointment/appointment to the Advancement of Women and Girls Commission for a one-year term ending December 31, 2025.

9.c. APPOINTMENT OF COMMUNITY SERVICES COMMISSIONERS

Appointments to be made to the Community Services Commission, which is a five-member commission. Current terms expire on December 31, 2024.

RECOMMENDED ACTION: Staff recommends City Council consider appointing five individuals seeking reappointment/appointment to the Community Services Commission for a one-year term ending December 31, 2025.

9.d. APPOINTMENT OF PATRIOTIC COMMISSIONERS

Appointments to be made to the Patriotic Commission, which is a five-member commission. Current terms expired on December 31, 2024.

RECOMMENDED ACTION: Staff recommends City Council consider appointing five individuals seeking re-appointment/appointment to the Patriotic Commission for a one-year term ending December 31, 2025.

9.e. APPOINTMENT OF PLANNING COMMISSIONERS

Appointments to be made to the Planning Commission, which is a five-member commission. Current terms expired on December 31, 2024.

RECOMMENDED ACTION: Staff recommends City Council consider appointing five individuals seeking reappointment/appointment to the Planning Commission for a one-year term ending December 31, 2025.

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

GENERAL BUSINESS (CONTINUED)

9.f. CONSIDERATION AND APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR INTERIM CITY ATTORNEY SERVICES BETWEEN THE CITY AND OLIVAREZ MADRUGA LAW ORGANIZATION, LLP

Staff is seeking City Council approval of the Professional Services Agreement for Interim City Attorney Services.

RECOMMENDED ACTION: Staff recommends City Council:

1. Consider and approve the Professional Services Agreement for Interim City Attorney Services between the City of South El Monte and Olivarez Madruga Law Organization, LLP, to continue to provide interim City Attorney Services to the City, City Council and its Boards and Commissions while the City recruits a new permanent City Attorney. Consideration and approval are in accordance with Government Code Sections 53262, 54953(c)(3) and 54956(b); and
2. Authorize the City Manager to make nonmaterial changes and execute all implementing documents.

9.g. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-004, ADOPTING AN INJURY AND ILLNESS PREVENTION PROGRAM OR PLAN ("IIPP")

California Code of Regulations, Title 8, Chapter 4, Section 3203 of the General Industry Safety Orders & Section 1509 of the Construction Safety Orders require the establishment of an Injury and Illness Prevention Program ("IIPP" or "Plan").

RECOMMENDED ACTION: Staff recommends City Council consider adopting Resolution No. 25-004, adopting an Injury and Illness Prevention Program or Plan ("IIPP").

9.h. CONSIDERATION AND APPROVAL OF RESOLUTION 25-005, 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" or "Plan") by July 1, 2024. Staff is requesting the City Council consider adopting a Workplace Violence Prevention Plan 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 Workplace Violence Prevention Plan is approved by the City Council, City management will initiate and complete the required meet and confer with both Bargaining Units within the City and will timely provide required training regarding the adopted Workplace Violence Prevention Plan.

GENERAL BUSINESS (CONTINUED)

Item 9.h.

RECOMMENDED ACTION: Staff recommends City Council consider adopting Resolution No. 25-005, adopting and approving the Workplace Violence Prevention Policy.

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 THE MONTEBELLO BREWERS CORPORATION REQUESTING A FACILITY FEE WAIVER FOR THE USE OF DEAN L. SHIVELY PARK FIELD AND NEW TEMPLE PARK FIELDS AND CONSIDERATION TO HOST TWO BASEBALL TOURNAMENTS IN 2025

The Montebello Brewers Baseball Corporation ("Brewers") is requesting a facility fee waiver for the use of Dean L. Shively Park ("Shively") field and New Temple Park ("New Temple") fields to host their 2025 season's practices and games. In addition, the Brewers are requesting approval to host two (2) baseball tournaments.

RECOMMENDED ACTION: Staff recommends City Council discuss and consider:

1. The facility fee waiver request for the use of Shively Park and New Temple Park fields for the estimated amount of \$35,425.00; and
2. Approval to host two baseball tournaments.

12. COUNCILMEMBERS' AGENDA

12.a. Mayor Gloria Olmos

1. For Southern California Edison to cruise and fix streetlights that are out.
2. Have Code Enforcement contact the owner of the Chaparrito Restaurant area to fix all burnt-out lights in the parking lot; it is extremely dark there.
3. Have Code Enforcement cruise the area and ensure all political signs are down.

RECOMMENDATION: Discussion and/or action.

Councilmember's Agenda Items 12.a. and 12.b. next page.

COUNCILMEMBER'S AGENDA (CONTINUED)

12.b. Councilmember Larry Rodriguez

1. Consideration of establishing a Homelessness Commission.
2. Consideration of Implementing the Flags of Valor Memorial to City Events.

RECOMMENDATION: Discussion and/or action.

12.c. Councilmember Hector Delgado

1. Discussion/Action/Direction on considering changing city council meeting days to the first and third Tuesdays of the month.
2. Consideration/Action on support for the El Monte/South El Monte Emergency Resources Association request for funding.
3. Consideration/Action on support for South El Monte Beat the Streets Wrestling Program request for funding.

13. CLOSED SESSION

13.a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: City Manager pursuant to Government Code Section 54957(b)(1).

13.b. CONFERENCE WITH LABOR NEGOTIATORS - Title: City Manager pursuant to Government Code Section 54957.6(a).
Agency designated representatives: Mayor and City Council
Unrepresented Employee: City Manager

14. ADJOURNMENT

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, January 28, 2025, at 6:00 p.m.

CERTIFICATION

I, Adrian Garcia, MMC, City Clerk of the City of South El Monte, or my designee, hereby certify under penalty of perjury that a true, accurate copy of the foregoing agenda was posted on this January 9, 2025, seventy-two (72) hours prior to the meeting per Government Code 54954.2 at the following locations: City of South El Monte City Hall, Senior Center and Community Center and made available at www.cityofsouthelmonte.org.



Adrian Garcia, MMC