

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

March 4, 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 first and third 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, Bojorquez, Rodriguez, Mayor Pro Tem Delgado, and Mayor Olmos

2. PLEDGE OF ALLEGIANCE

Councilmember Larry Rodriguez

3. INVOCATION

Alex Miramontes, Epiphany Catholic Church

4. PRESENTATIONS

4.a. Certificates of Recognition to the El Monte/South El Monte Jets Football Team for Winning the SGVJAAFC Citrus League Champions, Undefeated 8-0.

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 FEBRUARY 18, 2025

Staff is requesting approval of Minutes for the February 18, 2025, Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the February 18, 2025, Regular City Council Meeting.

Consent Calendar Items 7.b. and 7.c. next page.

CONSENT CALENDAR (CONTINUED)

7.b. **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-021, APPROVING WARRANTS FOR THE PERIOD OF FEBRUARY 19, 2025, THROUGH MARCH 4, 2025**

Authorizing payment of City expenditures for the period of February 19, 2025, through March 4, 2025, totaling \$1,714,750.42.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-021, authorizing payment of City expenditures.

7.c. **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-022, APPROVING ACCEPTANCE OF FUNDS FROM THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) AND ALLOCATION OF FUNDS TO THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

The California Department of Housing and Community Development (HCD) requires entitlement jurisdictions to use their allocation of Permanent Local Housing Allocation (PLHA) Grant Program for eligible housing related projects and programs to assist in addressing the unmet housing needs of our community, in addition to assisting persons who are experiencing homelessness. The City was allocated \$103,037 for Year 5 by a formula grant by the Los Angeles County Development Authority (LACDA).

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 25-022, approving the 2023-24 allocation of Community Development Block Grant-Permanent Local Housing Allocation (CDBG-PLHA) Program Year 5 funds, as outlined; and
2. Authorize City Manager or designee to execute any and all documents necessary to further the potential projects approved herein, including but not limited to amendments and modifications for CDBG projects with the Los Angeles County Development Authority (LACDA).

ENVIRONMENTAL ANALYSIS: The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), and 15378. Approving and allocating funds for eligible housing projects is an administrative action that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

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

CONSENT CALENDAR (CONTINUED)

7.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-023, AWARDING A PROFESSIONAL SERVICES AGREEMENT (PSA) TO HERA PROPERTY REGISTRY TO ADMINISTER THE FORECLOSURE REGISTRATION PROGRAM

Staff seeks City Council approval to award a Professional Services Agreement (PSA) to Hera Property Registry as the responsive, responsible bidder to administer and implement the Foreclosure Registration Program.

RECOMMENDED ACTION: Staff recommends City Council

1. Adopt Resolution No. 25-023, awarding a Professional Services Agreement to Hera Property Registry to administer and implement the Foreclosure Registration Program; and
2. Authorize the City Manager to execute the agreement, and allow Hera Property Registry to retain an agreed-upon amount of the registration fees collected.

ENVIRONMENTAL ANALYSIS: The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), and 15378. Approving and allocating funds for eligible housing projects is an administrative action that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a “project” subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

7.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-024, AUTHORIZING THE FILING OF AN APPLICATION TO THE STATE OF CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (HCD) FOR THE CALHOME PROGRAM TO HELP OWNER OCCUPIED OWNERS WITH HOME REPAIRS AND THE FIRST-TIME HOMEBUYER PROGRAM

The City of South El Monte seeks City Council approval to apply for \$2,525,000 in CalHome Program funding from the California Department of Housing and Community Development (HCD). These funds will be used to administer the Owner-Occupied Rehabilitation Program and First-Time Homebuyer Program, which provide financial assistance to eligible low- and very low-income households through deferred payment loans and mortgage assistance. The City has already secured a consultant to administer the programs and will utilize these funds to support program implementation.

Consent Calendar Items 7.e. (Continued) through 7.h. next page.

CONSENT CALENDAR (CONTINUED)

Item 7.e.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-024, authorizing the City Manager or designee to apply for CalHome Grant funding in the amount of \$2,525,000 to assist homeowners with rehabilitation and first-time homebuyer down payment assistance. If awarded, the City Manager or designee will be authorized to execute all necessary agreements, subject to City Attorney approval.

7.f. **AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS – SOUTH EL MONTE CITY HALL RESTROOM REHABILITATION PROJECT (CDBG)**

This item will authorize the publishing of a Notice of Inviting Sealed Bids for the South El Monte City Hall Restroom Rehabilitation Project, Community Development Block Grant (CDBG).

RECOMMENDED ACTION: Staff recommends City Council authorize City Staff to publish the Notice of Inviting Sealed Bids for the South El Monte City Hall Restroom Rehabilitation Project (CDBG).

7.g. **CONSIDERATION AND ADOPTION OF SECOND READING OF ORDINANCE NO. 1280, AMENDING SOUTH EL MONTE'S MUNICIPAL CODE SECTIONS 2.48.020 AND 2.48.130 OF CHAPTER 2.48 TO INCREASE THE NUMBER OF COMMISSIONERS ON THE COMMUNITY SERVICES COMMISSION FROM FIVE TO SEVEN COMMISSIONERS AND AMENDING SECTIONS 2.50.020 AND 2.50.100 OF CHAPTER 2.50 REMOVING AGE RESTRICTIONS**

Staff is seeking City Council to adopt second reading of Ordinance No. 1280, amending South El Monte's Municipal Code sections 2.48.020 and 2.48.130 of chapter 2.48 to increase the number of commissioners on the Community Services Commission from five to seven commissioners and amending sections 2.50.020 and 2.50.100 of chapter 2.50 removing age restrictions.

RECOMMENDED ACTION: Staff recommends City Council waive second reading and adopt Ordinance No. 1280, amending South El Monte's Municipal Code sections 2.48.020 and 2.48.130 of chapter 2.48 to increase the number of commissioners on the Community Services Commission from five to seven commissioners and amending sections 2.50.020 and 2.50.100 of chapter 2.50 removing age restrictions.

7.h. **CONSIDERATION AND APPROVAL OF PROFESSIONAL PUBLIC WORKS SERVICES WITH TIERRA WEST ADVISORS, INC.**

The City is in need of interim Public Works while recruitment for a permanent Public Works Director is being conducted. Tierra West Advisors, Inc. has provided a proposal to temporarily provide Public Works Director for the city.

Consent Calendar Items 7.h. (Continued) next page.

CONSENT CALENDAR (CONTINUED)

Item 7.h.

RECOMMENDED ACTION: Staff recommends approving the attached agreement for Public Works Director services provided by Tierra West Inc. in the not-to-exceed amount of \$95,000 and for an additional three (3) months of services if needed for an aggregate not-to-exceed amount of \$190,000.

8. PUBLIC HEARINGS

- 8.a. **CONTINUED FROM THE FEBRUARY 18, 2025, REGULAR CITY COUNCIL MEETING - APPEAL OF PLANNING COMMISSION RESOLUTION NO. 24-09, ADOPTING A MITIGATED NEGATIVE DECLARATION AND APPROVAL OF CONDITIONAL USE PERMIT NO. CUP 21-13 TO ALLOW FOR THE DEVELOPMENT OF A NEW 156,877 SQUARE FOOT WAREHOUSE BUILDING TO BE LOCATED AT 2222 ROSEMEAD BOULEVARD**

RECOMMENDED ACTION: Pursuant to Government Code Section 54955.1 this hearing has been continued to March 18, 2025.

9. GENERAL BUSINESS

- 9.a. **CONTINUED FROM THE FEBRUARY 18, 2025, REGULAR CITY COUNCIL MEETING - APPOINTMENT OF COUNCIL DELEGATES/ALTERNATES TO VARIOUS ORGANIZATIONS, AGENCIES AND SUB-COMMITTEES**

Staff seeks City Council approval of appointments to various Organizations, Agencies and Sub-Committees.

RECOMMENDED ACTION: Staff Recommends that the City Council discuss and make appointments.

- 9.b. **DISCUSSION AND DIRECTION REGARDING VACANCY ON THE PATRIOTIC COMMISSION**

City Council to discuss and provide staff direction on vacancy.

RECOMMENDED ACTION: Staff Recommends City Council discuss and provide staff direction.

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 Hector Delgado

1. For the State of the City event, direct staff to use all sponsorship dollar donations for scholarships and to use general funds to pay for the event, including rental hall, giveaways, and food.

13. CLOSED SESSION

13.a. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL INITIATION OF LITIGATION

Government Code Sections 54956.9(d)(2) & (e)(1)) A point has been reached where, in the opinion of the City Council, on the advice of its legal counsel, there is significant exposure to litigation against the City, based on existing facts and circumstances which the City believes are not yet known to potential plaintiff or plaintiffs Number of Potential Cases: 1

13.b. PUBLIC EMPLOYEE APPOINTMENT - Title: City Attorney pursuant to Government Code Section 54957(b)(1).

14. ADJOURNMENT

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, March 18, 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 February 27, 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