

Gloria Olmos, Mayor/Chair
Hector Delgado, Mayor Pro Tem/ Vice Chair
Manuel Acosta, Councilmember/
Boardmember
Rudy Bojorquez, Councilmember/
Boardmember
Larry Rodriguez, Councilmember/
Boardmember



Rene Salas, City Manager/Executive
Director
Susie A. Altamirano, City
Attorney/General Counsel
Adrian Garcia, City Clerk/Secretary
Masami Higa, Director of
Finance/Treasurer

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE SOUTH EL MONTE IMPROVEMENT DISTRICT

AGENDA

June 17, 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/Meeting-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 <https://www.cityofsouthelmonte.org/129/Meeting-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/Boardmembers: Acosta, Bojorquez, Rodriguez, Mayor Pro Tem/Vice Chair Delgado, and Mayor/Chair Olmos

2. PLEDGE OF ALLEGIANCE

Councilmember Manuel Acosta

3. INVOCATION

Pastor Benjamin Garrett, Faith Dominion Church

4. PRESENTATIONS

4.a. Certificate of Recognition for long-time South El Monte resident, Ms. Esther De La Rosa, on her 100th Centennial Birthday!!

4.b. Sheriff's Department Report for the Month of May 2025

4.c. Code Enforcement and Public Safety Department Report for the Months of April and May 2025

4.d. Public Works Department 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 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 - CITY COUNCIL

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 JUNE 3, 2025

Staff is requesting approval of Minutes for the June 3, 2025, Regular City Council Meeting.

CONSENT CALENDAR – CITY COUNCIL (CONTINUED)

RECOMMENDED ACTION: Staff is requesting approval of Minutes for the June 3, 2025, Regular City Council Meeting.

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-053, APPROVING WARRANTS FOR THE PERIOD OF JUNE 4, 2025, THROUGH JUNE 17, 2025

Authorizing payment of City expenditures for the period of June 4, 2025, through June 17, 2025, totaling \$1,639,504.96.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-053, authorizing payment of City expenditures.

7.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-054, APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF SOUTH EL MONTE AND PHOENIX GROUP INFORMATION SYSTEMS FOR CITATION PROCESSING AND ADMINISTRATION CITATION PROCESSING SERVICES

Since June 25, 2019, Phoenix Group Information Systems has provided citation processing and administration citation processing services for the City's Code Enforcement and Public Safety Divisions. Staff is recommending an extension to the current Professional Services Agreement through June 30, 2026, at the current not to exceed amount of \$55,000, to allow the City to undergo a Request for Proposals process.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-054, approving Amendment No. 1 to the Professional Services Agreement for Citation Processing Services between the City and Phoenix Group Information Systems.

7.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-055 APPROVING AMENDMENT NO. 1 TO THE CONTRACT SERVICES AGREEMENT BETWEEN THE CITY OF SOUTH EL MONTE AND WGJ ENTERPRISES INC. (DBA PCI) FOR CITYWIDE STRIPING MAINTENANCE SERVICES

On April 23, 2024, the City Council awarded an Agreement for Contract Services for citywide striping maintenance services to WGJ Enterprises, Inc. (dba PCI). The Public Works Department Street Maintenance Division has overseen the contract. A request to extend the agreement is being presented to the City Council.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-055 approving Amendment No. 1 to the Contract Services Agreement between the City and WGJ Enterprises, Inc., for citywide striping maintenance services.

Consent Calendar – City Council Items 7.e. and 7.f. next page.

CONSENT CALENDAR – CITY COUNCIL (CONTINUED)

7.e. APPROVAL TO SOLICIT REQUEST FOR PROPOSALS (RFP) FOR AN INFRASTRUCTURE VALUATION SERVICE IN ACCORDANCE WITH GASB 34 AND 51

Staff seeks City Council's approval to solicit proposals from qualified firms to provide an infrastructure valuation service in accordance with GASB 34 and 51.

RECOMMENDED ACTION: Staff recommends City Council approve the RFP for an infrastructure valuation service in accordance with GASB 34 and 51.

7.f. CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO SOLICIT PROPOSALS THROUGH THE REQUEST FOR PROPOSAL PROCESS (RFP) FOR A THIRD-PARTY INDEPENDENT REVIEW OF A MITIGATED NEGATIVE DECLARATION AND RELATED TECHNICAL STUDIES IN COMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

The City of South El Monte is requesting proposals from qualified professional firms to provide the City with a peer review of a Mitigated Negative Declaration report and related technical studies.

RECOMMENDED ACTION: Staff recommends City Council approve the issuance of a RFP to provide peer review of a Mitigated Negative Declaration (MND) and related technical studies RFP substantially in the form attached to the agenda report, subject to minor revisions by the City Attorney, and authorize the City to solicit proposals.

8. CONSENT CALENDAR - SUCCESSOR AGENCY

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 Board during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

8.a. CONSIDERATION AND APPROVAL OF THE SUCCESSOR AGENCY MEETING MINUTES FOR APRIL 15, 2025

Staff is requesting approval of the Minutes of the April 15, 2025, Successor Agency Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the Minutes of the April 15, 2025, Successor Agency Meeting.

9. PUBLIC HEARINGS

9.a. CONSIDERATION AND APPROVAL OF THE AB 2561 REQUIREMENTS

Effective January 1, 2025, AB 2561 requires public agencies to monitor and track job vacancies once per fiscal year and before the adoption of the final budget, present information about job vacancy status and the agency's recruitment and retention efforts at a public hearing before the governing body.

RECOMMENDED ACTION: Staff recommends City Council approve finding from staff that all AB 2561 requirements have been met.

10. GENERAL BUSINESS

10.a. FISCAL YEAR (FY) 2025-2026 ANNUAL BUDGET STUDY SESSION

On June 3rd, 2025, the City held its first FY25-26 Annual Budget Study Session. At that meeting, staff made a presentation to City Council summarizing the General Fund's FY25-26 Proposed Budget, its 5-Year Financial Forecast, and the causes of the main changes in those financial forecasts. The General Fund's FY25-26 Proposed Budget showed a deficit of \$448,744 and growing over the next five years. City Council and staff discussed, and agreed that the City must "tighten its belts" before pursuing any additional tax revenues.

RECOMMENDED ACTION: At the June 3rd FY25-26 Annual Budget Study Session, City Council raised various questions and proposed solutions for the City to "tighten its belts". Staff have gathered information to answer those questions and assessed the feasibility of the solutions proposed. Staff recommends City Council review the answers, discuss, and provide further direction to staff towards finalizing the FY25-26 budget.

10.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-056, ADOPTING THE CITY'S FISCAL YEAR (FY) 2025-26 GANN APPROPRIATION LIMIT

A Resolution to approve the FY 2025-26 for the City of South El Monte pursuant to Article XIII B of the State of California Constitution.

RECOMMENDED ACTION: City staff recommends City Council adopt Resolution No. 25-056, establishing the City's Appropriation (Gann) Limit at \$195,006,820 for FY 2025-26.

10.c. CONSIDERATION OF APPOINTMENTS TO HOMELESS COMMISSION

Appointments to be made to the Homeless Commission, which is a five-member commission.

RECOMMENDED ACTION: Staff recommends City Council consider appointing five individuals seeking appointment to the Homeless Commission.

11. 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.

12. CORRESPONDENCE - None

13. COUNCILMEMBERS' AGENDA

13.a. COUNCILMEMBER MANUEL ACOSTA

1. Discussion/Action: An ordinance be written to mitigate foul odors of tobacco and marijuana smoke.
2. Discussion/Action: Consider holding a Town Hall meeting with experts and organizations that have direct experience with cannabis and the impact cannabis businesses have on a community.

13.b. MAYOR GLORIA OLMOS

Discussion/Action: Consideration of purchasing benches with handles to be placed at the Community Center.

14. CLOSED SESSION

14.a. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION, Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one potential case).

15. ADJOURNMENT OF CITY COUNCIL AND SUCCESSOR AGENCY MEETING

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, July 1, 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 June 12, 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