

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



Rene Salas, City Manager
Susie A. Altamirano, 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

December 2, 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: Acosta, Bojorquez, Rodriguez, Mayor Pro Tem Delgado, and Mayor Olmos

2. PLEDGE OF ALLEGIANCE

Mayor Gloria Olmos

3. INVOCATION

Pastor Patricia Garrett, Faith Dominion Church

4. PRESENTATIONS

4.a. Presentation to the El Monte/South El Monte Jets Football teams for participation in the 2025 SGV Junior All-American Football Season.

4.b. Presentation of Certificates to the South El Monte High School Girls Volleyball team for their triumphant win at CIF Championships.

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 NOVEMBER 4, 2025

Staff is requesting approval of the Minutes for the November 4, 2025, Regular City Council Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the Minutes for the November 4, 2025, Regular City Council Meeting.

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-104, APPROVING WARRANTS FOR THE PERIOD OF NOVEMBER 13, 2025, THROUGH NOVEMBER 26, 2025

Authorizing payment of City expenditures for the period of November 13, 2025, through November 26, 2025, totaling \$1,371,060.50.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 25-104, authorizing payment of City expenditures.

7.c. INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING THE SOUTH EL MONTE MUNICIPAL CODE BY MODIFYING TITLE 15 THEREOF ADOPTING BY REFERENCE THE 2026 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), GREEN BUILDING STANDARDS CODE (TITLE 31), AND EXISTING BUILDING CODE (TITLE 33), WHICH ADOPTS BY REFERENCE, WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO, TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS.

Introduction and first reading of an ordinance amending the South El Monte Municipal Code by modifying Title 15 thereof, adopting by reference the 2026 Los Angeles County Building Code.

RECOMMENDED ACTION: Staff recommends City Council:

1. Introduce for first reading by title only and waive full reading of Ordinance No. 1286 (Attachment "A") amending the South El Monte Municipal Code by modifying Title 15 thereof adopting by reference the 2026 Los Angeles County Building Code (Title 26), Electrical Code (Title 27), Plumbing Code (Title 28), Mechanical Code (Title 29), Residential Code (Title 30), Green Building Standards Code (Title 31), and Existing Building Code (Title 33), thereby adopting by reference Title 24 of the California Code of Regulations with certain amendments, additions and deletions thereto; and

TITLE TO READ:

AN ORDINANCE OF THE CITY OF SOUTH EL MONTE AMENDING THE SOUTH EL MONTE MUNICIPAL CODE CHAPTERS 15.02, 15.04, 15.06, 15.08, 15.10, 15.12, AND 15.16 AND ADOPTING BY REFERENCE THE 2026 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), GREEN BUILDING STANDARDS CODE (TITLE 31), AND EXISTING BUILDING CODE (TITLE 33), WHICH ADOPTS BY REFERENCE Parts 2, 2.5, 3, 4, 5, 9, 10, and 11 OF TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

2. Schedule a public hearing for January 20, 2026, to consider adoption and second reading of the said Ordinance; and
3. Move to read by title only and approve Urgency Ordinance No. 1285-U (Attachment “B”) amending the South El Monte Municipal Code by modifying Title 15 thereof adopting by reference the 2026 Los Angeles County Building Code (Title 26), Electrical Code (Title 27), Plumbing Code (Title 28), Mechanical Code (Title 29), Residential Code (Title 30), Green Building Standards Code (Title 31), and Existing Building Code (Title 33), thereby adopting by reference Title 24 of the California Code of Regulations with certain amendments, additions and deletions thereto.

TITLE TO READ:

AN URGENCY ORDINANCE OF THE CITY OF SOUTH EL MONTE AMENDING THE SOUTH EL MONTE MUNICIPAL CODE CHAPTERS 15.02, 15.04, 15.06, 15.08, 15.10, 15.12, AND 15.16 AND ADOPTING BY REFERENCE THE 2026 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), GREEN BUILDING STANDARDS CODE (TITLE 31), AND EXISTING BUILDING CODE (TITLE 33), WHICH ADOPTS BY REFERENCE Parts 2, 2.5, 3, 4, 5, 9, 10, and 11 OF TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

7.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-105, APPROVING AND ADOPTING THE CITY OF SOUTH EL MONTE POLICY MANUAL AND REPEALING RESOLUTION NO. 83-2595

Staff seeks City Council consideration and approval of Resolution No. 25-105 adopting the *City of South El Monte Policy Manual* (“Policy Manual”).

RECOMMENDED ACTION: Staff recommends City Council approve Resolution No. 25-105, adopting the City of South El Monte Policy Manual. The Policy Manual was developed with the assistance of Lexipol, an external personnel consultant, which worked collaboratively with the City’s Human Resources Department to produce comprehensive and updated personnel rules.

7.e. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 25-106, APPROVING ACCEPTANCE OF FUNDS FROM THE CALIFORNIA DEPARTMENT OF JUSTICE (DOJ), TOBACCO GRANT PROGRAM FOR FY 2025-26

The California Department of Justice (DOJ) Tobacco Grant Program provides support for enforcement and educational activities to identify illegal tobacco vendors and retailers throughout the City to establish compliance with tobacco laws and ordinances to limit access and sales of

tobacco-related products to minors. The City was awarded \$291,235 in Tobacco Grant.

RECOMMENDED ACTION: Staff recommends City Council:

1. Adopt Resolution No. 25-106, accepting the DOJ Tobacco Grant; and
2. Authorize the City Manager to execute any and all documents necessary to further the award acceptance and compliance with the terms of the grant.

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.

9.b. CONSIDERATION AND APPROVAL OF APPOINTMENT/RE-APPOINTMENT OF REPRESENTATIVE TO THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Staff is requesting appointment.

RECOMMENDED ACTION: Staff is requesting reappointing Trustee Delgado or appointing a new trustee for a two (2) or four (4) Year Term.

9.c. CONSIDERATION AND APPROVAL OF THE CITY'S 2026 SPECIAL EVENTS CALENDAR

The City's 2026 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 cancelations

RECOMMENDED ACTION: Staff recommends City Council discuss and approve the proposed City's 2026 Special Calendar with the following changes:

1. The proposed 2026 Night Market Series; and
2. The proposed Fourth of July Celebration event; and
3. The proposed National Day of Prayer event; and
4. The proposed State of the City event; and
5. The proposed Women and Girls Empowerment Brunch; and
6. The proposed Meet and Greet with the South El Monte Special Assignment Officers.

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. COUNCILMEMBER MANUEL ACOSTA

Donate \$10,000 to Marian Outreach at Epiphany Church in South El Monte
Discussion/Action: Marian Outreach serves between 70 to 80 families, comprising of more than 260 individuals, with weekly food distribution within the South El Monte community. Given current economic conditions and the present uncertainty of government programs, food insecurity is keenly felt by our families. Lately, there has been a surge of more families coming to their door for assistance. A \$10,000 donation will help them continue serving our families in need. Marian Outreach is a 501(c)3 non-profit corporation.

13. CLOSED SESSION - None

14. ADJOURNMENT

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, January 20, 2026, 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 November 26, 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