

**CITY OF SOUTH EL MONTE
REGULAR MEETINGS AGENDA OF THE SOUTH EL MONTE CITY COUNCIL AND
THE SUCCESSOR AGENCY TO THE SOUTH EL MONTE IMPROVEMENT DISTRICT**

**MAY 26, 2020, 6:00 PM
COUNCIL CHAMBERS
1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733**

*****SPECIAL NOTICE REGARDING COVID-19*****

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 in response to the COVID-19 pandemic, which authorizes the City Council to hold public meetings via teleconferencing and waives all requirements of the Brown Act requiring the physical presence of Council Members, staff, or the public as a condition of participation in or quorum for a public meeting.

THIS IS A CITY COUNCIL MEETING BY TELECONFERENCE ONLY.

Members of the public will have access to listen to and participate in the meeting by calling-in at the information below. Teleconference participation shall be available to the public at the following USA Toll-Free number, 1-888-204-5987, Access Code: 9671457.

Members of the public wishing to submit a general comment or a comment on an agenda item, can email rjuarez@soelmonte.org or call (626) 579-6540 to leave a voicemail message. All comments received by 5:00 p.m. on Tuesday, May 26, 2020 will be added to the City Council agenda as part of the public comment. The public may also view a live telecast of the meeting online at www.cityofsouthelmonte.org.



**GLORIA OLMOS, MAYOR/CHAIRPERSON
GRACIE RETAMOZA, MAYOR PRO TEM/VICE CHAIRPERSON
MANUEL ACOSTA, COUNCILMEMBER/COMMISSIONER
RICHARD ANGEL, COUNCILMEMBER/COMMISSIONER
HECTOR DELGADO, COUNCILMEMBER/COMMISSIONER**

**ANTHONY R. TAYLOR, CITY ATTORNEY/GENERAL COUNSEL
RACHEL BARBOSA, CITY MANAGER/EXECUTIVE DIRECTOR
ROSE JUAREZ, CITY CLERK/SECRETARY**

1. **ROLL CALL** Councilmembers: Acosta, Angel, Delgado, Retamoza, (Mayor) Olmos
2. **PLEDGE OF ALLEGIANCE** Councilmember Hector Delgado
3. **INVOCATION** Deputy City Clerk, Paola Lara

4. **PRESENTATIONS**

4.a. **SHERIFF'S DEPARTMENT REPORT FOR THE MONTH OF APRIL**

The City Council will receive a report from the Sheriff's Department and discuss matters concerning law enforcement in the City.

[April Crime Statistics](#)

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 that is within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker may speak for up to five minutes. With respect to non-public hearing agenda items, speakers shall provide their comments at this time. With respect to public hearing agenda items, speakers are encouraged to speak during the public hearing if they want their comments to be included in the record of the public hearing. Unless a majority of the Council objects, the Mayor may provide to speakers more or less time to speak. Any documents for review should be presented to the City Clerk for distribution.

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. MINUTES

Staff seeks City Council approval of the Minutes of the Regular Meeting of April 28, 2020.

RECOMMENDED ACTION: Staff recommends that the City Council approve the above referenced minutes.

[Minutes](#)

7.b. WARRANTS

Authorizing payment of City expenditures for the period of May 13, 2020 through May 26, 2020 totaling \$363,511.79.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-47, authorizing payment of City expenditures.

[Resolution No. 20-47](#)

7.c. CONSIDERATION OF RESOLUTION NO. 20-48, APPROVING AMENDMENT NO. 5 AMENDING THE LOWER TIER SUBAWARD AGREEMENT BETWEEN HUNTINGTON CULINARY AND THE CITY OF SOUTH EL MONTE FOR THE ELDERLY NUTRITION PROGRAM

Staff seeks City Council approval to authorize an amendment to the Lower Tier Subaward Agreement with Huntington Culinary, Inc. to extend the term of the Agreement by one year, for an amount not to exceed \$235,654.20 for FY 20-21, matching the FY 19-20 award amount of \$235,654.20, to provide culinary services for the Elderly Nutrition Program.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-48 and Amendment No. 5, amending the Lower Tier Subaward Agreement between Huntington Culinary and the City of South El Monte substantially in the form attached to this agenda report, by extending the term of the Agreement through June 30, 2021.

[Attachment A - Resolution No. 20-48](#)

[Attachment B - Amendment No. 5](#)

7.d. CONSIDERATION OF RESOLUTION NO. 20-49, APPROVING AN AGREEMENT BETWEEN THE CITY AND ADMINISTRATIVE SERVICES COOPERATIVE, INC., D.B.A. FIESTA TAXI COOPERATIVE, INC. TO PROVIDE DIAL-A-RIDE TRANSPORTATION SERVICES AND MEAL DELIVERIES TO SENIORS AND DISABLED RESIDENTS OF THE CITY OF SOUTH EL MONTE FOR A NOT-TO EXCEED AMOUNT OF \$19,000

On March 18, 2020, due to the COVID-19 Pandemic, City staff were instructed to shelter in place at their place of residency and not to report to work until further notice. To prevent any gap in transportation and nutrition delivery services, the City Manager reached out to neighboring agencies to evaluate their transportation programs and evaluate whether these options would be temporarily viable until staff could safely return to work. To provide these services, Staff is requesting the City Council authorize the City Manager to enter into an agreement with Administrative Services Cooperative, Inc. d.b.a. Fiesta Taxi Cooperation, Inc. to provide Dial-A-Taxi transportation services to seniors and disabled residents and to deliver meals to the homes of seniors.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-49, approving the Professional Service Agreement (“Agreement”), in an amount not-to-exceed \$19,000, with Administrative Services Cooperative, Inc. d.b.a. Fiesta Taxi Cooperation, Inc. to provide Dial-A-Ride transportation services to seniors and disabled residents and meal deliveries for the Elderly Nutrition Program until July 31, 2020, with an option to extend the agreement for an additional six-month period through December 31, 2020.

[Attachment A - Resolution No. 20-49](#)

[Attachment B - Agreement](#)

7.e. **CONSIDERATION OF RESOLUTION NO. 20-50, APPROVING AMENDMENT NO. 8 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES**

On July 1, 2016, a four-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the “County”) and the City of South El Monte (the “City”) was entered into to assist with the funding for the City’s Elderly Nutrition Program Services (the “Agreement”). This Amendment will increase the allocated baseline funding from \$229,361 to \$260,361 resulting in an increase of \$31,000 for Fiscal Year (FY) 2019-20 only. The \$31,000 will be allocated through Families First Coronavirus Response Act (“FFCRA”) funding.

RECOMMENDED ACTION: Staff recommends the City Council adopt Resolution No. 20-50, approving Amendment No. 8 to the Agreement and authorizing the City Manager to execute the same.

[Attachment A - Resolution No. 20-50](#)

[Attachment B - ENP Allocation Letter](#)

[Attachment C - Amendment No. 8](#)

8. PUBLIC HEARINGS None.

9. GENERAL BUSINESS

9.a. **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM - CONSIDERATION OF PROGRAM BUDGETS FOR FY 2019-20 (REVISED), FY 2020-21, AND CDBG-CV ASSISTANCE PROGRAMS (FUNDING SOURCE: CDBG & CDBG-CV FUNDS) FOR BUSINESS ASSISTANCE AND RENTAL ASSISTANCE**

At its May 12, 2020 meeting, the South El Monte City Council instructed staff to provide detailed options to offer CDBG Assistance programs to Businesses and Residents who have been impacted by COVID-19. The Los Angeles County Development Authority (LACDA) issued a Grants Management Unit Bulletin informing participating cities that they will receive additional CDBG funds as a result of the COVID-19 pandemic; South El Monte will receive \$128,099. The City intends to use the CDBG funds to assist residents and small businesses within the community. By reprogramming other available CDBG funds, staff identified a total of \$250,000 for this Assistance program. LACDA has authorized the city to use these funds to offer Business Assistance and Rental Assistance grants.

RECOMMENDED ACTION: Staff recommends that the City Council: 1) Approve the proposed CDBG program budget for the 2019-20 fiscal year (revised) and the CDBG-CV program; 2) Approve the funding and program guidelines for the proposed COVID-19 South El Monte Emergency Rental Assistance Program; and 3) Approve the funding and program guidelines for the proposed COVID-19 South El Monte Emergency Small Business Grant Program.

[Attachment A - COVID-19 Emergency Rental Assistance Guidelines](#)

[Attachment B - COVID-19 Emergency Small Business Grant Program Guidelines](#)

9.b. **2020 FOURTH OF JULY FIREWORKS STAND PERMITS**

At its May 12, 2020 meeting, the City Council discussed the possibility of allowing for Fourth of July fireworks stands to operate during the COVID-19 pandemic and what measures the operators would be following to protect customers and operators. Five applications have been filed to operate during this Fourth of July season from June 28-July 4.

RECOMMENDED ACTION: Staff recommends that the City Council consider and file a request to allow for five firework stands which applications have been received in conjunction with the Fourth of July 2020. The Planning Division reviewed the applications and find

that they meet the intent of Chapter 8.08 of the South El Monte Municipal Code.

[Attachment A - 2020 Fireworks Map](#)

[Attachment B - 2019 Fireworks Map](#)

[Attachment C - Fireworks Stand Safety Procedures](#)

9.c. FISCAL YEAR 2019-2020 FINANCIAL UPDATE

A fiscal year financial update for 2019-2020 has been developed. This covers a historical perspective of the City's cash balances, composition of cash and investments, budget to actual summary of revenues and expenditures for the period ending April 30, 2020, and projections through fiscal year ending June 30, 2020. In addition, an update is being provided on the audit activity of the City's books.

RECOMMENDED ACTION: Staff recommends that the City Council receive and file the report.

[Budget Review](#)

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS:

AB 1234 requires that councilmembers must briefly report, orally or in writing, on meetings attended at City expense (for example, Contract City and League of California Cities Conferences, ICSC conferences, etc.) at the City Council meeting following the meeting.

11. CORRESPONDENCE None.

12. COUNCILMEMBERS' AGENDA

12.a. COUNCILMEMBER MANUEL ACOSTA

1. South El Monte Homeless Services Committee
2. Update on Celebrating the Class of 2020

12.b. COUNCILMEMBER HECTOR DELGADO

1. Status Update on Project Room Key
2. Discussion on Saturation Patrol for SEM Team Deputies and Uniform Allowances for Team

3. Update on Budget Regarding Reserve Accounts. General Fund, Special Revenue Funds, (All 16 Accounts) Capital Project Funds

12.c. MAYOR GLORIA OLMOS

1. Graffiti Control and Putting Signage to Show Fines for Violators
2. Efficient Cost Cutting Measures

13. CLOSED SESSION

13.a. PUBLIC EMPLOYMENT/APPOINTMENT GOVERNMENT CODE SECTION 54957

Title: City Clerk

13.b. CONFERENCE WITH LABOR NEGOTIATOR GOVERNMENT CODE SECTION 54957.6

City Negotiator: City Manager

Employee Organizations: South El Monte Employees Association and the South El Monte Executive Management Team Association

14. RECESS COUNCIL MEETING

15. ANNOUNCEMENT OF CITY CLERK (PRIOR TO CONVENING THE SUCCESSOR AGENCY MEETING)

Pursuant to Government Code Section 54952.3, the City Clerk will announce that Board Members do not receive any compensation or stipend for attending the Successor Agency meeting.

16. SUCCESSOR AGENCY MEETING - CALL TO ORDER AND ROLL CALL

Board Members: Acosta, Angel, Delgado, Retamoza, (Chairperson) Olmos

17. APPROVAL OF AGENDA

This is the time for the Board to remove any items from the consent calendar for individual consideration, table, continue, add items, or to make a motion to rearrange the order of this agenda.

18. PUBLIC COMMENTS

Persons wishing to address the Board on any item on the agenda, or any other matter, are invited to do so at this time. Pursuant to the Brown Act, the Board cannot discuss or take action on items not on the agenda. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda.

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

19.a. MINUTES

Staff seeks Agency Board approval of the Minutes of the April 28, 2020 meeting.

RECOMMENDED ACTION: Staff recommends that the Agency Board approve the above referenced minutes.

[Minutes](#)

20. EXECUTIVE DIRECTOR'S AGENDA None.

21. ADJOURNMENT OF SUCCESSOR AGENCY MEETING

22. RECONVENE AND ADJOURN COUNCIL MEETING