

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

September 15, 2026, 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.

Each speaker will be limited to five minutes. Time limits may not be shared with other speakers. This is the only opportunity for public input except for scheduled public hearing items. 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.

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.

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.

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 times 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 packets 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 (GC 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. Councilmembers are also required to make such disclosures and recuse themselves.

AGENDA BEGINS ON THE FOLLOWING PAGE

1. CALL TO ORDER AND ROLL CALL

Councilmembers/Boardmembers: Acosta, Delgado, Rodriguez, Mayor Pro Tem/Vice Chair Bojorquez, and Mayor/Chair Olmos

2. PLEDGE OF ALLEGIANCE

Mayor Gloria Olmos

3. INVOCATION

Pastor Patricia Garrett, Faith Dominion Church

4. PRESENTATIONS

4.a. Presentation of a Proclamation to Ben Lira, South El Monte Boxing Coach, for his pivotal role in the win of Heavyweight Champion of the World Filip Hrgovic.

4.b. Presentation by Los Angeles County Sheriff's Department Captain Sherif Morsi.

4.c. Sheriff's Department Report for the months of July and August 2026.

4.d. Code Enforcement and Parking Enforcement Report for the months of July and August 2026.

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.

Consent Calendar Items 7.a. through 7.c. next page.

CONSENT CALENDAR (CONTINUED)

7.a. CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF JULY 7, 2026, AND JULY 21, 2026

Staff is requesting approval of the minutes for the July 7 and July 21, 2026, Regular City Council Meetings.

RECOMMENDED ACTION: Staff is requesting approval of the minutes for the July 7 and July 21, 2026, Regular City Council Meetings.

7.b. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 26-064, APPROVING WARRANTS FOR THE PERIOD OF AUGUST 27, THROUGH SEPTEMBER 9, 2026

Authorizing payment of City expenditures for the period of August 27, 2026, through September 9, 2026, totaling \$1,576,562.60.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 26-064, authorizing payment of City expenditures.

7.c. CONSIDERATION AND APPROVAL OF RESOLUTION 26-065, APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND THE CITY OF SOUTH EL MONTE FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM

California's Senate Bill 1383 (SB 1383), passed in 2016, established strict methane reduction targets that required the state to decrease organic waste disposal by 75% and rescue 20% of surplus edible food. To meet these goals, a phased mandate required large commercial edible food generators (EFGs)—such as grocery stores in 2022 and large-scale restaurants and hotels in 2024—to establish contracts and donate their surplus food to food recovery organizations (FROs). To assist local jurisdictions with education, enforcement, and capacity building, the San Gabriel Valley Council of Governments (SGVCOG) launched the FRESH SGV Regional Food Recovery Program in 2021. Funded by a CalRecycle grant, this regional initiative directly supports the City of South El Monte by conducting compliance inspections, providing operational resources and staffing to local FROs, and offering local food generators paid access to the Careit recordkeeping application to streamline food rescue logistics.

RECOMMENDED ACTION: Staff recommends City Council authorize the City Manager or designee to negotiate and execute a Memorandum of Agreement (MOA), including authority to negotiate and execute any future amendments related to budget and scope, with the San Gabriel Valley Council of Governments (SGVCOG) for implementation of the FRESH SGV Program for a total "Not to Exceed" amount of \$81,682.00.

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

CONSENT CALENDAR (CONTINUED)

7.d. CONSIDERATION AND APPROVAL OF THE 2026 "CHRISTMAS WISH TOY GIVEAWAY" EVENT DONATION LETTER, AUTHORIZATION TO INCLUDE CITY COUNCIL SIGNATURES, AND THE DISTRIBUTION OF THE DONATION LETTERS TO THE SOUTH EL MONTE BUSINESS COMMUNITY

The Community Services Department is requesting approval of the 2026 "Christmas Wish Toy Giveaway" event donation letter, authorizing to include the City Council members' signatures, and distribution of the letters to the South El Monte business community.

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve the 2026 "Christmas Wish Toy Giveaway" event donation letter;
2. Authorize the use of the City Council members' signatures; and
3. Authorize distributing the donation letters to the South El Monte business community.

7.e. APPROVAL OF RESOLUTION NO. 26-066, AWARDING PROFESSIONAL SERVICES AGREEMENT FOR INFORMATION TECHNOLOGY (IT) SERVICES TO INFINITY TECHNOLOGIES.

On May 6, 2026, the City issued a Request for Proposals (RFP) for IT Services and received 18 proposals by the deadline of June 11, 2026 by 4:00pm. Staff has reviewed the proposals and determined that of the 18 proposals, Infinity Technologies is the firm that can best meet the needs of the City.

RECOMMENDED ACTION: Staff recommends that the City Council award an IT Services Professional Services Agreement to Infinity Technologies, by adopting Resolution 26-066, which approves an IT Services Agreement between the City and Infinity Technologies.

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 JULY 21, 2026

Staff is requesting approval of the minutes of the July 21, 2026, Successor Agency Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the minutes of the July 21, 2026, Successor Agency Meeting.

9. PUBLIC HEARINGS - None

10. GENERAL BUSINESS - None

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

12.a. LETTER FROM FAITH DOMINION CHURCH REQUESTING A FACILITY FEE WAIVER AND CONSIDERATION TO WAIVE ALL THE FEES ASSOCIATED WITH THE RESERVATION FOR THE USE OF THE COMMUNITY CENTER AMPHITHEATER

Faith Dominion Church is requesting a facility fee waiver for the use of the South El Monte Community Center Amphitheater to host Sunday services for members of the community on Sunday, September 20, 2026 and Sunday, September 27, 2026. In addition, Faith Dominion Church is requesting to waive all the fees associated with the reservation.

RECOMMENDED ACTION: Staff recommends City Council consider and discuss:

1. The facility fee waiver request for the use of the Community Center Amphitheater in the amount of \$350.00; and
2. The request to waive the remaining fees associated with the reservation in the amount of \$912.00.

13. COUNCILMEMBERS' AGENDA - None

14. CLOSED SESSION

14.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Name of case: GLORIA OLMOS, an individual, Plaintiff v. CITY OF SOUTH EL MONTE

15. ADJOURNMENT OF CITY COUNCIL AND SUCCESSOR AGENCY MEETING

NEXT REGULAR CITY COUNCIL MEETING:

Tuesday, October 6, 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 September 10, 2026, 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



City Council Agenda Report

Agenda Item No. 4.a.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Dianna Gomez, Sr. Executive Assistant to City Council/Community Liaison

SUBJECT: Presentation of a Proclamation to Ben Lira, South El Monte Boxing Coach, for his pivotal role in the win of Heavyweight Champion of the World Filip Hrgovic.

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. BLira Proc 26



CITY COUNCIL PROCLAMATION

CELEBRATING BEN LIRA AND FILIP HRGOVIĆ'S WORLD HEAVYWEIGHT CHAMPIONSHIP TRIUMPH AND THE CONTINUED LEADERSHIP OF BOXING COACH BEN LIRA

WHEREAS, the City of South El Monte takes immense pride in celebrating the extraordinary achievements of our residents and employees who shine on the global stage; and

WHEREAS, legendary South El Monte boxing coach Ben Lira has once again proven himself to be a master of the "sweet science," guiding heavyweight standout and 2016 Olympic bronze medalist Filip Hrgović to capture the vacant IBF world heavyweight title on August 29, 2026, at The O2 Arena in London; and

WHEREAS, this monumental world championship victory—crowned by a thrilling 9th-round TKO that made Hrgović the first-ever heavyweight champion from Croatia—stands as a crowning achievement built upon the elite training, veteran expertise, and unwavering corner leadership of Coach Ben Lira of the City of South El Monte Youth Boxing Center; and

WHEREAS, this historic world title adds to an already illustrious career that spans decades of developing top-tier boxing talent, including training 2012 Olympian Jojo Diaz, undefeated junior welterweight star Arnold Barboza Jr., and spending years working the corner of middleweight icon Gennady "GGG" Golovkin; and

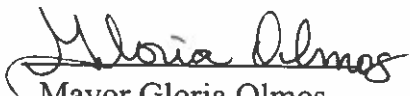
WHEREAS, operating out of his dedicated training facility directly on the South El Monte Community Center, Ben Lira continues an active, daily mission of mentoring South El Monte youth—instilling discipline, physical fitness, and the fundamentals of the boxing profession; and

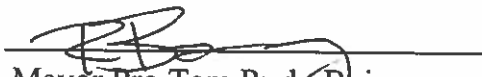
WHEREAS, now in his 80s and showing no signs of slowing down, Coach Lira remains actively at the helm of the City of South El Monte Youth Boxing Center and in the corners of world-class fighters, continuing to build his active legacy as a true South El Monte legend;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of South El Monte, on behalf of our grateful residents and city officials, does hereby proudly recognize and honor BEN LIRA for his monumental role in guiding Filip Hrgović to the world heavyweight championship and for his ongoing, tireless dedication to training champions and youth in our community.

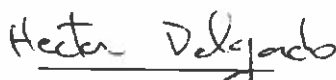
IN WITNESS WHEREOF, we have hereunto set our hands and caused the official seal of the City of South El Monte to be affixed this 15th day of September 2026.

PASSED, APPROVED, AND ADOPTED this 15th day of September, 2026.


Mayor Gloria Olmos


Mayor Pro Tem Rudy Bojorquez


Councilmember
Manuel Acosta


Councilmember
Hector Delgado


Councilmember
Larry Rodriguez



City Council Agenda Report

Agenda Item No. 4.b.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: Presentation by Los Angeles County Sheriff's Department
Captain Sherif Morsi.

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

None



City Council Agenda Report

Agenda Item No. 4.c.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: Sheriff's Department Report for the months of July and August 2026.

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

- A. July 2026 PowerPoint
- B. August 2026 PowerPoint

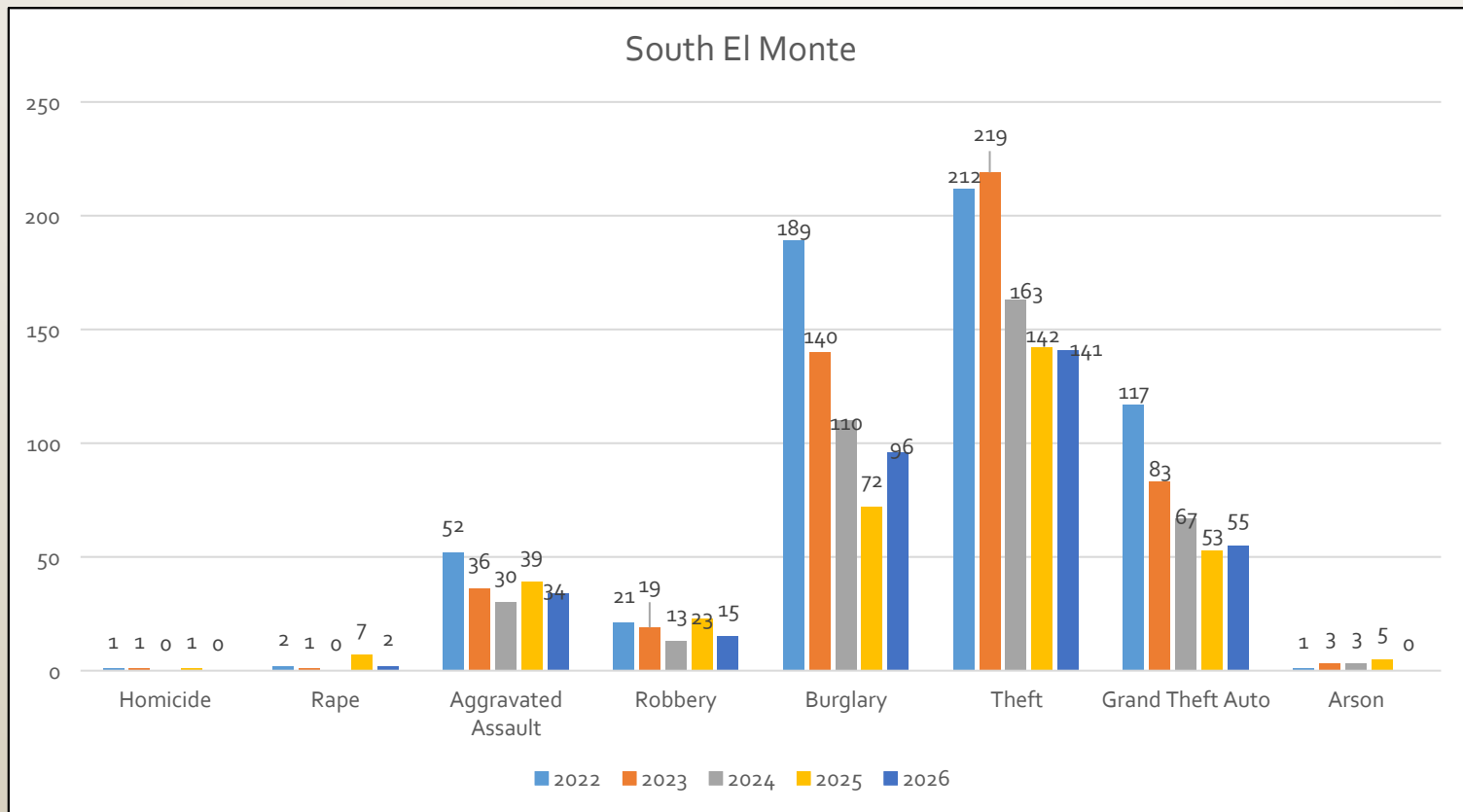
South El Monte July 2026

Crime Statistics



South El Monte

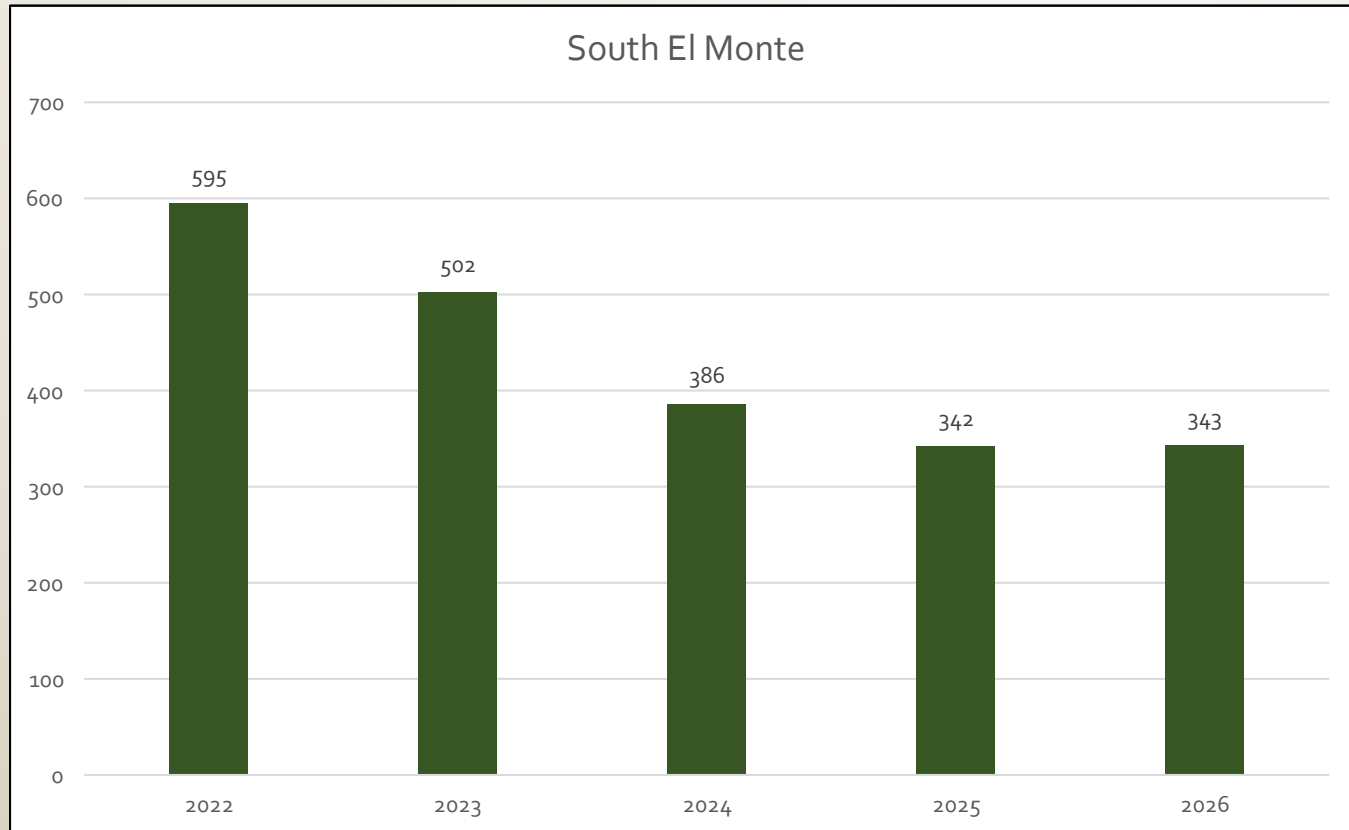
Part I Crime Statistics – July 2022-2026 YTD



South El Monte	1 yr % change	4 yr % change
Homicide	-100%	-100%
Rape	-71%	0%
Aggravated Assault	-13%	-35%
Robbery	-35%	-29%
Burglary	33%	-49%
Theft	-1%	-33%
Grand Theft Auto	4%	-53%
Arson	-100%	-100%
Total	0%	-42%

South El Monte

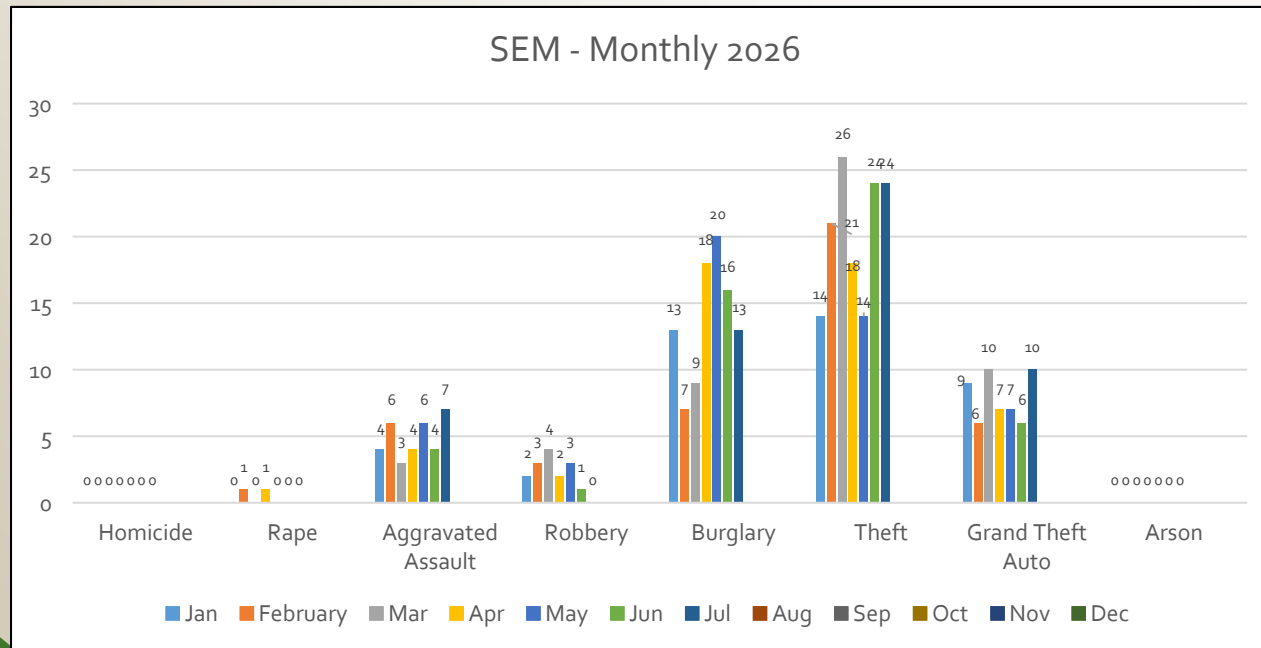
Part I Crime Statistics – July 2022-2026 YTD



South El Monte

Part I Crime Statistics – 2026 Monthly Breakdown & Arrests YTD

South El Monte	January	February	March	April	May	June	July	August	September	October	November	December	Total
Homicide	0	0	0	0	0	0	0						0
Rape	0	1	0	1	0	0	0						2
Aggravated Assault	4	6	3	4	6	4	7						34
Robbery	2	3	4	2	3	1	0						15
Burglary	13	7	9	18	20	16	13						96
Theft	14	21	26	18	14	24	24						141
Grand Theft Auto	9	6	10	7	7	6	10						55
Arson	0	0	0	0	0	0	0						0
Total	42	44	52	50	50	51	54	0	0	0	0	0	343



Arrests	
2025	496
2026	868

South El Monte	YTD
Res Burg	10
Other Burg	86
Petty Theft	62
Grand Theft	61
Theft from Vehicle	18

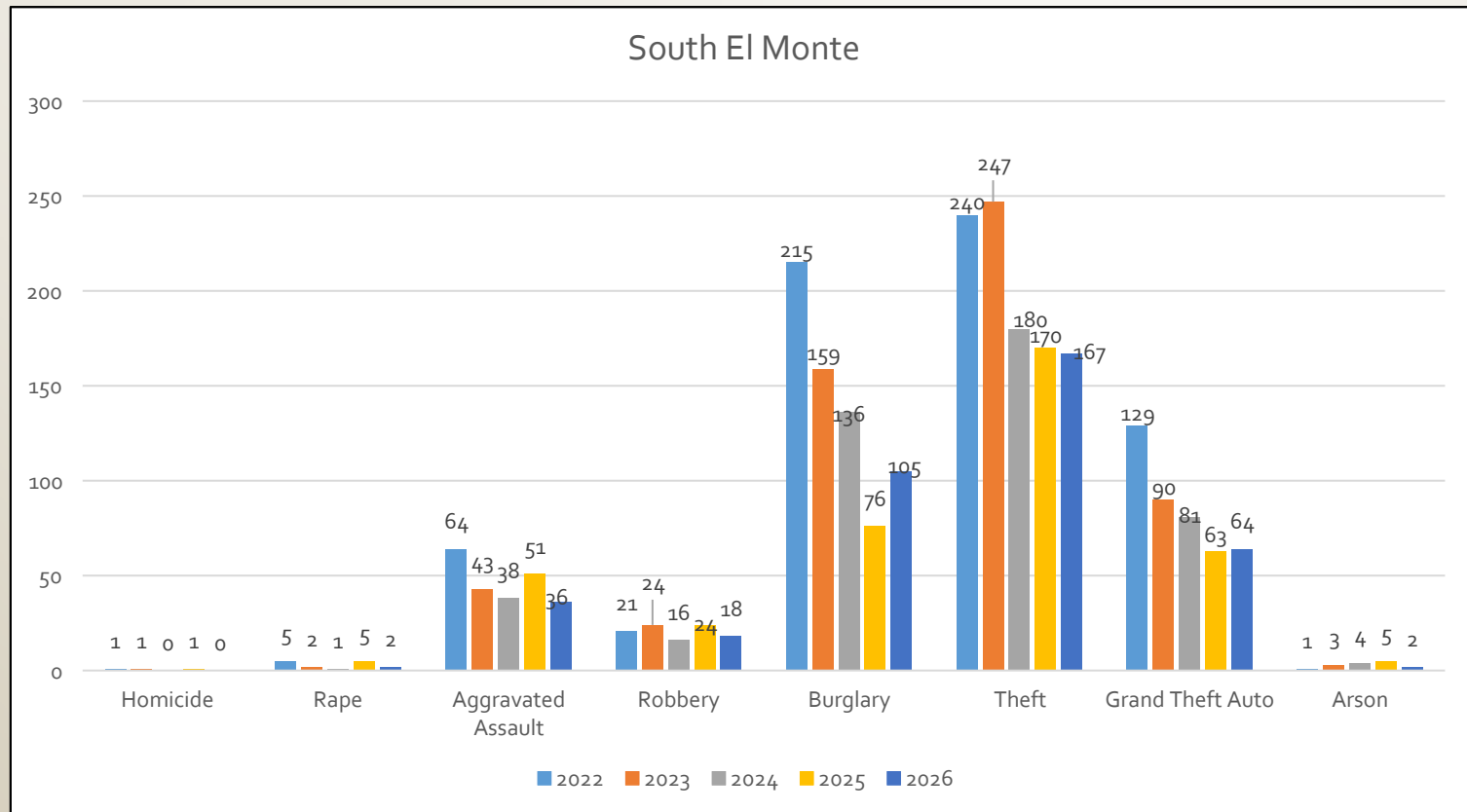
South El Monte August 2026

Crime Statistics



South El Monte

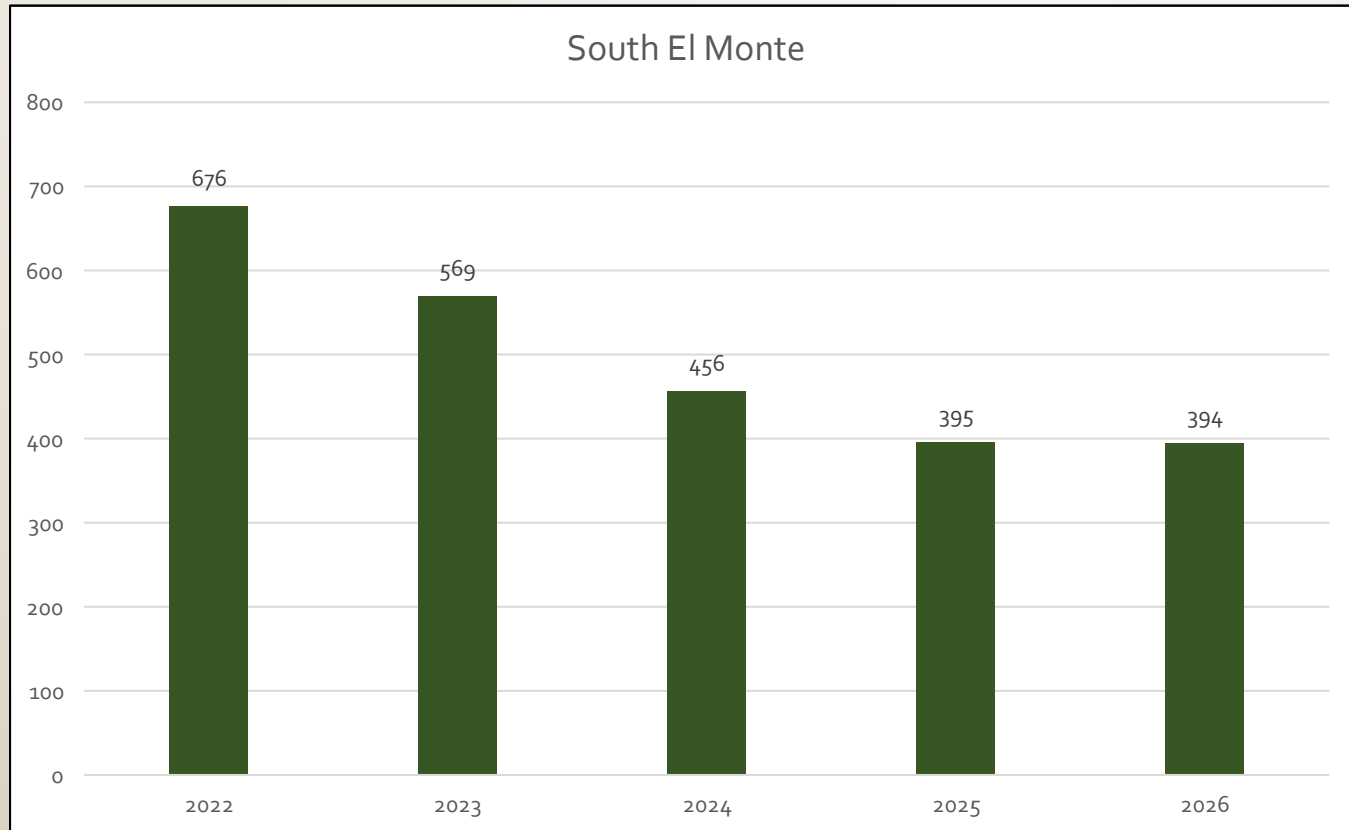
Part I Crime Statistics – August 2022-2026 YTD



South El Monte	1 yr % change	4 yr % change
Homicide	-100%	-100%
Rape	-60%	-60%
Aggravated Assault	-29%	-44%
Robbery	-25%	-14%
Burglary	38%	-51%
Theft	-2%	-30%
Grand Theft Auto	2%	-50%
Arson	-60%	100%
Total	0%	-42%

South El Monte

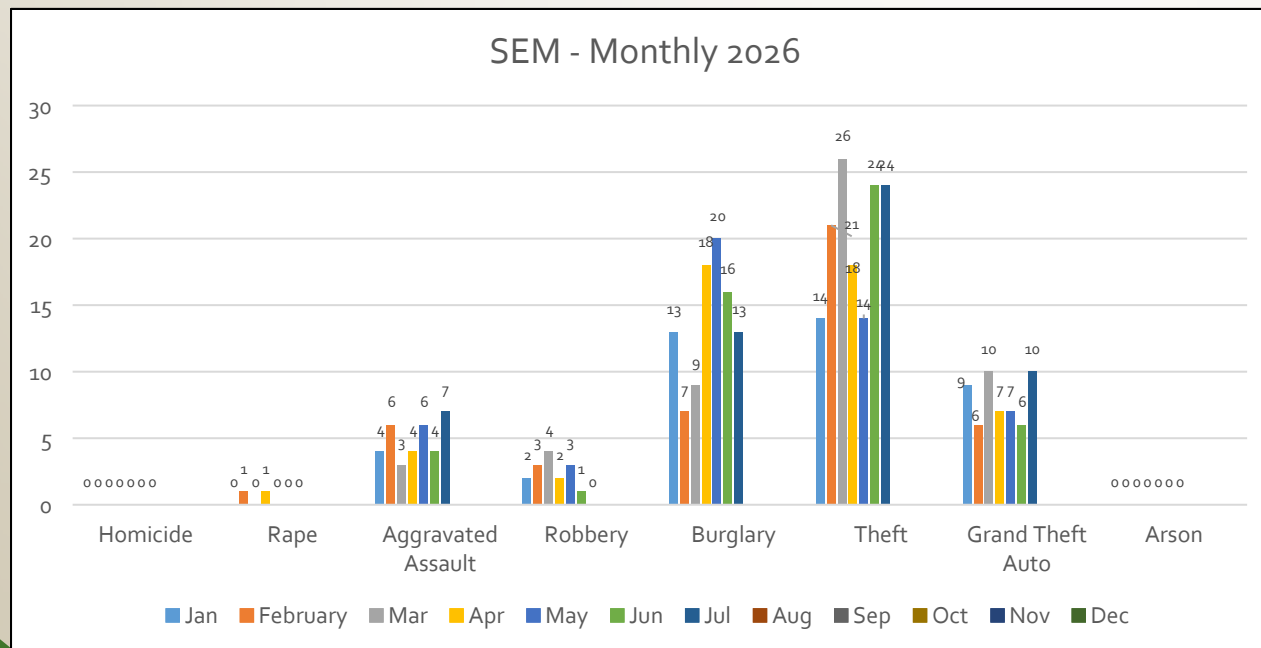
Part I Crime Statistics – August 2022-2026 YTD



South El Monte

Part I Crime Statistics – 2026 Monthly Breakdown & Arrests YTD

South El Monte	January	February	March	April	May	June	July	August	September	October	November	December	Total
Homicide	0	0	0	0	0	0	0	0					0
Rape	0	1	0	1	0	0	0	0					2
Aggravated Assault	4	6	3	4	6	4	7	2					36
Robbery	2	3	4	2	3	1	0	3					18
Burglary	13	7	9	18	20	16	15	7					105
Theft	14	21	26	18	14	24	25	25					167
Grand Theft Auto	9	6	10	7	7	6	10	9					64
Arson	0	0	0	0	0	0	0	2					2
Total	42	44	52	50	50	51	57	48	0	0	0	0	394



Arrests	
2025	568
2026	1048

South El Monte	YTD
Res Burg	11
Other Burg	94
Petty Theft	75
Grand Theft	72
Theft from Vehicle	20



City Council Agenda Report

Agenda Item No. 4.d.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY:

SUBJECT: Code Enforcement and Parking Enforcement Report for the months of July and August 2026.

SUMMARY:

RECOMMENDED ACTION:

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

- A. Code -Parking Enforcement Report - July 2026
- B. Code -Parking Enforcement Report - August 2026

City of South El Monte

Code/Parking Enforcement Report



July 2026 Recap

Raul Rodriguez

**Code Enforcement / Parking
Enforcement Supervisor**

Code Enforcement Cases

July - 130

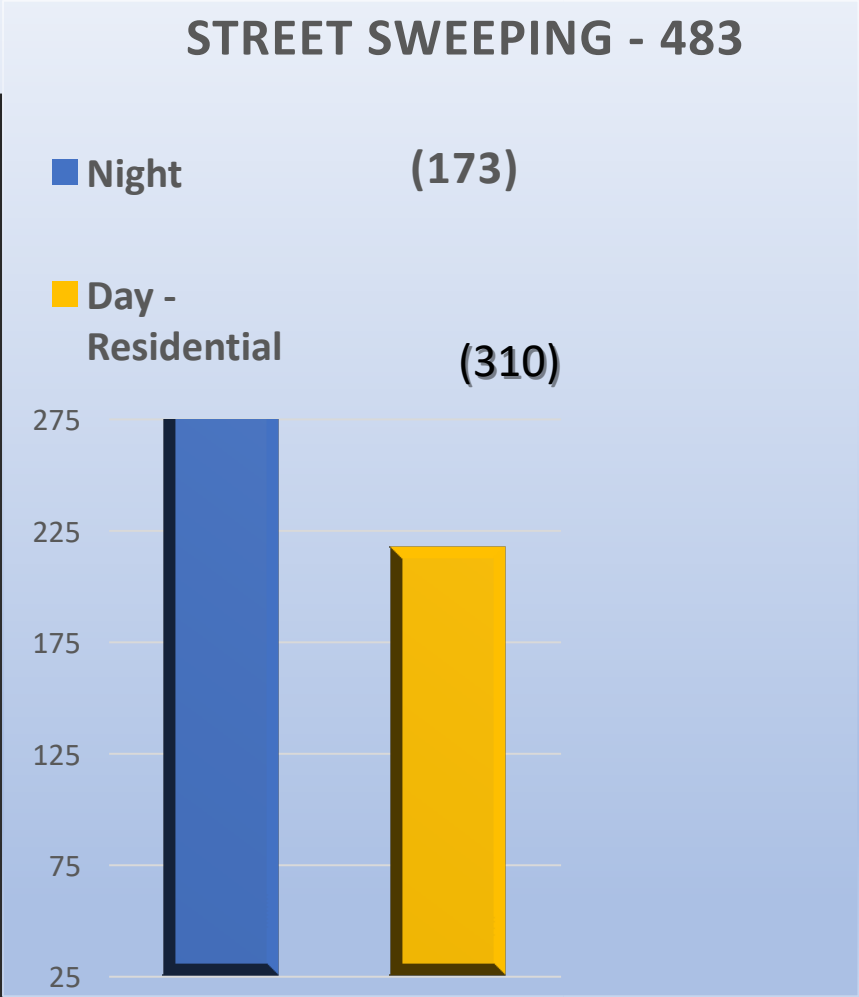
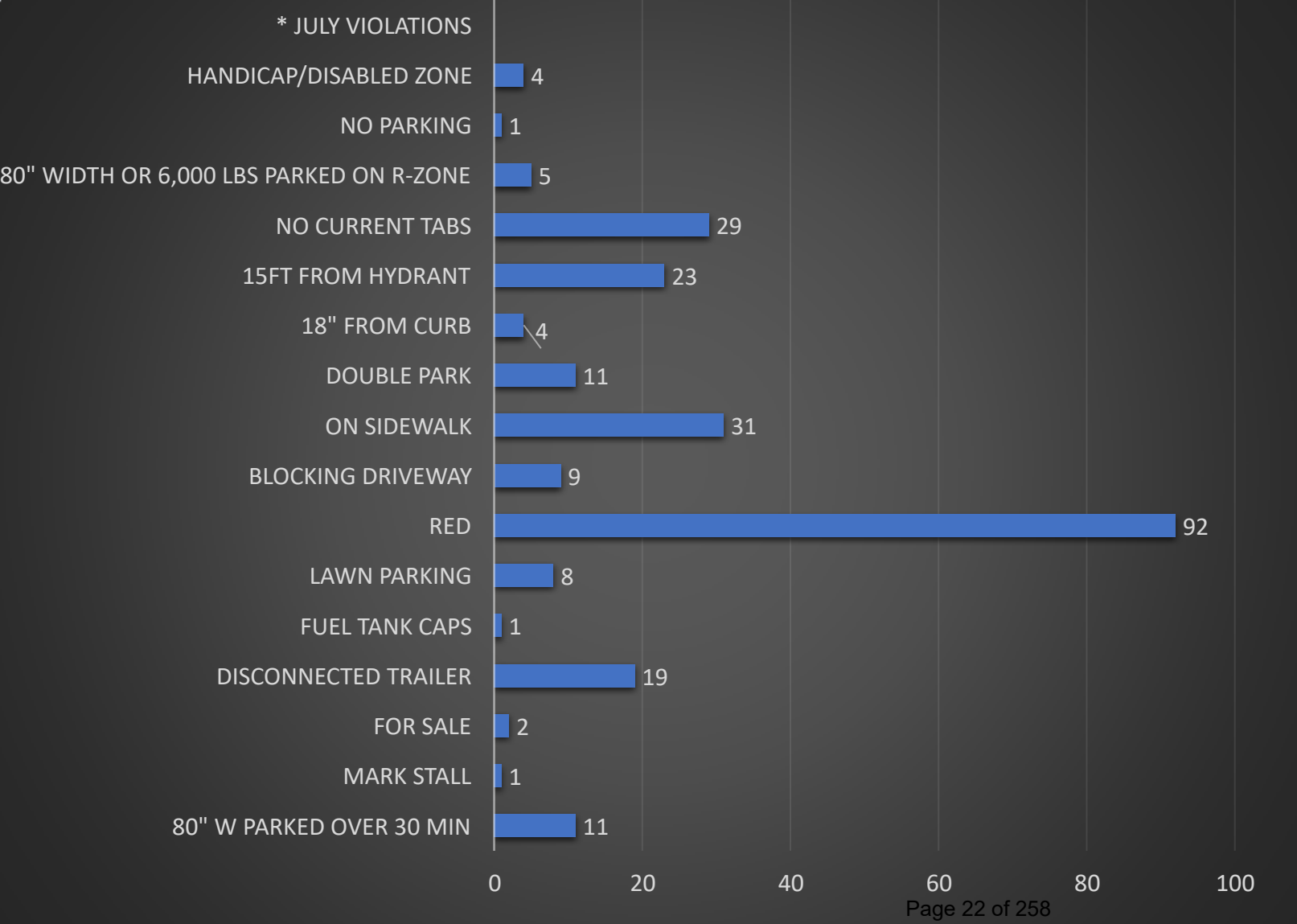
Building Code.....	15
Zoning	1
Graffiti (Private Property).....	5
Street Sidewalks and Public Places.....	4
Homeless	13
Illegal Dumping (Bulk)	12
Parking Enforcement.....	34
Property Maintenance.....	24
Street Vendors.....	7
Bulk.....	3
Prohibited Animals	2
Health &Safety/Public Nuisance	10



Parking Citations

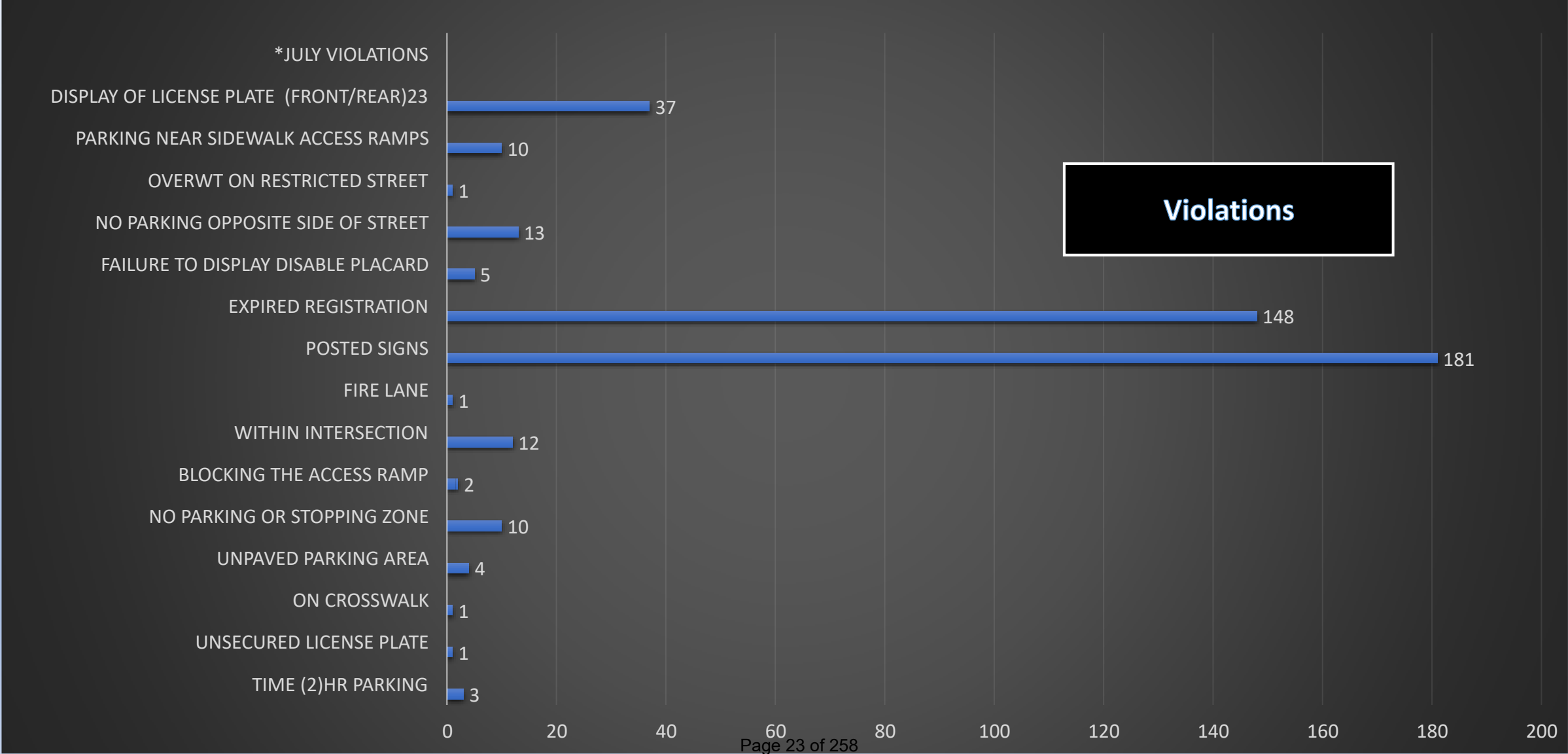
July - 856

* Number of Citations issued differs from number of violations listed



Parking Citations

July Continued – 1,001



City of South El Monte

Code/Parking Enforcement Report



August 2026 Recap

Raul Rodriguez

Code Enforcement / Parking
Enforcement Supervisor

Code Enforcement Cases

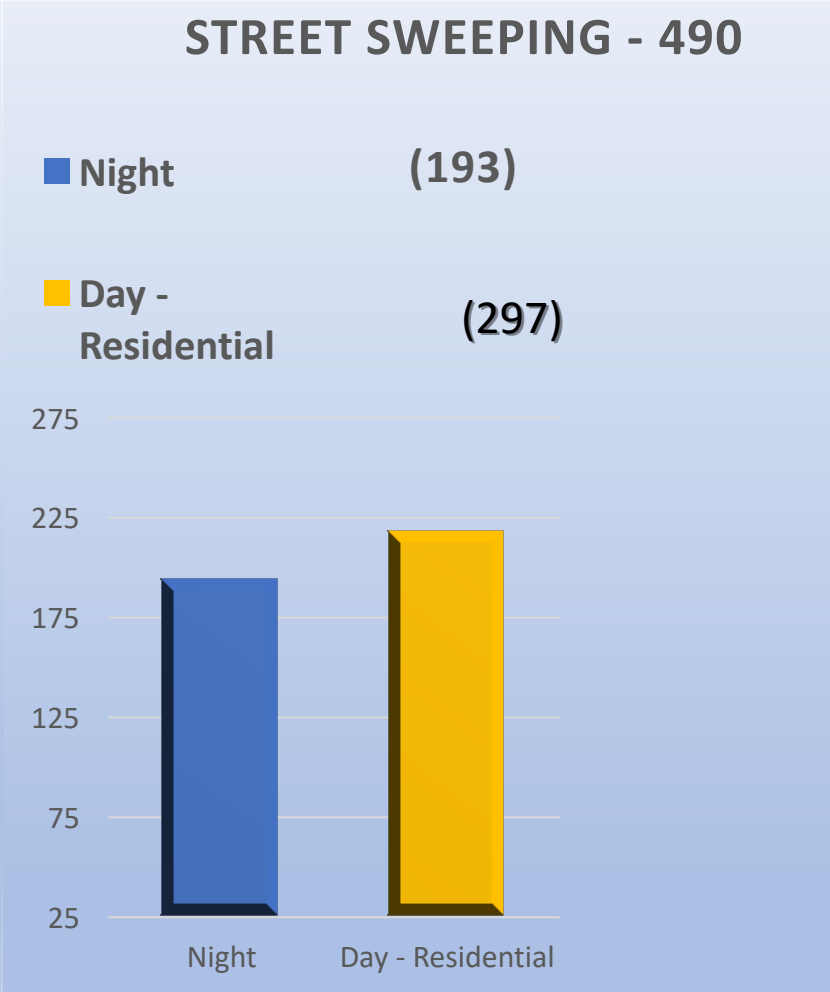
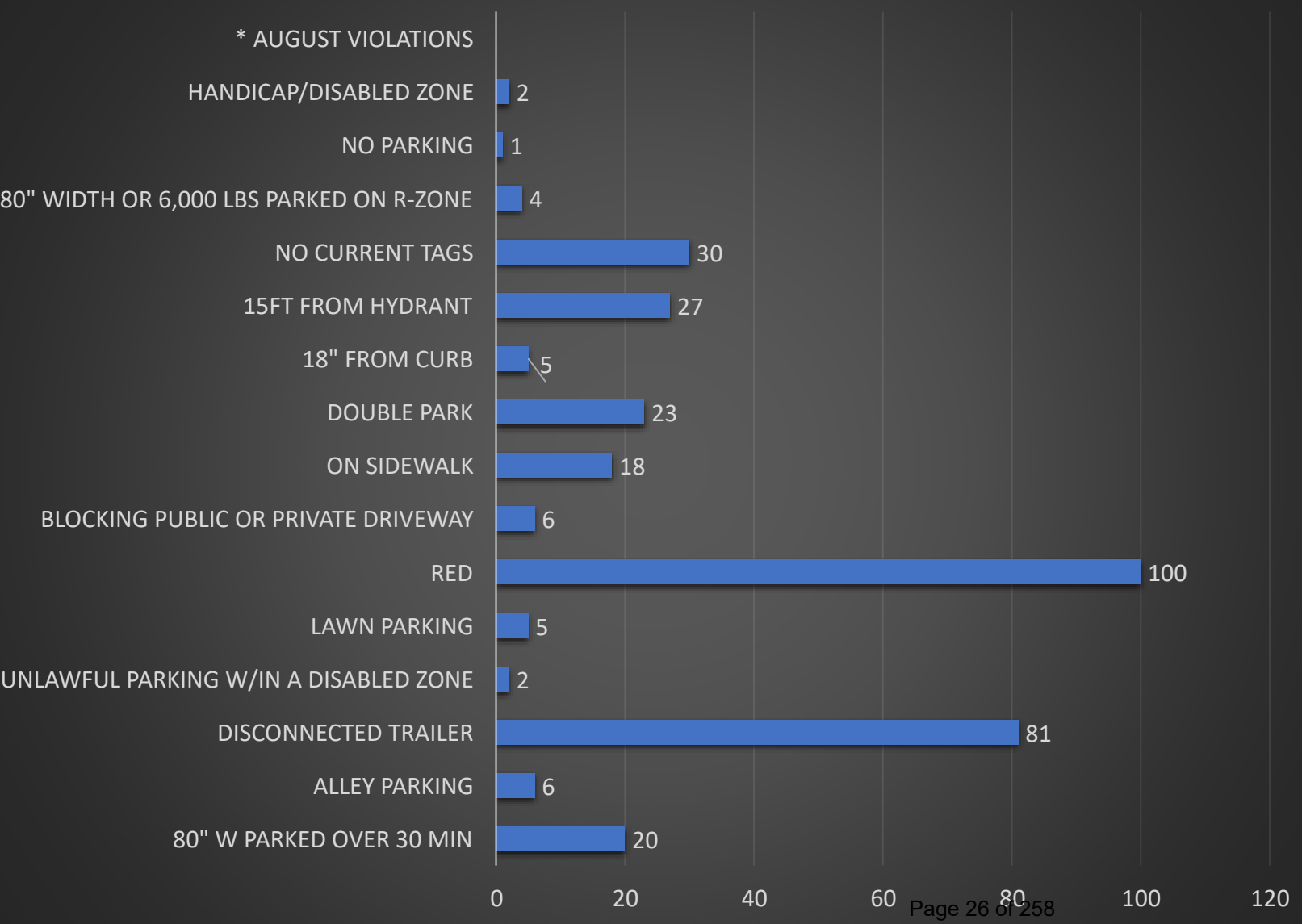
August - 117

Building Code.....	13
Business.....	4
Graffiti (Private Property).....	10
Street Sidewalks and Public Places.....	10
Homeless	3
Illegal Dumping (Bulk)	9
Parking Enforcement.....	28
Property Maintenance.....	21
Street Vendors.....	4
Bulk.....	9
Zoning	2
Cannabis.....	2
Health &Safety/Public Nuisance.....	2



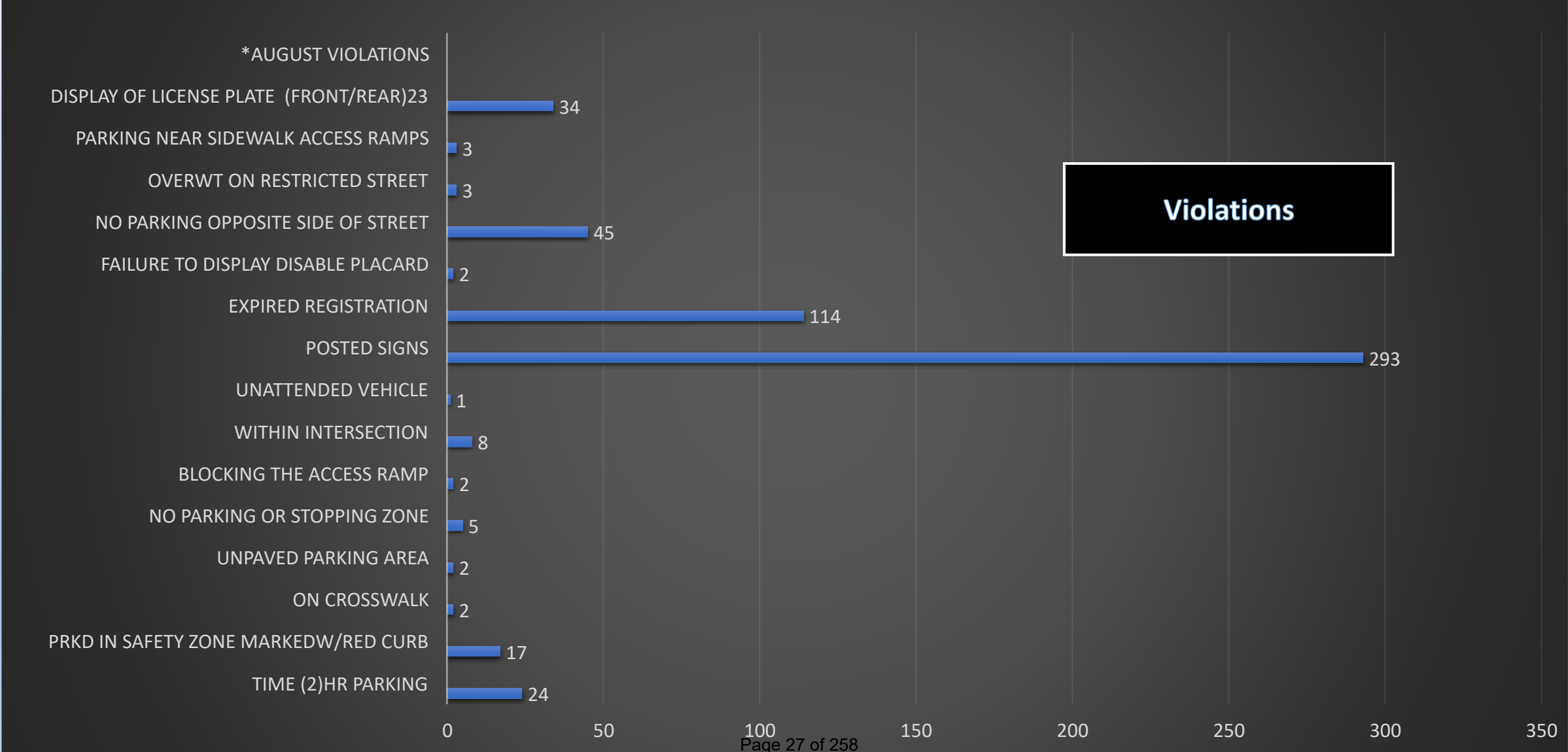
Parking Citations

August – 1,006 * Number of Citations issued differs from number of violations listed



Parking Citations

August Continued - 1,178





City Council Agenda Report

Agenda Item No. 7.a.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Adrian Garcia, MMC, City Clerk

SUBJECT: CONSIDERATION AND APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES OF JULY 7, 2026, AND JULY 21, 2026

SUMMARY: Staff is requesting approval of the minutes for the July 7 and July 21, 2026, Regular City Council Meetings.

RECOMMENDED ACTION: Staff is requesting approval of the minutes for the July 7 and July 21, 2026, Regular City Council Meetings.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

- A. DRAFT 07-07-26 Reg CC Minutes
- B. DRAFT 7-21-26 Reg CC & SA Minutes

CITY OF SOUTH EL MONTE
REGULAR CITY COUNCIL MEETING MINUTES
Tuesday, July 7, 2026 - 6:00 PM
1415 Santa Anita Avenue, South El Monte, California 91733

Mayor Olmos called the meeting to order at 6:00 P.M.

1. ROLL CALL

PRESENT: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem/Vice Chair Bojorquez, and Mayor/Chair Olmos

ABSENT: Councilmember(s): None

STAFF PRESENT: Rene Salas, City Manager; Susie A. Altamirano, City Attorney; Adrian Garcia, City Clerk; Masami Higa, Director of Finance; Gerardo Marquez, Director of Community Development and Public Works; Ariana De La Cruz, Director of Community Services; and Sabrina Muhne, Deputy City Clerk.

Zoom was provided for the public to participate during Public Comment via teleconference.

2. PLEDGE OF ALLEGIANCE – Councilmember Manuel Acosta led the Pledge of Allegiance.

3. INVOCATION – Pastor Benjamin Garrett, Faith Dominion Church, offered the invocation.

4. PRESENTATIONS

4.a. Mayor and City Council presented Certificates of Recognition to the State of the City Scholarship Recipients from Dean L. Shively Middle School.

4.b. Mayor and City Council presented a proclamation to Community Services for Parks Make Life Better Month.

5. APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF ORDINANCES

Mayor Olmos requested to move Agenda Items 12.a. and 12.b. to be heard after Public Comment. There being objections, votes were held to approve the agenda as presented or to approve as amended.

Motion by Mayor Olmos, seconded by Councilmember Acosta, to approve the agenda as amended, moving up Agenda Items 12.a. and 12.b. Motion failed 2-3, by the following vote:

APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF ORDINANCES (CONTINUED)

AYES: Councilmember(s): Acosta, and Mayor Olmos
NAYS: Councilmember(s): Delgado, Rodriguez, Mayor Pro Tem Bojorquez
ABSENT: Councilmember(s): None

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to approve the agenda as presented. Motion passed 3-2 by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

6. PUBLIC COMMENT

Mayor Olmos opened Public Comment.

1. Amanda Contreras, Library Manager, South El Monte Library, spoke on upcoming library programs.
2. Maria Vega expressed support for the proposed Lexington-Gallatin project, as a reasonable use for the location.
3. Ofelia Zarate, Magellan Partners, expressed support for the Lexington-Gallatin project, to provide new jobs for residents.
4. Carmen Calcanas expressed support for the Lexington-Gallatin project, to create new jobs and employment opportunities.
5. Carmen Umanzor expressed support for the Lexington-Gallatin project, to create a new park and new jobs to the community
6. Angel Lubius expressed support for the Lexington-Gallatin project, as a park project for the students and economic help to the area.
7. Chance Menendez expressed support for the Lexington-Gallatin project, as a local sports venue and for warehouse jobs.
8. Valeria Cisneros expressed support for the Lexington-Gallatin project, to create safe spaces for families and to generate revenue for the schools.
9. Omar Ochoa, resident, expressed support for the Lexington-Gallatin project, to create jobs for the community.
10. Amanda Cisneros expressed support for the Lexington-Gallatin project, for youth sports and job opportunities.

PUBLIC COMMENT (CONTINUED)

11. Edgar Castaneda, representative, Western States Regional Council of Carpenters, shared unemployment statistics in the City and expressed support for the Lexington-Gallatin project
12. George Bocanegra, resident and representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project.
13. German Iniguez, representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project to create employment opportunities.
14. Valerie Lizarraga opposed the Lexington-Gallatin project, standing in solidarity with the residents and community opposed to the project.
15. Peter G. expressed support for the Lexington-Gallatin project, to bring jobs for young adults in the community.
16. Carmen Pina, resident, opposed the Lexington-Gallatin project due to environmental risks, expressed concerns on Parking Enforcement harassment, concerns with a resident removing flyers, and urged the council to reject the project.
17. Ami Smith, resident, expressed concerns on the Lexington-Gallatin project due to the environmental and potential health impacts, and requested the project to be reconsidered and for council to listen to the community.
18. Catarina opposed the Lexington-Gallatin project because of pollution, and to protect the animals.
19. Tom Trevino, resident, expressed concerns on the opposing sides of the Lexington-Gallatin project and the short-term versus long-term benefits in the grand scheme of things.
20. Richard Angel, resident, expressed concerns on and opposed Councilmembers Agenda Item 12.b.2., stating that the mayor's term should remain an elected position.
21. Adrian Areves, resident, opposed the Lexington-Gallatin project, expressed concerns on escalated developer activity in the community, environmental impacts to the high school, documented school board and council corruption, and urged council to reject the project.
22. Samuel Brown expressed concerns on the Lexington-Gallatin project and the Environmental Impact Review, requested consideration on the AQMD assessment, and expressed concerns on the residential proximity to the proposed warehouse location.

PUBLIC COMMENT (CONTINUED)

23. Eduardo Almeida Saucedo provided FPFC paperwork to the dais, spoke on Closed Session Item 13.a., council receiving funds from developers and not recusing themselves under the Levine Act, prior cannabis votes, security issues at Marshalls, and beautifying the freeway ramps before the Olympics arrives to the City.
24. Danny Olmos, resident, spoke on the Mayor's constitutional rights, council corruption, and opposed the Lexington-Gallatin project for the safety of the community over union rights.
25. Ruth Jasso Escalera, resident, expressed concerns on the Lexington-Gallatin project's impact to the residential neighborhood, and expressed support for the Mayor.
26. Chrystal Garza, resident, expressed concerns on the Lexington-Gallatin project, that the project should be something the City can be proud of and suggested other options.
27. Frank Villegas, resident, spoke on the public comments being about the Lexington-Gallatin project but it not being on the agenda, expressed concerns on the project and for the project neighborhood, and suggested alternatives to a warehouse.
28. Roseanne Angel, resident, spoke on concerns about the prior cannabis vote, the prior pylon sign vote, investigating the Mayor, Councilmember's Agenda Item 12.b.2. regarding rotating Mayorship, and concerns on a warehouse instead of a giant park.
29. Jonathan Aceves, resident, opposed the Lexington-Gallatin project, spoke on the Environmental Impact Report's concerns, expressed concerns on the General Plan's original identification for the property as commercial property and not manufacturing, acknowledged the developer's efforts to invest in the community but encouraged the project to remain commercial.
30. Anaise Cruz, resident, spoke on warehouse hours of operation and potential crime or accidents, spoke on community safety, spoke about issues with buses and trucks hitting vehicles on Michael Hunt Drive, and expressed building something that can be enjoyed as a community.
31. Fidel Acosta, resident, expressed support for bringing a sports complex instead of a warehouse into the Lexington-Gallatin project, spoke on issues with weekend trash in the neighborhood, and spoke on traffic enforcement options for Michael Hunt Drive.
32. Greg Villegas, resident, opposed the Lexington-Gallatin project, expressed concerns on pollution levels and diesel truck traffic, and suggested options other than a warehouse that the developers and the union workers can still build.

PUBLIC COMMENT (CONTINUED)

33. Pedro Pina, resident, expressed concerns on the Lexington-Gallatin project and pollution, the project's impact beyond the neighborhood, expressed concerns on propaganda and that other organizations are opposed to the project, concerns on council being influenced by the developers, and the donation of flood zone land.
34. Kimberly Valencia, resident, announced that she is running for office of councilmember, expressed concerns on the Lexington-Gallatin project and recent headlines with a recent fire at a warehouse in Boyle Heights, concerns with solicitation/electioneering around school zones, and concerns with the developer's propaganda to residents.
35. Araceli opposed the Lexington-Gallatin project due to environmental concerns.
36. Lisette Pina, resident, encouraged the council to reconsider the Lexington-Gallatin project due to pollution concerns, and opposed the project.
37. John Ventura, resident, expressed concerns on council interests, political action committees, concerns on the Lexington-Gallatin project, the pylon sign vote, concerns on the City Attorney donations to a PAC, and concerns on Councilmembers' Agenda Item 12.a.1. and 12.a.2.
38. Angelica, resident, opposed the Lexington-Gallatin project due to negative health impacts, and expressed disappointment in how information has been spread on the project.

There being no further public comments, Mayor Olmos closed Public Comment.

Councilmember Delgado expressed thanks for the public comments received and for the community sharing their concerns despite the project not being on the agenda, expressed that decisions have not been made and that the community ideas will be considered.

Councilmember Rodriguez expressed that decisions have not been made, and that new information keeps coming out.

Councilmember Acosta expressed that public comments are a practice of freedom of speech and encouraged residents to keep coming back so council can hear what they have to say.

Mayor Pro Tem Bojorquez expressed thanks for the attendance, shared that no deal has been reached, and that community feedback is being considered before decisions are made.

Mayor Olmos spoke on the FPPC paperwork where she had received a donation from the developer, stating that she does not commit to favors, never wanted a warehouse and wanted a golf venue.

7. CONSENT CALENDAR

Motion by Mayor Pro Tem Bojorquez, seconded by Councilmember Delgado, to approve the Consent Calendar for the City Council Meeting. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

- 7.a. Adopted Resolution No. 26-049, authorizing payment of City expenditures for the period of June 11, 2026, through June 30, 2026, totaling \$1,048,126.47.
- 7.b. Adopted Resolution No. 26-050, approving Amendment No. 3 to Subaward Agreement 242509 between the City of South El Monte and County of Los Angeles for Elderly Nutrition Program Services, and authorized the City Manager or designee to execute the agreement.
- 7.c. Adopted Resolution No. 26-051, authorizing participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for Fiscal Year 2027-2029, authorizing the City's participation in the County of Los Angeles Urban County Program, and authorizing the City Manager, or their designee, to execute the Cooperation Agreement with the County of Los Angeles and any related documents necessary to facilitate the City's continued participation in the Urban County Program.

8. PUBLIC HEARINGS

- 8.a. **CONTINUED FROM THE JUNE 16, 2026, REGULAR CITY COUNCIL MEETING: CONSIDERATION TO WAIVE FULL READING AND INTRODUCE ORDINANCE NO. 1292 AFFIRMING THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE ZONE TEXT AMENDMENT (NO. 26-02) TO AMEND SOUTH EL MONTE MUNICIPAL CODE SECTION 17.03.230 TO IMPOSE A BUFFER DISTANCE ON MASSAGE BUSINESSES FROM THE JURISDICTIONAL BOUNDARIES OF 350 FEET AND A 1,000 FOOT BUFFER DISTANCE FROM ALL SENSITIVE USES AND OTHER MASSAGE BUSINESSES**

Mayor Olmos announced the item, and Gerardo Marquez, Director of Community Development and Public Works, provided a report.

Discussion topics included how long the policy has been in place, how many revocations have occurred, how many applications have been received since the illegal establishment was closed, questions on parcel restrictions being challenged, clarification on which map was the most restrictive option, human trafficking and prostitution patterns to justify a total ban, State laws prohibiting conflating massage business with adult entertainment, other therapy business types or spas as lawful professions, defining the differences in the ordinance, not

PUBLIC HEARINGS (CONTINUED)

Item 8.a.

accepting “parlors” versus spas or establishments, applicants trying to operate illicitly under legitimate classifications, continuing the item to get every councilmembers concerns addressed versus the urgency to get regulation in effect.

Mayor Olmos opened the Public Hearing.

1. Samuel Brown, resident, supports the effort to increase Public Safety but encouraged council to be consistent on applying buffer zones near sensitive use areas such as in the planning principles between massage establishments and warehouses.
2. Eduardo Almeida Saucedo spoke on private club activities despite ordinances, the temptation of money, and cleaning up the City streets.
3. Kimberly Valencia, resident, spoke on the buffer zone map similarities to the cannabis buffer zone map, and concerns of a “red light district” for certain illicit activities, and expressed concerns on the impact of vulnerable constituents in those areas.

Mayor Olmos read Public Comments received via email in opposition to the Lexington-Gallatin project.

1. Leslie Lopez
2. Chrystal Garza
3. Kaylee Flores
4. Bethany Contreras

There being no further public comments, Mayor Olmos closed the Public Hearing.

Motion by Councilmember Rodriguez, seconded by Councilmember Delgado, to determine that Ordinance No. 1292 is categorically exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines Section 15061(b)(3), and waive full reading and introduce Ordinance No. 1292 to impose a buffer distance on massage businesses from the jurisdictional boundaries of 1,000 feet and a 1,000 foot buffer distance from all sensitive uses and other massage businesses.

By consensus, this item was continued to the next meeting to address all of council’s concerns.

At 9:11 p.m., Councilmember Delgado left the chambers.

PUBLIC HEARINGS (CONTINUED)

8.b. PUBLIC HEARING IN COMPLIANCE WITH ASSEMBLY BILL 2561 (CODIFIED AS GOVERNMENT CODE SECTION 3502.3) – STATUS OF VACANT POSITIONS AND RECRUITMENT/RETENTION EFFORTS

Mayor Olmos announced the item, and Rene Salas, City Manager, provided a report.

Mayor Olmos opened the Public Hearing.

There being no public comments, Mayor Olmos closed the Public Hearing.

At 9:14 p.m., Councilmember Delgado returned to the chambers.

Motion by Councilmember Delgado, seconded by Councilmember Acosta, to conduct a public hearing in compliance with AB 2561 and Government Code Section 3502.3, and to receive a report on the status of vacant positions and the City's recruitment and retention efforts. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos

NAYS: Councilmember(s): None

ABSENT: Councilmember(s): None

8.c. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 26-052, APPROVING SPECIAL ASSESSMENT FOR UNPAID TRASH COLLECTION FEES AS OF MARCH 31, 2026, DELINQUENT AND OUTSTANDING AT JUNE 30, 2026

Mayor Olmos announced the item, and Masami Higa, Director of Finance, provided a report.

Mayor Olmos opened the Public Hearing.

1. Denaee Amaya, Director of Government Affairs, Athens Services, introduced herself and made herself available for any questions on the process.

There being no further public comments, Mayor Olmos closed the Public Hearing.

Motion by Councilmember Delgado, seconded by Councilmember Acosta, to adopt Resolution No. 26-052 approving the report of delinquent accounts to be placed as a Special Assessment on the FY2026-2027 property tax roll and to authorize the City Manager, or his designee, to submit the delinquent account report to the Los Angeles County Assessor. Motion passed 5-0, by the following vote:

PUBLIC HEARINGS (CONTINUED)

Item 8.c.

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

At 9:18 p.m., Councilmember Rodriguez left the chambers.

8.d. CONSIDERATION AND APPROVAL OF RESOLUTION NO. 26-053, APPROVING THE ANNUAL LEVY OF THE SEWER SERVICE FEE FOR FISCAL YEAR 2026-2027

Mayor Olmos announced the item, and Jason Espejo, Public Works Analyst, provided a report.

Mayor Olmos opened the Public Hearing.

There being no public comments, Mayor Olmos closed the Public Hearing.

At 9:20 p.m., Councilmember Rodriguez returned to the chambers.

Motion by Mayor Pro Tem Bojorquez, seconded by Councilmember Acosta, to adopt Resolution No. 26-053, adopting the Written Report and approving the annual levy of the Sewer Service Fee for Fiscal Year 2026-2027 at \$35.37 per sewer unit. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

9. GENERAL BUSINESS - None

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

Councilmember Acosta reported he attended the following: the Río Hondo College Foundation Taste of Rio event, the Senior Center Father's Day Luncheon, the Summer Night Market, the San Gabriel Valley Legislative Caucus, the 4th of July Celebration, and the International Soccer Watch Parties.

Mayor Pro Tem Bojorquez reported he attended the following: the Summer Night Market, Supervisor Hilda Solis' South El Monte Drive-Thru Food Distribution, and the 4th of July Celebration.

Councilmember Delgado reported he attended the following: the Summer Night Market, an International Soccer Watch Party, and the 4th of July Celebration.

COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS (CONTINUED)

Councilmember Rodriguez announced he attended the following: the 4th of July Celebration, and an International Soccer Watch Party.

Mayor Olmos reported she attended the following: the Río Hondo College Foundation Taste of Rio event, the Senior Center Father's Day Luncheon, the San Gabriel Valley Legislative Caucus, the Summer Night Market, an America 250th Anniversary Celebration, the Greater El Monte Community Hospital Board Meeting, the Los Angeles County Sanitation District No. 15 Board Of Directors Regular Meeting, the International Soccer Watch Parties, the San Gabriel Valley Council of Governments (SGVCOG) 2028 Olympic & Paralympic Games Ad Hoc Committee, the 4th of July Celebration, and the Senior Center's 4th of July Luncheon.

11. CORRESPONDENCE

11.a. LETTER FROM SOUTH EL MONTE AMERICAN YOUTH SOCCER ORGANIZATION REQUESTING A FACILITY FEE WAIVER FOR THE USE OF DEAN L. SHIVELY PARK FIELD AND CONSIDERATION TO WAIVE THE LIGHT FEES ASSOCIATED WITH THE RESERVATION

Motion by Councilmember Acosta, seconded by Councilmember Delgado, to discuss and consider the facility fee waiver request for the use of Shively Park field in the amount of \$21,700.00 and the request to waive the reservation light fees at Shively Park field in the estimated amount of \$14,557.50. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

11.b. LETTER FROM THE SOUTH EL MONTE NATIONAL LITTLE LEAGUE REQUESTING A FACILITY FEE WAIVER FOR THE USE OF NEW TEMPLE PARK FIELDS AND CONSIDERATION TO WAIVE THE PARK LIGHT FEES

Motion by Councilmember Acosta, seconded by Mayor Pro Tem Bojorquez, to discuss and consider the facility reservation fee waiver request for the use of the New Temple Park fields in the estimated amount of \$11,700.00 and the request to waive the light fees in the estimated amount of \$4,140.00. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR GLORIA OLMOS

1. That with this new Arts District coming in, no Mayor or Councilmember can have any type of affiliation or any type of business for self or family members for up to at least two years of being out of their elected position. To prevent any conflict of interest.

Discussion topics included how councilmembers are already restricted on using their public office to influence decisions or benefit their own businesses, that there are already State laws that cover this topic citywide for up to a year after an official leaves office, and this item would have come back at a future meeting to make it more stringent and to apply it specifically to the Arts District.

Received and filed.

2. Create steps with the grass area instead of leveling out the grassy area where the pools are to accommodate a safer area.

Discussion topics included steps creating another slip and fall liability, if any other document incidents exist, the safety of having steps to go up a hill, concerns with skateboarders, reviewing costs to add steps or a ramp, and discussing potential additional hazard issues with the insurance company.

Received and filed.

3. It was brought to my attention that a Councilmember is no longer living in our city. He's renting out his home. Send out notice of the rules they must live in South El Monte not just own to rent out.

Discussion topics included confirming which councilmember is alleged to no longer reside in the city, issues with rumors and hearsay making it to the agenda, prior history on the same topic regarding a commissioner not residing in the City, addressing the issue prior to reaching the agenda, warnings of slander, invasion of privacy and encouragement of monitoring councilmembers daily schedules, and having the City Attorney send out the letter on rules of residence.

Received and filed.

12.b. COUNCILMEMBER HECTOR DELGADO

1. Action/discussion/direction on placing before our voters in the November 2026 Election, consideration of having term limits or limiting terms (4 or 5) for our City Council/Mayor.

COUNCILMEMBERS' AGENDA (CONTINUED)

Item 12.b.1.

Discussion topics included term limits used as a tool to engage communities in transparency, to cut down on corruption, as opportunities for new ideas and new people to come to the table, options other cities use, councilmembers can self-impose term limits by not running, voters can impose term limits by not reelecting councilmembers, agreeing with cool-off periods before being able to run again, residents have voiced this for some time, supporting four terms to allow time to complete projects, and the cost to include the measure on the ballot.

Motion by Councilmember Delgado, seconded by Councilmember Acosta, to place a ballot measure for the voters to decide on a four four-year terms limit with a lifetime ban after that four-term. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

2. Action/discussion/direction on placing before our voters in the November 2026 Election, consideration of going back to having a rotating mayorship.

Discussion topics included that mayorship in the City was rotating since incorporation in 1958, mayorship was changed to an elected position in the 2000s, going back to rotating mayorship reserves the council as coequals as a whole equal body, avoids separate mayoral election costs, the title is ceremonial, addresses complacency, corruption, and conflict of interest issues, current FPPC violation cases, active investigations, and lawsuits, building trust back in the mayorship, taking away the voters right to choose their mayor, challenging each other for mayorship through votes, council bullying through majority votes, Democratic principles, the structure of similar small cities having a ceremonial Mayor with equal power versus larger cities having elected Mayors with executive power, most cities default to rotating mayor because it's not an executive role, voters might decide to keep mayorship the way it is, and majority vote has been blocking certain individuals from the Mayor Pro Tem role.

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to place a ballot measure for the voters to decide on going back to rotating mayor. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

13. CLOSED SESSION

At 10:14 p.m., Mayor and City Council recessed into Closed Session.

13.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1) Name of case: GLORIA OLMOS, an individual, Plaintiff v. CITY OF SOUTH EL MONTE; SOUTH EL MONTE CITY COUNCIL; RUDY BOJORQUEZ, an individual and in his official capacity; HECTOR DELGADO, an individual and in his official capacity; LARRY RODRIGUEZ, an individual and in his official capacity; and DOES 1 THROUGH 20, INCLUSIVE, Defendants.

13.b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(4): One matter

13.c. CONFERENCE WITH LEGAL – ANTICIPATED LITIGATION

Pursuant to California Government Code Section 54956.9(d)(2) and 54969(e)(1): One Matter

At 10:35 p.m., Mayor Olmos reconvened the meeting with all councilmembers present and announced the meeting would continue past 10:00 p.m.

Susie A. Altamirano, City Attorney, announced there was no update on Item 13.a., City Council discussed Items 13.b. through 13.c., reports were provided, feedback was given, no reportable action.

14. ADJOURNMENT

There being no further business coming before this body, at 10:37 p.m., Mayor Olmos adjourned the meeting to a Regular City Council Meeting on Tuesday, July 21, 2026, at 6:00 p.m.

Minutes prepared by Sabrina A. Muhne, Deputy City Clerk.

Adrian Garcia, MMC, City Clerk

Gloria Olmos, Mayor

CITY OF SOUTH EL MONTE
REGULAR CITY COUNCIL AND SUCCESSOR AGENCY MEETING MINUTES
Tuesday, July 21, 2026 - 6:00 PM
1415 Santa Anita Avenue, South El Monte, California 91733

Mayor Olmos called the meeting to order at 6:00 P.M.

1. ROLL CALL

PRESENT: Councilmember/Board Acosta, Delgado, Rodriguez, Mayor Pro
Member(s): Tem/Vice Chair Bojorquez, and
Mayor/Chair Olmos

ABSENT: Councilmember/Board None
Member(s):

STAFF PRESENT: Rene Salas, City Manager; Susie A. Altamirano, City Attorney;
Adrian Garcia, City Clerk; Gerardo Marquez, Director of Community Development
and Public Works; Iyob Tessema, Director and Sabrina Muhne, Deputy City Clerk.

Zoom was provided for the public to participate during Public Comment via
teleconference.

2. PLEDGE OF ALLEGIANCE – Mayor Pro Tem Rudy Bojorquez led the Pledge of
Allegiance.

3. INVOCATION – Mayor Gloria Olmos offered the invocation.

4. PRESENTATIONS

4.a. Deputy Cortes presented the Sheriff's Department Report for the month of
June 2026.

4.b. Code Enforcement Supervisor Rodriguez presented the Code Enforcement
and Parking Enforcement Report for the month of June 2026.

**5. APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF
ORDINANCES**

Motion by Councilmember Acosta, seconded by Councilmember Delgado, to
approve the agenda. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem
Bojorquez, and Mayor Olmos

NAYS: Councilmember(s): None

ABSENT: Councilmember(s): None

6. PUBLIC COMMENT

Mayor Olmos read Public Comments received via email in opposition to the Lexington-Gallatin project.

1. Carlos Armendariz
2. Lizeth Sanchez
3. Sabrina Garza
4. Tiffany Rice, Ph.D.
5. Chrystal Garza
6. Pedro Piña
7. Jonathan Montalvo
8. Emily Lares
9. Naty Pina

Mayor Olmos opened Public Comment.

1. Amanda Contreras, Library Manager, South El Monte Library, shared that the summer reading program is about to end, shared upcoming library programs, and that Baby Storytime will be ending but other baby programs such as Baby Dance will begin as well as an upcoming adult paint night.
2. Jazmine Cuevas, District Representative, State Senator Susan Rubio's Office, introduced herself and announced that she will be working with the council soon.
3. Vera Valdiviez, resident, expressed concerns and possible corruption regarding the Lexington-Gallatin project, and opposed the proposed warehouse in the City.
4. Cristian Cazares, resident, expressed safety concerns for his family and neighbors, and with not being heard by the City for ongoing issues in his neighborhood with no follow-up, and requested assistance.
5. Ami Smith, resident, shared data on the City, expressed concerns on the Lexington-Gallatin project, and opposed the proposed warehouse providing alternative options to create a legacy and to spend money within the City instead of having to leave the City for services, shopping, or entertainment.
6. Jeff Morris, retired South El Monte High School teacher and Legislative Advocate of the South El Monte Parent Teacher Association, expressed concerns on the Lexington-Gallatin project, opposed the proposed warehouse due to its proximity to the high school and the residential neighborhood, expressed concerns on the 2222 Rosemead warehouse due to potential vacancy or traffic backup issues, and expressed concerns on increased costs or taxes to maintain the Lexington-Gallatin park if approved.

PUBLIC COMMENT (CONTINUED)

7. Robert Yrigoyen, resident, supported Ami Smith's comments, spoke on previous conversations with a councilmember on cannabis votes, expressed concerns on the Lexington-Gallatin project, expressed concerns on Consent Calendar Item 7.b., requesting for the Warrants to be openly discussed for transparency instead of routinely approved.
8. Maria Vega expressed support for the Lexington-Gallatin project to have more large parks in the community, and understands the traffic and pollution concerns would be reduced through a one-truck per hour alternative.
9. Valeria Cisneros expressed support for the Lexington-Gallatin project to create an affordable park space for the community, and understands the traffic and pollution concerns would be reduced through a one-truck per hour alternative.
10. Amanda Cisneros expressed support for the Lexington-Gallatin project to establish the park for children to engage in sports and activities, and to create jobs for young adults.
11. Silvia Andrade expressed support for the Lexington-Gallatin project to provide soccer fields as opportunities for youth to stay off the streets and to stay off drugs.
12. Aracely Ferrer expressed support for the Lexington-Gallatin project as a foster mom who frequently visits parks and feels unsafe at other City parks, or experiences uncleanliness in the park bathrooms, and expressed support for an athletic field to visit.
13. Carmen Calconas, resident, expressed support for the Lexington-Gallatin project, expressed concerns on misinformation that is being circulated, shared tax money that warehouses will bring in, and shared her review of the environmental reports.
14. Richard Burns, resident and representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project due to the jobs it creates for union construction projects and for local hire, and to create an opportunity for residents to live and work in the City.
15. Coby Joe Perez, representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project as a career opportunity for local hire and young adults.
16. Isa Peralta, former resident, expressed concerns on the Lexington-Gallatin project, to improve the current parks, opposed warehouse jobs, and expressed concerns on project supporters not living in the City.

PUBLIC COMMENT (CONTINUED)

17. Patricia Saucedo, resident, opposed the Lexington-Gallatin project, believing there is a lack of transparency, the developers plan to abandon the property and leaving the City liable, and expressed concerns on the April 28, 2026, Planning Commission conversations with the developer.
18. Carmen Almanzor, spoke on issues in the economy, the need for investors, and supported the Lexington-Gallatin project.

At 7:36 p.m., Councilmember Rodriguez left the chambers.

At 7:40 p.m., Councilmember Rodriguez returned to the chambers.

19. Gregory Martinez, former resident, opposed the Lexington-Gallatin project due to the lasting environmental impact on the community, expressed concerns on environmental hazards, undermining public trust with incomplete, misleading, or inconsistent information, preying on vulnerable communities, and requested the Council to reject the project in its current form until the public has received complete and honest information.
20. Carmen Piña, resident, expressed concerns on the Lexington-Gallatin project due to the CEQA and AQMD findings, allowing developers to spread misinformation and manipulate vulnerable communities, and opposed the project due to environmental responsibility and to protect the public.
21. Teresa Vega, resident of El Monte, expressed support of the Lexington-Gallatin project to create jobs and invest taxpayer money into more parks to improve the lives of residents in both Cities.
22. Emily Ruiz expressed support for the Lexington-Gallatin project to bring jobs and parks, and understands there are mitigation efforts to handle the pollution concerns.
23. Maria Gomez expressed support for the Lexington-Gallatin project to bring an open park space for her grandkids.

At 8:52 p.m., Councilmember Delgado left the chambers.

At 8:53 p.m., Councilmember Delgado returned to the chambers.

At 8:53 p.m., Councilmember Rodriguez left the chambers.

At 8:56 p.m., Councilmember Rodriguez returned to the chambers.

24. Fidel Acosta, resident, expressed concerns that the Spanish speakers in support of the project were coerced by the developers, expressed concerns on the Lexington-Gallatin project, and that the park or a sports complex could be built without the warehouse.

PUBLIC COMMENT (CONTINUED)

25. Kimberly Valencia, resident, spoke on Councilmembers' Agenda Item 13.a. requesting the release of records, spoke on transparency, Code Enforcement activity, and the legacy of the Lexington-Gallatin project.
26. Ida, resident, opposed the Lexington-Gallatin project, expressing concerns on warehouses and senior citizens being targeted by developers.
27. Horvelinda Chacon expressed support of the Lexington-Gallatin project, to create jobs for people who really need them.
28. Greg Villegas, resident, expressed concerns on the Lexington-Gallatin project changing zoning rules for the developer, expressed concerns on the environmental impact and for residents with respiratory issues living by the freeway and also a warehouse, and requested Council to stand with the community to say no to the project.
29. Sarah Villegas shared the community's fight against the Lexington-Gallatin project, and opposed the project.
30. Susan Gutierrez, resident, shared that the City parks are clean and safe, spoke on jobs, and shared a quote on deception by omission.
31. Balam Corzantes, resident, shared the passion behind opposing the warehouse project and expressed concerns on potentially standing with the developers over the neighbors, and opposed the Lexington-Gallatin project.
32. Frank Villegas, resident, expressed concerns on the warehouse proposed for the Lexington-Gallatin project, shared other building options, and spoke on SB 936 concerning the nitrous oxide issues in the City.
33. Eric, resident, expressed concerns on the zoning issues, flooding issues, and environmental reports on the Lexington-Gallatin project, opposed the project beyond a warehouse due to causing health issues, and expressed a transparency concern in the information distributed among the Spanish speakers versus the English speakers.
34. Pedro Piña, resident, opposed the Lexington-Gallatin project, expressed concerns on the misinformation spread in the community, and the potential alternatives for the City.
35. Peter Gonzalez, resident, expressed concern for the community issues, environmental issues, misplacing pollution blame, and supported the Lexington-Gallatin project.
36. Eduardo Saucedo spoke on alternative options for the Lexington-Gallatin project, spoke on transparency in candidate's campaign finances, cleaning up the freeway ramps before the Olympics, the Kruze building as a boxing gym, and residents who lost money to Rustic & Chic.

PUBLIC COMMENT (CONTINUED)

37. Ramona Lopez expressed support for the Lexington-Gallatin project.
38. Jonathan Aceves, resident, recognized Council's voicing an openness to the Lexington-Gallatin project with no decisions being made yet, spoke on the MOU, the property's zoning and original intended use, misconceptions on greenhouse gases, air quality, and pollution, and omissions from the developer's website regarding the City's reimbursement of permits.

There being no further public comments, Mayor Olmos closed Public Comment.

At 9:03 p.m., Mayor Olmos called for a recess.

At 9:10 p.m., Mayor Olmos reconvened the City Council Meeting with a quorum.

7. CONSENT CALENDAR – CITY COUNCIL

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to approve the Consent Calendar for the City Council Meeting. Motion passed 4-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Mayor Pro Tem Bojorquez,
and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): Rodriguez

- 7.a. Approved the Minutes for the June 2, 2026, and June 16, 2026, Regular City Council Meetings.
- 7.b. Adopted Resolution No. 26-054, authorizing payment of City expenditures for the period of July 1, 2026, through July 15, 2026, totaling \$1,569,262.32.
- 7.c. Approved going dark on Tuesday, August 4, 2026, and Tuesday, August 18, 2026.
- 7.d. Adopted Resolution No. 26-055, recommending the nomination of four identified census tracts for Opportunity Zone 2.0 designation by the State of California.
- 7.e. Adopted Resolution No. 26-056, approving and adopting the City-wide Publicly Available Pay Schedule for Fiscal Year 2026-2027 for all full-time and part-time employee positions in accordance with applicable CalPERS requirements, and authorized staff to provide CalPERS with detailed information about all City job classifications and make the adopted resolution containing pay schedules publicly available on the City's website.

8. CONSENT CALENDAR – SUCCESSOR AGENCY

Motion by Board Member Acosta, seconded by Board Member Delgado, to approve the Consent Calendar for the Successor Agency Meeting. Motion passed 4-0, by the following vote:

AYES: Board Member(s): Acosta, Delgado, Vice Chair Bojorquez, and Chair Olmos
NAYS: Board Member(s): None
ABSENT: Board Member(s): Rodriguez

8.a. Approved the Minutes for the June 16, 2026, Successor Agency Meeting.

At 9:15 p.m., Councilmember Rodriguez returned to the chambers.

9. PUBLIC HEARINGS

9.a. CONTINUED FROM THE JULY 7, 2026, REGULAR CITY COUNCIL MEETING: CONSIDERATION TO WAIVE FULL READING AND INTRODUCE ORDINANCE NO. 1292 AFFIRMING THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE ZONE TEXT AMENDMENT (NO. 26-02) TO AMEND SOUTH EL MONTE MUNICIPAL CODE SECTION 17.03.230 TO IMPOSE A 1,000-FOOT BUFFER DISTANCE FROM ALL SENSITIVE USES, OTHER MASSAGE BUSINESSES, AND JURISDICTIONAL BOUNDARIES

Mayor Olmos announced the item, and Gerardo Marquez, Director of Community Development and Public Works, and Chelsea Ballot, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Mayor Olmos opened the Public Hearing.

There being no public comments, Mayor Olmos closed the Public Hearing.

Motion by Councilmember Delgado, seconded by Councilmember Acosta, to determine that Ordinance No. 1292 is categorically exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), and waive full reading and introduce Ordinance No. 1292 by title only to amend South El Monte Municipal Code Section 17.03.230 to establish a 1,000-foot buffer distance from all sensitive uses, other massage establishments in the City, and the City's jurisdictional boundaries. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

10. GENERAL BUSINESS

10.a. APPOINTMENT OF SOUTH EL MONTE COMMUNITY FOUNDATION BOARD OF DIRECTORS

Discussion topics included potential conflict of interest with applicants also being Planning Commissioners, advertising locations of the vacancy notices, clarification on term limits for the board versus term limits for commissioners, and clarification on the board being a separate entity from the City.

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to continue the item to get a larger applicant pool. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

10.b. CONSIDERATION AND APPROVAL OF A RESOLUTION (I) CALLING AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, TO SUBMIT TO SOUTH EL MONTE VOTERS A MEASURE TO ENACT CITY COUNCIL TERM LIMITS; (II) REQUESTING CONSOLIDATION OF SUCH ELECTION WITH THE COUNTY-ADMINISTERED GENERAL ELECTION TO BE HELD ON THE SAME DAY; (III) REQUESTING THE COUNTY BOARD OF SUPERVISORS TO AUTHORIZE THE REGISTRAR-RECORDER/COUNTY CLERK FOR THE COUNTY OF LOS ANGELES TO PERFORM ELECTION SERVICES; AND (IV) SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS AND REBUTTALS REGARDING THE CITY MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS

Mayor Olmos announced the item, and Dulce Rodas, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Discussion topics included consensus on favoring term option three (partial terms not counting as a term) for the ballot and on supporting author option one to be prepared by Mayor Pro Tem Bojorquez and Mayor Olmos, supported by all Council without needing to call a special meeting for approval.

The ballot measure would read, "Shall the terms served by the City Council in South El Monte be limited to no more than four-year terms in their lifetime and where service for their unexpired balance of a vacated City Council, whether by appointment or election, will not count as service for a full four-year term, even if such service is for less than four years in duration," and adding a section to Chapter 2.04.025, "any persons who either by appointment or election services a partial term as a member of the South El Monte shall be deemed to not have served a full four-year term."

GENERAL BUSINESS (CONTINUED)

Item 10.b.

Motion by Councilmember Acosta, seconded by Councilmember Delgado, to adopt Resolution 26-057, (I) calling and giving notice of a General Municipal Election to be held on November 3, 2026 to submit to the City of South El Monte voters a measure to enact Term limits; (II) requesting consolidation of such election with the County-administered General Municipal Election to be held on the same day; (III) requesting the County Board of Supervisors to authorize the Registrar-Recorder/County Clerk for the County of Los Angeles to perform election services; and (IV) setting priorities for filing written arguments and rebuttals regarding the City measure and directing the City Attorney to prepare an impartial analysis; to support the option that partial terms will not count as a full four-year term, to approve the first reading of the related ordinance subject to voter approval, and to approve Mayor Pro Tem Bojorquez and Mayor Olmos to author the ballot argument. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

At 10:00 p.m., Mayor and City Council approved extending the meeting past 10:00 p.m.

10.c. CONSIDERATION AND APPROVAL OF A RESOLUTION (I) CALLING AND GIVING NOTICE OF THE SUBMISSION TO SOUTH EL MONTE VOTERS OF A BALLOT MEASURE TO REVERT THE ELECTIVE OFFICE OF MAYOR TO AN APPOINTIVE POSITION SELECTED BY THE CITY COUNCIL FROM AMONG ITS MEMBERS; (II) ACKNOWLEDGING CITY COUNCIL APPROVAL OF AN ORDINANCE EFFECTUATING THE FOREGOING AMENDMENTS; (III) ORDERING THAT THE BALLOT MEASURE BE SUBMITTED AS PART OF THE CITY'S NOVEMBER 3, 2026 GENERAL MUNICIPAL ELECTION; (IV) REQUESTING THAT THE LOS ANGELES COUNTY BOARD OF SUPERVISORS INCLUDE THE BALLOT MEASURE AS PART OF CITY'S PRIOR ELECTION CONSOLIDATION REQUEST; (V) REQUESTING THAT THE REGISTRAR-RECORDER/COUNTY CLERK PROVIDE SPECIFIC ELECTION ADMINISTRATION SERVICES, INCLUSIVE OF THE BALLOT MEASURE; AND (VI) SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS AND REBUTTALS REGARDING THE BALLOT MEASURE AND DIRECTING PREPARATION OF AN IMPARTIAL ANALYSIS

Mayor Olmos announced the item, and Manny Cruz, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Discussion topics included clarification on which option is for opposition due to believing that residents have the right to choose their mayor, simple majority vote, following election code law, clarification if option one allows two authors in support and two authors against, and Mayor Olmos going on the record of being against the item due to the mayor role statistically not being equal in responsibilities.

GENERAL BUSINESS (CONTINUED)

Item 10.c.

Motion by Councilmember Delgado, seconded by X, to adopt Resolution No. 26-058, (I) Calling and giving notice of a General Municipal Election to be held on November 3, 2026 to submit to the City of South El Monte voters a measure to revert the elective office of Mayor to an appointive position selected by the City Council from among its members; (II) Acknowledging City Council approval of an Ordinance effectuating the foregoing amendments; (III) Ordering that the ballot measure be submitted as part of the City's November 3, 2026 General Municipal Election; (IV) Requesting the Los Angeles County Board of Supervisors include the ballot measure as part of the City's prior election consolidation request; (V) Requesting that the Registrar-Recorder/County Clerk provide specific election administration services, inclusive of the ballot measure; and (VI) Setting priorities for filing written arguments and rebuttals regarding the ballot measure and directing preparation of an impartial analysis; to support the option that City Council can prepare the arguments, and to approve the first reading of the related ordinance subject to voter approval.

Substitute Motion by Councilmember Acosta, seconded by Mayor Olmos, to not approve.

Substitute Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to adopt the Resolution calling for the measure, to approve the first reading of the ordinance, with option one that City Council can prepare arguments in support or against the ballot measure. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

Motion by Councilmember Delgado, seconded by Councilmember Rodriguez, to author the argument in support of reverting the elective office of mayor to an appointive position. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

Motion by Councilmember Acosta, seconded by Mayor Olmos to author the argument against reverting the elective office of mayor to an appointive position. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

11. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

Councilmember Acosta reported he attended the following: a Community Bike Ride, the Summer Night Market, and the National Association of Latino Elected and Appointed Officials (NALEO) Annual Conference.

Mayor Pro Tem Bojorquez reported he attended the following: the Independent Cities Association (ICA) Summer Seminar, the SGV Forward Transit Ad Hoc Subcommittee, and the Southeast Area Animal Control Authority (SEACCA) Commission Meeting.

Councilmember Delgado reported he attended the following: the Independent Cities Association (ICA) Summer Seminar, and the Summer Night Market.

Councilmember Rodriguez announced he had nothing to report.

Mayor Olmos reported she attended the following: a Community Bike Ride, the Summer Night Market, the San Gabriel Valley Council of Governments (SGVCOG) Transportation Committee Meeting, the SGVCOG 2028 Olympic & Paralympic Games Ad Hoc Committee, the SGV Forward Transit Ad Hoc Subcommittee, a Senior Center Luncheon, and the International Soccer Watch Parties.

12. CORRESPONDENCE – None

13. COUNCILMEMBERS' AGENDA

13.a. COUNCILMEMBER MANUEL ACOSTA

1. Discussion and possible action regarding the City's response to the Walk for Justice Public Records Act request, including whether the six identified and withheld records should be released to promote transparency and strengthen public trust during a time of heightened concern over federal immigration enforcement.

Councilmember Acosta summarized his item and directed questions to the City Attorney on council being able to vote to release the records.

Discussion topics included being subject to SB 54 (the California Values Act) which prohibits the use of State and Local resources for immigration enforcement including use to investigate, interrogate, detain or detect for immigration purposes, the public records request being subject to qualifying exemptions under the California Public Records Act, a simple majority can approve waiving privilege in Closed Session, clarification that the item qualifies as a Closed Session Item under Potential Litigation, councilmembers releasing the records individually instead of as a whole being a violation, and what action would be disclosed during a Closed Session readout.

This item was received and filed.

14. CLOSED SESSION

At 10:38 p.m., Mayor and City Council recessed into Closed Session.

14.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Name of case: GLORIA OLMOS, an individual, Plaintiff v. CITY OF SOUTH EL MONTE

14.b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: APN 8119-005-911

Agency negotiator: Rene Salas, City Manager

Negotiating parties: U.S. Army Corps of Engineers

Under negotiation: Price and terms of payment as it relates to interests in real property

14.c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: APN 8113-009-800, 8113-022-800, 8113-022-801, and 8113-022-802

Agency negotiator: Rene Salas, City Manager

Negotiating parties: Southern California Edison

Under negotiation: Price and terms of payment as it relates to interests in real property

14.d. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: 9617 Alpaca Street, South El Monte, California 91733

Agency negotiator: Rene Salas, City Manager

Negotiating parties: Alpaca Park LLC

Under negotiation: Price and terms of payment as it relates to interests in real property

14.e. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to California Government Code Sections 54956.9(d)(2) and 54956.9(e)(1): one matter

14.f. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to California Government Code Sections 54956.9(d)(2) and 54969(e)(1): one matter

At 11:50 p.m., Mayor Olmos reconvened the meeting with all councilmembers present.

Susie A. Altamirano, City Attorney, announced City Council discussed Items 14.a., no update, City Council discussed Items 14.b. through 14.f., reports were provided, feedback was given, no reportable action.

15. ADJOURNMENT

There being no further business coming before this body, at 11:51 p.m., Mayor Olmos adjourned the City Council and Successor Agency Meeting in honor of Thomas “Tom” Reyes, a longtime resident, and Brian Chung, to a Regular City Council Meeting on Tuesday, September 1, 2026, at 6:00 p.m.

Minutes prepared by Sabrina A. Muhne, Deputy City Clerk.

Adrian Garcia, MMC, City Clerk

Gloria Olmos, Mayor



City Council Agenda Report

Agenda Item No. 7.b.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Masami Higa, Director of Finance

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION NO. 26-064, APPROVING WARRANTS FOR THE PERIOD OF AUGUST 27, THROUGH SEPTEMBER 9, 2026

SUMMARY: Authorizing payment of City expenditures for the period of August 27, 2026, through September 9, 2026, totaling \$1,576,562.60.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 26-064, authorizing payment of City expenditures.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

- A. Resolution No. 26-064
- B. Exhibit A

ATTACHMENT A

RESOLUTION NO. 26-064

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL
ALLOWING CERTAIN CLAIMS AND DEMANDS FOR THE
PERIOD OF AUGUST 27, 2026, THROUGH SEPTEMBER 9,
2026, TOTALING \$1,576,562.60.

**THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY
RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:**

SECTION 1: That in accordance with Section 37202 of the Government Code, the
Finance Director hereby certifies to the accuracy of the following demands and the availability of
funds for payment thereof.

Finance Director

SECTION 2: That the following claims and demands have been audited as required by
law and that the same are hereby allowed in the amount hereafter set forth.

	<u>CLAIMANT</u>	<u>CLAIM PERIOD</u>	<u>WARRANT #'S</u>	<u>AMOUNT</u>
FY 26/27	Electronic Warrants	8/27/26-9/9/26	DFT0003930-3966	\$ 332,274.04
FY 26/27	Regular Warrants	8/27/26-9/9/26	19155-19245	\$1,023,494.87
Payroll	Direct Deposit	PPE: 8/29/26	14433-14545	\$211,425.73
Payroll	Manual Check	PPE: 8/29/26	2553-2561	\$5,922.57
Payroll	Check	PPE: 8/29/26	2562-2563	\$3,445.39

TOTAL EXPENDITURES RESOLUTION NO. 26-064 \$1,576,562.60.

PASSED, APPROVED, AND ADOPTED this 15th day of September 2026.

Gloria Olmos, Mayor

ATTEST:

Adrian Garcia, MMC, City Clerk

Attachment: Exhibit A – Expense Report

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Adrian Garcia, MMC, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 26-064, was duly passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 15th day of September 2026, and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Adrian Garcia, MMC, City Clerk



South El Monte, CA

ATTACHMENT B

Warrant Register
City Council Meeting 9/15/26
Payable Dates 8/27/2026 - 9/9/2026

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0180.1800.5910	DAVID DE VRIES	19155	09/03/2026	Per Diem for ICSC San Diego Conference	336.00
01.0100.1050.5938	ERIC FRANCISCO DIAZ	19156	09/03/2026	SUMMER'26 EDUCATION REIMBURSEMENT	5,256.93
01.0140.1430.5910	GERARDO MARQUEZ	19157	09/03/2026	Per Diem for ICSC San Diego Conference	336.00
01.0000.0000.2245	INTERNATIONAL BROTHERHOOD OF 986 TCWH	19158	09/03/2026	Aug- 2026 Billing Period-Admin	1,536.00
01.0000.0000.2245	INTERNATIONAL BROTHERHOOD OF 986 TCWH	19158	09/03/2026	Aug- 2026 Billing Period-Misc	700.00
01.0000.0000.2260	METROPOLITAN LIFE INSURANCE COMPANY	19159	09/03/2026	SEPTEMBER 2026 DENTAL	6,182.13
01.0000.0000.2224	STANDARD INSURANCE	19160	09/03/2026	SEPTEMBER - SUPPLEMENTAL LIFE AND AD&D	387.50
01.0000.0000.2225	STANDARD INSURANCE	19161	09/03/2026	SEPTEMBER Life Insurance, AD&D LTD & ST Disability	9,007.66
01.0140.1430.5910	TIFFANY SUSAN HO	19162	09/03/2026	Per Diem for ICSC San Diego Conference	336.00
01.0100.1050.5938	BRIANNA BADAR	19163	09/03/2026	SUMMER'26 EDUCATION REIMBURSEMENT	2,496.11
01.0000.0000.4512	ADRIAN LOPEZ	19164	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0150.1540.5431	ADRIANA ZAVALETA	19165	09/09/2026	Summer Camp supplies	550.00
01.0151.1543.5952	ALLIANT INSURANCE SERVICES	19166	09/09/2026	National Night Out	329.00
01.0151.1545.5430	ALLIANT INSURANCE SERVICES	19166	09/09/2026	Night Market Insurance	463.00
01.0170.1770.5525	ANDY TRUONG	19167	09/09/2026	#18 REPAIR FRONT BRAKES	555.28
01.0000.0000.4512	ANGEL HERNANDEZ	19168	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0170.1100.5215	ANTONIO FERNANDEZ SANCHEZ	19169	09/09/2026	Refund Citation FTB-Wrong Person	64.00
01.0170.1520.5914	AREA D	19170	09/09/2026	Area D Membership	1,946.10
01.0170.1100.5956	AUTO ACCESSORIES EMERGENCY LIGHT INC	19171	09/09/2026	#27 NEW LIGHT BAR	2,477.47
01.0170.1770.5525	AUTO ACCESSORIES EMERGENCY LIGHT INC	19171	09/09/2026	#27 NEW LIGHT BAR	2,477.47
01.0170.1100.5956	AUTO ACCESSORIES EMERGENCY LIGHT INC	19171	09/09/2026	#27 RADIO SYSTEM INSTALL	750.00
01.0170.1100.5956	AUTO ACCESSORIES EMERGENCY LIGHT INC	19171	09/09/2026	#51 RADIO SYSTEM INSTALL.	750.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	JUL'26 SPECIAL CLEANING SCTR	480.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	SPECIAL CLEANING SCTR	1,200.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS PSO	145.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS MCTR	250.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS MCTR	600.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS SCTR	600.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS CCTR	3,240.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS CHALL	1,005.00
01.0170.1020.5515	BASE HILL, INC.	19172	09/09/2026	AUG'26 JANITORIAL SVCS SCTR	2,495.00
01.0000.0000.4512	BRANDON NGUYEN	19173	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0100.1040.5922	BROTHERS AWARDS & TROPHIES	19174	09/09/2026	DG-State of the City Plaques	199.35
01.0100.1060.5825	CALIFORNIA JPJA	19175	09/09/2026	7/26-6/27 POLLUTION LIABILITY INSURANCE	3,395.00
01.0100.1060.5810	CALIFORNIA JPJA	19175	09/09/2026	FY 26-27 LIABILITY INSURANCE	418,614.00
01.0100.1060.5815	CALIFORNIA JPJA	19175	09/09/2026	FY 26-27 WORKERS COMPENSATION	285,861.00
01.0130.1310.5903	CALIFORNIA MUNICIPAL STATISTICS, INC	19176	09/09/2026	PROPERTY TAX SERVICES	600.00
01.0000.0000.4512	CHRISTIAN LOPEZ JR	19177	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0000.0000.4512	CHRISTOPHER MARK	19178	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0100.1030.5215	COLANTUONO, HIGHSMITH & WHATLEY, PC	19179	09/09/2026	AUG'26 PROFESSIONAL SERVICES	593.00
01.0130.1330.5931	COUNTY OF LOS ANGELES (C/O LOS ANGELES REGIONAL INTEROPERABLE COMMUNNICATIONS SYSTEM)	19180	09/09/2026	SEI Monte FY26 / 27-02 - AUG'26 RADIO SVCS	600.00
01.0000.0000.4554	DARLENE HOLGUIN	19181	09/09/2026	MVD DAMAGE DEPOSIT	50.00
01.0180.1800.5215	DAWSON & ASSOCIATES, INC	19182	09/09/2026	MAY '26 - PROFF. CONTRACT SVCS.	4,950.00
01.0180.1800.5215	DAWSON & ASSOCIATES, INC	19182	09/09/2026	JULY '26 - CONSULTING SVCS.	19,150.00

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0000.0000.4560	DIANA TINOCO	19183	09/09/2026	SIBLING DISCOUNT SWIM LESSON RFND	10.00
01.0000.0000.4560	DIANA TINOCO	19183	09/09/2026	SWIMMING LESSON REFUND	60.00
01.0000.0000.4520	DOLORES SERRANO	19184	09/09/2026	DODGER SENIOR EXCURSION	126.00
01.0160.1620.5520	ECOLAB PEST ELIM. DIVISION	19185	09/09/2026	8/25 PEST CONTROL SCTR	325.00
01.0160.1620.5520	ECOLAB PEST ELIM. DIVISION	19185	09/09/2026	9/01 PEST CONTROL SCTR	325.00
01.0160.1620.5520	ECOLAB PEST ELIM. DIVISION	19185	09/09/2026	6/03 PEST CONTROL SCTR	346.15
01.0170.1720.5520	ECOLAB PEST ELIM. DIVISION	19185	09/09/2026	8/27 PEST CONTROL YARD	166.85
01.0160.1610.5520	ECOLAB PEST ELIM. DIVISION	19185	09/09/2026	8/27 PEST CONTROL CCTR	85.54
01.0100.1050.5406	EL MONTE PRINTING	19186	09/09/2026	BUSINESS CARDS	71.99
01.0151.1546.5406	EL MONTE PRINTING	19186	09/09/2026	CHRISTMAS WISH SUPPLIES: ENVELOPES	465.15
01.0000.0000.4512	EMMANUEL ALAS	19187	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0130.1310.5913	EMPOWER TRUST COMPANY, LLC	19188	09/09/2026	April' 26 - June' 26 INVESTMENT ACCESS FEE	250.00
01.0170.1750.5520	EWING IRRIGATION	19189	09/09/2026	MERCED IRRIGATION SUPPLIES	48.23
01.0170.1750.5520	EWING IRRIGATION	19189	09/09/2026	MERCED IRRIGATION SUPPLIES	25.86
01.0170.1750.5520	EWING IRRIGATION	19189	09/09/2026	IRR REPAIR STOCK	473.33
01.0160.1650.5520	EWING IRRIGATION	19189	09/09/2026	NTP IRR REPAIRS	328.27
01.0160.1650.5520	EWING IRRIGATION	19189	09/09/2026	NEW TEMPLE PARK IRR REPAIRS	508.89
01.0170.1770.5525	GOT PROPANE INC	19190	09/09/2026	FORKLIFT PROPANE	25.03
01.0160.1610.5520	GRANT'S TRUE VALUE HARDWARE	19191	09/09/2026	CCTR SCREWS	8.61
02.0170.1760.5540	GRANT'S TRUE VALUE HARDWARE	19191	09/09/2026	ST/RD MNTC PAINT	67.37
01.0160.1650.5520	GRANT'S TRUE VALUE HARDWARE	19191	09/09/2026	NTP REPAIR SUPPS	28.39
01.0170.1710.5520	GRANT'S TRUE VALUE HARDWARE	19191	09/09/2026	MNTC BRUSHES CHALL	18.31
01.0160.1610.5520	GRANT'S TRUE VALUE HARDWARE	19191	09/09/2026	PAINT SUPPS CCTR	22.40
01.0170.1710.5520	HAJOCA CORPORATION	19192	09/09/2026	WATER FILTERS CITY HALL	335.53
01.0000.0000.4512	HENRY ALFARO	19193	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0130.1310.5904	HINDERLITER, DE LLAMAS & ASSOC	19194	09/09/2026	Q1/2026 SALES TAX AUDIT	3,327.22
01.0130.1310.5904	HINDERLITER, DE LLAMAS & ASSOC	19194	09/09/2026	Q4 2025 MEASURE ES ALLOCATION	(147.84)
01.0130.1310.5904	HINDERLITER, DE LLAMAS & ASSOC	19194	09/09/2026	JULY-SEPT'26 SALES TAX	5,133.95
01.0170.1720.5520	INDUSTRIAL PIPE & STEEL	19195	09/09/2026	MISC REPAIR SUPPS YARD	17.68
01.0170.1100.5215	INTER-CON SECURITY SYSTEMS, INC.	19196	09/09/2026	AUG. '26 - PARKING ENFORCEMENT OFFICERS SERVICES	19,778.85
01.0100.1050.5910	IYOB TESSEMA	19197	09/09/2026	USI Symposium Breakfast	45.00
02.0170.1760.5540	JCL TRAFFIC SERVICES	19198	09/09/2026	STREET NAME SIGNS	1,301.52
02.0170.1760.5540	JCL TRAFFIC SERVICES	19198	09/09/2026	ST/RD MNTC PAINT & PARTS	1,701.26
02.0170.1760.5540	JCL TRAFFIC SERVICES	19198	09/09/2026	ST/RD MNTC PAINT	1,715.62
01.0000.0000.4512	JESUS ORBE	19199	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0170.1475.5215	JOHN L. HUNTER AND ASSOCIATES, INC.	19200	09/09/2026	JULY '26 - IW PROGRAM SVCS.	9,353.25
70.0900.9020.5215	JOHN L. HUNTER AND ASSOCIATES, INC.	19200	09/09/2026	JULY '26 - NPDES PROGRAM SVCS.	7,269.75
01.0170.1475.5215	JOHN L. HUNTER AND ASSOCIATES, INC.	19200	09/09/2026	JULY '26 - LAND DEVE. PROGRAM SVCS.	826.75
25.0550.5510.5215	JOHN L. HUNTER AND ASSOCIATES, INC.	19200	09/09/2026	JULY '26 - USED OIL RECYCLING	651.75
01.0170.7020.5406	JORGE A PULIDO ARRIERO	19201	09/09/2026	CODE DRINKING WATER	36.95
01.0160.1610.5406	JORGE A PULIDO ARRIERO	19201	09/09/2026	9/2 CCTR WTR GALLONS	30.95
01.0170.1020.5406	JORGE A PULIDO ARRIERO	19201	09/09/2026	9/2 DRINKING WATER/ YARD	118.32
01.0000.0000.4508	KAREN CHOI	19202	09/09/2026	FIELD TRIP RFND WK 9	10.00
01.0000.0000.4508	KAREN CHOI	19202	09/09/2026	SUMMER CAMP RFND WK 9	100.00
01.0000.0000.4554	KAREN DE LA TORRE	19203	09/09/2026	DAMAGE DEPOSIT AND CLEAN UP RFND	900.00
01.0160.1660.5520	KAY PARK RECREATION CORPORATION	19204	09/09/2026	CONCRETE HOT ASH RECEPTACLES	2,687.05
01.0170.1720.5520	L.A. COUNTY FIRE DEPARTMENT	19205	09/09/2026	FY 26-27 -HAZ MAT PROGRAM/ 1900 CENTRAL	2,220.00
01.0170.1710.5520	L.A. COUNTY FIRE DEPARTMENT	19205	09/09/2026	FY 26-27 -HAZ MAT TANKS PROGRAM CHALL	1,263.00
01.0110.1110.5635	L.A. COUNTY SHERIFF'S DEPT.	19206	09/09/2026	JULY'26 TRAFFIC ENFORCEMENT	2,856.11
01.0110.1110.5635	L.A. COUNTY SHERIFF'S DEPT.	19206	09/09/2026	JUL'26 CRIME SUPPRESSION	13,467.71
01.0110.1110.5633	L.A. COUNTY SHERIFF'S DEPT.	19206	09/09/2026	JUL'26 SPECIAL EVENTS OT	9,650.13
01.0110.1110.5633	L.A. COUNTY SHERIFF'S DEPT.	19206	09/09/2026	JUL'26 FIFA WATCH PARTY OT	5,763.58
01.0000.0000.4554	LAURA JOHNSON	19207	09/09/2026	MVD CR RESV RFND	300.00

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0150.1540.5431	LEIDI DIANA JUAREZ	19208	09/09/2026	Summer Camp supplies	900.00
01.0150.1540.5956	MAKE IT LA LLC	19209	09/09/2026	Staff Polo Uniforms	1,998.00
01.0000.0000.4512	MICHAELANGELO GARCIA	19210	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0170.1720.5520	NAPA AUTO PARTS	19211	09/09/2026	MAINT. YARD 5 V-BELTS EXHAUST FAN	89.95
01.0150.1530.5430	NORMA RODRIGUEZ ORTIZ	19212	09/09/2026	AUG'26 FOLKLORICO/DANCE INSTRUCTOR	490.00
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JULY'26 CITY COUNCIL SERVICES	55,158.32
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 CITY MANAGER SERVICES	538.20
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 CITY CLERK SERVICES	6,142.60
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 HUMAN RESOURCES SERVICES	5,862.00
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 FINANCE SERVICES	179.40
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 PUBLIC WORKS SERVICES	89.70
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 COMMUNITY DEVELOPMENT SERVICES	26,270.43
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 COMMUNITY SERV. SERVICES	1,196.00
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 PLANNING SERVICES	897.00
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 SPECIAL PROJECT - LITIGATION	1,982.50
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 ECONOMIC DEVELOPMENT SERVICES	1,917.90
01.0100.1030.5215	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	19213	09/09/2026	JUL'26 RISK MANAGEMENT SERVICES	1,897.20
01.0170.1740.5545	OMEGA INDUSTRIAL SUPPLY, INC.	19214	09/09/2026	GRAFFITI REMOVER BUILDINGS/PARK	998.72
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	19215	09/09/2026	RUMBLE BAR KIT ST/RD MNTC	1,755.91
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	19215	09/09/2026	RUMBLE BAR KIT	1,255.91
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	19215	09/09/2026	RUMBLE BAR KIT	1,255.91
02.0170.1760.5540	PACIFIC PRODUCTS AND SERVICES LLC	19215	09/09/2026	RUMBLE BAR KIT	1,255.91
01.0160.1610.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ CCTR	59.34
01.0160.1620.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ SCTR	59.34
01.0160.1630.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ MCTR	59.34
01.0160.1640.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ POOLS	59.30
01.0160.1650.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ NTP	123.22
01.0160.1670.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ MVD	123.22
01.0170.1710.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ CHALL	152.95
01.0170.1710.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ PSO	113.63
01.0170.1720.5520	POST ALARM SYSTEMS	19216	09/09/2026	OCT'26 ALARM SVCS/ YARD	178.70
01.0130.1330.5950	QUADIENT LEASING USA, INC.	19217	09/09/2026	SEPT-DEC'26 QUARTERLY LEASE	439.93
01.0130.1330.5950	QUADIENT LEASING USA, INC.	19217	09/09/2026	OCT-JAN'27 QUARTERLY LEASE	964.37
01.0000.0000.4512	RAYMOND EBERT	19218	09/09/2026	ADULT BASKETBALL LEAGUE WINNER FEE RFND	420.00
01.0100.1020.5912	SGV CITY MANAGERS' ASSOCIATION	19219	09/09/2026	SEP'26 SGVCMA MEETING REGISTRATION FOR 2	80.00
01.0151.1543.5430	SMITTY'S SIGNWORKS, INC	19220	09/09/2026	Halloween Event Street Banner	2,044.50
01.0170.1710.5520	SONRISE ELECTRIC INC	19221	09/09/2026	CITY HALL MARQUEE REPAIR	639.05
02.0170.1760.5540	SOUTHEAST CONSTRUCTION PRODUCTS,INC	19222	09/09/2026	ST/RD MNTC MERCED	34.33
01.0170.1760.5540	SOUTHEAST CONSTRUCTION PRODUCTS,INC	19222	09/09/2026	SAND @ FIRE STATION	93.01
01.0100.1050.5936	TAG/AMS, INC.	19223	09/09/2026	ANNUAL RENEWAL FEE	400.00
01.0100.1030.5215	TERRA REALTY ADVISORS, INC.	19224	09/09/2026	AUG'26 CONSULTING SERVICES	137.50
01.0100.1040.5921	THE SAUCE CREATIVE SERVICES CORP.	19225	09/09/2026	September 2026 Newsletter	7,968.65
01.0000.0000.4512	THOMAS LAM	19226	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0100.1020.5215	TOWNSEND PUBLIC AFFAIRS	19227	09/09/2026	SEPTEMBER'26 CONSULTING SERVICES	9,500.00
01.0000.0000.4512	TYLER RANSOM	19228	09/09/2026	ADULT BASKETBALL FORFEIT FEE RFND	80.00
01.0170.1710.5520	WATER CHEMISTS,DIV. OF CCI CHEMICAL	19229	09/09/2026	AUG'26 H2O TREATMENT	440.41
01.0170.1740.5435	WAXIE SANITARY SUPPLY	19230	09/09/2026	8/7 JANITORIAL SUPPLIES	572.47
01.0170.1740.5435	WAXIE SANITARY SUPPLY	19230	09/09/2026	8/18 JANITORIAL SUPPS	103.12
01.0160.1640.5520	WCC TECHNOLOGIES GROUP	19231	09/09/2026	PO00239 RHOMBUS CAMERAS POOL	6,999.68
01.0170.1740.5545	WINZER	19232	09/09/2026	GRAFFITI COATING	1,150.09
01.0130.1330.5950	XEROX CORPORATION	19233	09/09/2026	AUG'26 COPIER BASE CHARGE	110.51
01.0130.1330.5950	XEROX CORPORATION	19234	09/09/2026	8/13/26-8/21/26 COPIER METER CHARGES	231.32
01.0130.1330.5950	XEROX CORPORATION	19235	09/09/2026	7/29-8/13/26 COPIER METER CHARGES	145.43

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0130.1330.5950	XEROX CORPORATION	19236	09/09/2026	7/29-8/13/26 METER CHARGES	125.01
01.0130.1330.5950	XEROX CORPORATION	19237	09/09/2026	7/29-8/13/26 COPIER USAGE	8.94
01.0130.1330.5950	XEROX CORPORATION	19238	09/09/2026	8/13/26-8/20/26 COPIER METER CHARGES	174.86
01.0130.1330.5950	XEROX CORPORATION	19239	09/09/2026	7/29-8/1/26 COPIER USAGE	7.76
01.0130.1330.5950	XEROX CORPORATION	19240	09/09/2026	8/1/26-8/30/26 COPIER METER CHARGES	423.77
01.0130.1330.5950	XEROX CORPORATION	19241	09/09/2026	8/13/26-8/20/26 COPIER METER CHARGES	234.78
01.0130.1330.5950	XEROX CORPORATION	19242	09/09/2026	07/29/26-08/02/26 COPIER METER CHAGES	11.45
01.0130.1330.5950	XEROX CORPORATION	19243	09/09/2026	8/2/26-8/30/26 COPIER METER CHARGES	232.17
01.0130.1330.5950	XEROX CORPORATION	19244	09/09/2026	8/13/26 - 8/21/26 COPIER METER USAGE	175.98
01.0130.1330.5950	XEROX CORPORATION	19245	09/09/2026	8/2/26 - 9/2/26 COPIER METER USAGE	220.72
01.0000.0000.2225	AFLAC WORLDWIDE HEADQUARTERS	DFT0003930	09/02/2026	SEPTEMBER 2026 BILLING	2,776.30
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Hand bands for special events	25.46
01.0170.1100.5406	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Hee Yaa Call Bell 2 Packs 3.3 Inch	7.74
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Grandparents Day Decorations	81.92
06.0300.3010.5430	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Hair nets for Nutrition Program	20.60
01.0170.1020.5406	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	SAFETY SUPPLIES - ELECTROLYTE PACKETS	182.46
01.0150.1530.5430	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Decor for Sadie Hawkins Dance	15.54
01.0120.1210.5406	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Department Supplies	64.49
01.0150.1530.5406	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Department supplies	56.34
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Banners for Grandparents Day Luncheon	60.87
01.0150.1530.5952	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	MX Independence Day Luncheon Decor	206.22
01.0120.1210.5406	AMAZON CAPITAL SERVICES, INC	DFT0003931	09/02/2026	Department Supplies	89.62
01.0000.0000.2250	CALPERS	DFT0003932	09/01/2026	CALPERS HEALTH - ACTIVE EMPLOYEE PREMIUM	93,440.21
01.0100.1050.5941	CALPERS	DFT0003932	09/01/2026	CALPERS HEALTH - ADMIN FEE FOR ACTIVE	74.75
01.0100.1050.5941	CALPERS	DFT0003932	09/01/2026	CALPERS HEALTH - ADMIN FEE FOR RETIRED	6.89
01.0100.1050.5945	CALPERS	DFT0003932	09/01/2026	CALPERS HEALTH - EMPLOYER SHARE OF RETIRED PREMIUM	1,458.00
01.0130.1330.5932	CHARTER COMMUNICATIONS HOLDINGS, LLC	DFT0003933	09/01/2026	8/16-9/15/26 CABLE AND INTERNET SVCS / CHALL	358.27
01.0130.1330.5215	CHARTER COMMUNICATIONS HOLDINGS, LLC	DFT0003934	08/28/2026	8/9 - 9/8/26 INTERNET SVCS /1450 LIDCOMBE AVE	139.99
01.0000.0000.2205	DEPARTMENT OF THE TREASURY	DFT0003936	08/28/2026	FEDERAL PPE 8/29/26- FINAL M. MORALES	16.55
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0003936	08/28/2026	FICA PPE 8/29/26- FINAL M. MORALES	97.30
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0003936	08/28/2026	MED PPE 8/29/26- FINAL M. MORALES	22.76
01.0000.0000.2210	EMPLOYMENT DEVELOPMENT DEPT.	DFT0003937	08/31/2026	STATE WITHHOLDINGS	7.75
01.0100.1020.5405	QUENCH USA, INC.	DFT0003939	09/02/2026	9/1 - 9/30/26 CHALL WATER SVCS	134.45
01.0150.1530.5406	QUENCH USA, INC.	DFT0003939	09/02/2026	9/1 - 9/30/26 SCTR WATER SVCS	67.41
01.0150.1530.5406	QUENCH USA, INC.	DFT0003939	09/02/2026	8/30 - 9/29/26 1556 CENTRAL AVE	42.65
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1819 N CENTRAL AVENUE	321.63
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1900 CENTRAL AVENUE	301.97
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 2218 ROSEMEAD BLVD	155.83
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 N LERMA/MILLET	292.65
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 MERCED N/E SANTA ANITA	190.66
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1675 DURFEE AVENUE	213.90
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1710 DURFEE AVENUE	257.84
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1628 DURFEE AVENUE	252.00
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1819 N MERCED AVENUE	243.92
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1660 DURFEE AVENUE	155.83
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1530 CENTRAL AVENUE	350.60
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 2022 N CENTRAL AVENUE	127.92
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1824 CENTRAL AVENUE	2,230.02
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 MERCED N/W SANTA ANITA	66.86
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1946 MERCED AVENUE	2,903.24
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 FARNDON-PECK	81.54
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1500 N CENTRAL AVENUE	959.68
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1556 CENTRAL AVENUE	588.42

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1502 PECK ROAD	455.02
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 2004 ROSEMEAD BLVD	27.57
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1415 SANTA ANITA AVENUE	420.22
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1508 PECK ROAD	402.81
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1222 PECK ROAD	373.84
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 2000 SANTA ANITA AVENUE	98.94
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 10452 RUSH STREET	104.68
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1109 PECK ROAD	252.00
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1707 N MERCED AVENUE	114.61
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 1652 CENTRAL AVENUE	416.92
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003940	09/01/2026	7/9 - 8/10/26 THIENES/PARKWAY	29.76
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003941	09/01/2026	7/13 - 8/11/26 2464 ROSEMEAD BLVD	250.23
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003941	09/01/2026	7/13 - 8/11/26 2620 ROSEMEAD BLVD	157.24
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003942	09/01/2026	7/9-8/10/26 1450 LIDCOMBE	252.00
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003943	09/01/2026	7/8 - 8/6/26 11016 GOMEZ PALACIO DRIVE	27.39
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003943	09/01/2026	7/8 - 8/6/26 8011 DURFEE AVENUE	742.85
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003943	09/01/2026	7/8 - 8/6/26 2018 DURFEE AVENUE	366.34
01.0170.1730.5720	SAN GABRIEL VALLEY WATER	DFT0003943	09/01/2026	7/8 - 8/6/26 1903 DURFEE AVENUE	154.87
01.0170.1730.5705	SO CAL GAS	DFT0003944	08/28/2026	7/17/26 - 8/18/26 1530 CENTRAL AVE GAS SVCS	172.92
01.0170.1730.5705	SO CAL GAS	DFT0003945	08/28/2026	7/17/26 - 8/18/26 1450 LIDCOMBE AVE GAS SVCS	107.09
01.0170.1730.5705	SO CAL GAS	DFT0003946	08/28/2026	7/17-8/18/26 1556 CENTRAL AVE GAS SVCS	402.26
01.0170.1730.5705	SO CAL GAS	DFT0003947	08/28/2026	7/17/26 - 8/18/26 1824 CENTRAL AVE GAS SVCS	94.36
01.0170.1730.5705	SO CAL GAS	DFT0003948	08/28/2026	7/17/26 - 8/18/26 1500 CENTRAL AVE GAS SVCS	472.34
01.0170.1730.5705	SO CAL GAS	DFT0003949	08/28/2026	7/17/26-8/18/26 1900 CENTRAL AVE GAS SVCS	17.91
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0003950	09/02/2026	7/23-8/20/26 9465 GARVEY AVE	19.74
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0003951	09/01/2026	7/17-8/16/26 1824 CENTRAL AVE	2,487.74
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0003952	09/01/2026	7/17-8/16/26 1415 SANTA ANITA AVE	2,740.44
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0003953	09/01/2026	7/17-8/16/26 1530 CENTRAL AVE	3,468.65
01.0170.1730.5710	SOUTHERN CALIFORNIA EDISON	DFT0003954	09/01/2026	7/17-8/16/26 1556 CENTRAL AVE	3,904.39
01.0000.0000.2255	VISION SERVICE PLAN	DFT0003955	09/02/2026	VISION - SEPTEMBER 2026	950.89
01.0000.0000.2224	WASHINGTON NATIONAL INSURANCE CO	DFT0003956	09/01/2026	SEPTEMBER - SUPPLEMENTAL LIFE INSURANCE	1,729.52
01.0130.1330.5950	XEROX CORPORATION	DFT0003957	08/31/2026	7/30-8/29/26 COPIER LEASE	283.91
01.0170.1760.5540	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	ALLY TRAIL CAMERA	239.16
01.0150.1530.5406	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	Department supplies	65.85
01.0130.1310.5406	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	SURGE PROTECTOR	36.51
01.0170.1020.5956	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	SAFETY SUPPLIES - COOLING TOWELS	116.60
01.0150.1530.5406	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	Department supplies	40.97
01.0160.1640.5520	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	POOLS: MURIATIC ACID SIGN	31.10
01.0130.1330.5406	AMAZON CAPITAL SERVICES, INC	DFT0003958	09/09/2026	PW IPAD CASE	28.78
01.0130.1310.5215	CALPERS RETIREMENT	DFT0003959	09/03/2026	SOCIAL SECURITY ADMINISTRATION 218 ANNUAL FEE	220.00
01.0000.0000.2020	CALPERS RETIREMENT	DFT0003960	09/03/2026	RATE PLAN 27216 MISC (PEPRA)	24,324.11
01.0000.0000.2020	CALPERS RETIREMENT	DFT0003960	09/03/2026	RATE PLAN 23047 MISC (CLASSIC TIER 2)	4,236.83
01.0000.0000.2020	CALPERS RETIREMENT	DFT0003960	09/03/2026	RATE PLAN 685 MISC (CLASSIC)	8,278.90
01.0000.0000.2021	CALPERS RETIREMENT	DFT0003960	09/03/2026	SERVICE CREDIT PURCHASES - ANTONIO OLIVOS	155.77
01.0000.0000.2205	DEPARTMENT OF THE TREASURY	DFT0003961	09/04/2026	FEDERAL PPE 8/29/26	28,610.48
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0003961	09/04/2026	FICA PPE 8/29/26	37,046.44
01.0000.0000.2215	DEPARTMENT OF THE TREASURY	DFT0003961	09/04/2026	MED PPE 8/29/26	8,841.88
01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0003962	09/04/2026	UI TAX WITHHOLDINGS	43.26
01.0000.0000.2030	EMPLOYMENT DEVELOPMENT DEPT.	DFT0003962	09/04/2026	TNG (TRAINING TAX WITHHOLDING)	2.70
01.0000.0000.2210	EMPLOYMENT DEVELOPMENT DEPT.	DFT0003962	09/04/2026	STATE WITHHOLDINGS	11,305.19
01.0000.0000.2230	EMPOWER RETIREMENT, LLC	DFT0003963	09/08/2026	EMPLOYEE BEFORE TAX	3,090.00
01.0000.0000.2230	EMPOWER RETIREMENT, LLC	DFT0003963	09/08/2026	EMPLOYER MATCH	4,223.75
01.0000.0000.2235	EMPOWER RETIREMENT, LLC	DFT0003963	09/08/2026	EMPLOYEE AFTER TAX	2,052.60

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0000.0000.2235	EMPOWER RETIREMENT, LLC	DFT0003963	09/08/2026	EMPLOYER MATCH AFTER TAX	43.75
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0003964	09/04/2026	CASE 0980438	150.00
01.0000.0000.2270	EXPERT PAY - STATE DISBURSEMENT UNIT	DFT0003964	09/04/2026	CASE 200000002135289	429.50
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Salas Contest	13.48
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Dodger Tickets	2,690.00
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Bingo Social	15.00
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Bingo Social	51.28
01.0150.1530.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Re- stock Balloons	235.48
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Nutrition Program	507.51
01.0100.1050.5940	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	EMPLOYEE RECOGNITION	75.69
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	151.03
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	80.03
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	451.83
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	144.55
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	135.00
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PROGRAM SUPPLIES	380.49
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SPECIAL EVENT SUPPLIES	55.11
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SPECIAL EVENT SUPPLIES	8.81
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Apple Cloud Subscription	2.99
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Spotify Monthly Subscription	21.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB AA	2.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB RS	2.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB JF	9.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB JV	9.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB BB	9.99
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PWX CONFERENCE HOTEL	640.88
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PWX FLIGHT	764.35
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PWX CONFERENCE	1,019.00
01.0100.1020.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	RB-Apple Care	14.99
01.0100.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ACTIVE SGV EVENT REGISTRATION	161.90
01.0100.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICSC WESTERN'26 REGISTRATION	185.00
01.0100.1020.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CITY OF HB PARKING-ACRE	12.25
01.0100.1020.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	LAZY DOG LUNCH-SEACCA MTG.	46.27
01.0100.1020.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ACRE SOCIAL EVENT	100.00
01.0100.1020.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DAL RAE PARKING-LUNCH MTG	6.56
01.0100.1020.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	LA TIMES - SUBSCRIPTION	27.72
01.0100.1020.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	LA TIMES - SUBSCRIPTION	27.72
01.0100.1020.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ZOOM.US-SUBSCRIPTION	363.90
01.0100.1020.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SGV TRIBUNE-SUBSCRIPTION	14.00
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	FLIGHT FOR JASON E. TO TX FOR PWX CONFERENCE	378.60
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CANCELTION CHARGE FOR HOTEL STAY	25.00
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	APWA/PWX - CONFERENCE REGISTRATION FOR JASON E.	1,019.00
01.0170.1020.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	HOTEL FOR JASON E. TO TX FOR PWX CONFERENCE	569.70
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Polar Ice Cream: IC for Sadie Dance (social)	213.00
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Smart & Final: Sugar for Nutrition Program	18.99
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Sams: Nutrition Program Supplies	157.08
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Sams: Nutrition Program Supplies	190.37
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Sams: Nutrition Program Supplies	223.29
06.0300.3010.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	King Sound: Microphone for Nutrition Program	38.34
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	228.13
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	6.45
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	15.48
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	18.63

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	36.98
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	41.37
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	74.10
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	115.17
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	200.80
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	277.31
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DEPT. SUPPLIES	409.12
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	107.80
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AFTER SCHOOL SUPPLIES	492.09
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AFTER SCHOOL SUPPLIES	116.12
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK7 FIELD TRIP	4,319.25
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	REC CLASS/SUMMER CAMP SUPPLIES	167.31
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	169.85
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	176.17
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK9 FIELD TRIP	176.62
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK7 FIELD TRIP	199.80
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	205.11
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK8 FIELD TRIP	2,585.52
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	356.45
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	REC CLASS/SUMMER CAMP SUPPLIES	399.78
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	436.21
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	461.08
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	462.60
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	477.50
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	86.95
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK9 FIELD TRIP	1,149.98
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	77.75
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	65.67
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP FIELD TRIP DEPOSIT REFUND	(489.30)
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	(26.90)
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	(24.36)
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP FIELD TRIP PARKING	8.00
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	REC CLASS SUPPLIES	10.58
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	14.65
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	17.98
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	27.68
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	66.68
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	30.94
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	34.95
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	36.45
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	41.04
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	52.31
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	53.14
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AQUATIC SUPPLIES	55.39
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP SUPPLIES	31.82
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK6 FIELD TRIP	774.14
01.0151.1541.5499	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	BOXING GLOVES	146.16
01.0151.1542.5499	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	BOXING GLOVES	109.62
44.0800.8010.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CAL ACT CONFERENCE TRANSPORTATION PLANE	150.79
44.0800.8010.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CAL ACT CONFERENCE TRANSPORTATION	215.12
44.0800.8010.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CAL ACT CONFERENCE	830.00
01.0140.1430.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICSC Foundation Golf Tournament	185.00
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	50.00

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING SUPPLIES	327.94
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	62.63
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	62.63
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING LUNCH	112.00
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	21.00
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	33.56
01.0100.1050.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	TRAINING BREAKFAST	17.21
01.0100.1050.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CALPELRA CONFERENCE FLIGHT INSURANCE	36.85
01.0100.1050.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CALPELRA CONFERENCE FLIGHT	546.80
01.0100.1050.5914	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CALCHAMBER MEMBERSHIP	809.10
01.0100.1010.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Office Supplies Interns	65.72
01.0100.1010.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-City Hall Supplies	145.00
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Interns Final Luncheon	632.98
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-City Council/Staff Dinner 7/21	280.64
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-City Council Dinner 8/18	261.30
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-City Council Supplies	207.21
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-CM Acosta Airpods	200.93
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Sympathy Ribbon Juarez	14.36
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Sympathy Plant Juarez	125.49
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Sams All Staff MTG Supplies	76.28
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	DG-Funeral Spray Juarez Fam	280.20
01.0130.1330.5715	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	JUL'26 FIRST NET SVCS	3,624.64
01.0130.1330.5931	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AUG'26 STAMPLI SOFTWARE	1,905.50
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AUG'26 CLAUDE AI SOFTWARE	100.00
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AUG'26 TELENYX SVCS	111.84
01.0100.1010.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	HD-SGV News Subscription	19.96
01.0100.1010.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	HD-Office Printer	994.04
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	HD-Apple.com Storage	5.99
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	HD-Apple.com Storage	9.99
01.0100.1010.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	MA-CCCA Registration	775.00
01.0100.1010.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	MA-Hotel Credit	(68.20)
01.0100.1010.5912	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	MA-CCCA MTG Aug Registration	10.00
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	MA-Apple Storage	0.99
01.0130.1330.5215	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Document Translations	228.00
01.0130.1330.5215	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Service Lines	390.00
01.0130.1330.5931	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Annual Website Domain Listing	288.00
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SENIOR CENTER PROGRAM SUPPLIES	273.00
01.0150.1530.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SENIOR CENTER PROGRAM SUPPLIES	279.09
01.0150.1530.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	CITY BIRTHDAY LUNCHEON CAKE FOR CITY COUNCIL	35.66
01.0150.1530.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SENIOR CENTER RAFFLE PRIZE	151.46
01.0150.1540.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	APPLE PHONE STORAGE	2.99
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PARKS AND REC DAY APPRECIATION	128.37
01.0150.1540.5431	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUMMER CAMP WK6 FIELD TRIP	2,760.02
01.0150.1540.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AQUATICS SUPPLIES	1,702.17
01.0160.1640.5425	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	POOL TECHNICIAN SERVICES	572.00
01.0151.1541.5440	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Bball Camp Snacks	75.25
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	National Night Out Supplies	711.67
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	National Night Out Supplies	422.09
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Special Event Supplies	420.00
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Movie in the park supplies	336.49
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Bike Ride Supplies	246.93
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Meet and Greet Supplies	216.40
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	National Night Out Supplies	174.10

Account Number	Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Movie in the park supplies	347.35
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Movie in the park supplies	129.44
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Bike Ride Supplies	116.95
01.0151.1543.5952	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Movie in the park supplies	76.29
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Pooch Derby Supplies	209.27
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Equipment Rentals	1,805.29
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Pooch Derby Supplies	171.03
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Equipment Rentals	1,805.29
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Equipment Rentals	1,029.87
01.0151.1545.5430	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	Night Market Equipment Rentals	1,805.29
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	RETIREMENT PARTY/ SUPPLIES	73.85
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	RETIREMENT PARTY/ SUPPLIES	90.36
01.0100.1040.5922	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	RETIREMENT PARTY/ SUPPLIES	20.49
01.0140.1430.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	QR CODE/ SUBSCRIPTION	39.99
01.0140.1430.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SGV CARE MEETING MEALS	156.98
01.0130.1330.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICLOUD SUB LV	2.99
01.0160.1640.5420	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	REPLACEMENT AED PADS	248.19
01.0170.1020.5406	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	COUNCIL SUPPLIES	449.55
01.0170.1020.5908	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	LANDSCAPE TRAINING EVENT	45.00
01.0170.1720.5520	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	FIRE SPINKLER REPAIR YARD	1,250.00
01.0180.1800.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	ICSC REGISTRATION S.D. - GOLF TOURNAMENT	185.00
01.0180.1800.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PARKING FOR ACRE SHAKER PARTY	30.00
01.0180.1800.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	UPGRADED PARKING FOR ACRE SHAKER PARTY	75.00
01.0180.1800.5910	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	PARKING FOR ACRE SHAKER PARTY	30.00
01.0180.1800.5932	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	SUBSCRIPTION	160.00
01.0000.0000.1100	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AUG'26 QUICKBOOKS FOR CSEM FOUNDATION	38.00
01.0130.1310.5914	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	GFOA MEMBERSHIP RENEWAL FY26-27	500.00
01.0130.1330.5931	U.S. BANK NATIONAL ASSOCIATION	DFT0003965	09/03/2026	AUG'26 ADOBE FOR CSEM EMPLOYEES	401.87
01.0170.1100.5966	US BANK VOYAGER FLEET SYS	DFT0003966	09/09/2026	8/24 PARKING FUEL	1,316.24
01.0170.7020.5966	US BANK VOYAGER FLEET SYS	DFT0003966	09/09/2026	8/24 CODE FUEL	1,451.95
37.0670.6720.5966	US BANK VOYAGER FLEET SYS	DFT0003966	09/09/2026	8/24 PW FUEL	3,909.10
44.0800.8010.5966	US BANK VOYAGER FLEET SYS	DFT0003966	09/09/2026	8/24 TRANSP0 FUEL	1,028.35
PREPARED BY: AMYA HALL					TOTAL \$ 1,355,768.91

Authorization Signature

Warrant Register

Council Meeting 8/15/26

Grand Total \$ 1,355,768.91



Rene Salas, City Manager



City Council Agenda Report

Agenda Item No. 7.c.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Gerardo Marquez, Director of Community Development & Public Works

SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION 26-065, APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND THE CITY OF SOUTH EL MONTE FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM

SUMMARY: California's Senate Bill 1383 (SB 1383), passed in 2016, established strict methane reduction targets that required the state to decrease organic waste disposal by 75% and rescue 20% of surplus edible food. To meet these goals, a phased mandate required large commercial edible food generators (EFGs)—such as grocery stores in 2022 and large-scale restaurants and hotels in 2024—to establish contracts and donate their surplus food to food recovery organizations (FROs). To assist local jurisdictions with education, enforcement, and capacity building, the San Gabriel Valley Council of Governments (SGVCOG) launched the FRESH SGV Regional Food Recovery Program in 2021. Funded by a CalRecycle grant, this regional initiative directly supports the City of South El Monte by conducting compliance inspections, providing operational resources and staffing to local FROs, and offering local food generators paid access to the Careit recordkeeping application to streamline food rescue logistics.

RECOMMENDED ACTION: Staff recommends City Council authorize the City Manager or designee to negotiate and execute a Memorandum of Agreement (MOA), including authority to negotiate and execute any future amendments related to budget and scope, with the San Gabriel Valley Council of Governments (SGVCOG) for implementation of the FRESH SGV Program for a total "Not to Exceed" amount of \$81,682.00.

FISCAL/FINANCIAL IMPACT: Total program costs are \$81,682.00 for the program period. Year 1 costs are \$29,722.00 and Year 2 costs are \$51,960.00.

DISCUSSION: Passed in 2016, SB 1383 (Lara) set methane emissions reduction targets for California, including a requirement to reduce organic waste disposal by 75% by 2025, and rescue at least 20% of currently disposed surplus food for people to eat by 2025.

- Beginning in 2022, large commercial edible food generators (EFGs), such as grocery stores, supermarkets, wholesale food vendors, and food service providers, were required to donate edible food to food recovery organizations (FROs), such as food pantries and food banks.
- Beginning in 2024, health facilities, hotels, venues, restaurants, and other large-scale food facilities were also required to donate edible food.
- All large food generators are also required to establish contracts with FROs to formalize these donations.

Local jurisdictions are responsible for educating commercial EFGs, increasing EFG access to FROs, monitoring food generator compliance, and increasing food recovery capacity if there is insufficient capacity to meet food recovery targets.

To help jurisdictions meet these goals, the San Gabriel Valley Council of Governments (SGVCOG) launched the FRESH SGV (Food Recovery for Equity, Sustainability, and Health in the SGV) Regional Food Recovery Program in 2021. One of the largest regional food recovery programs in California, this program:

- Provides education, outreach, and inspections of commercial EFGs and FROs,
- Facilitates enforcement of SB 1383 between cities and EFGs, and
- Establishes partnerships with local FROs for the maximum recovery of edible food.

Since 2024, the FRESH SGV program has been funded by the CalRecycle SB 1383 Local Assistance Grant. The City of South El Monte has participated in the program, which included:

- Five rounds of compliance inspections and enforcement activities for EFGs and FROs;
- Equipment, supplies, staffing, and operational support for FROs to effectively recover and redistribute surplus food from EFGs; and
- Paid access to the Careit Recordkeeping Application (App) for South El Monte Edible Food Generators.

Program Services

The SB 1383 Local Assistance Grant term concludes on November 2, 2026. To continue to comply with SB 1383 requirements, staff recommends the City of South El Monte renew participation in the FRESH SGV Program from November 2026 – June 2028.

FRESH SGV Program services will include:

- Task 1 - Program Management: SGVCOG will oversee overall program implementation and coordination. This includes procuring and managing consultants, administering the inspection contract, facilitating the completion of education, outreach, inspection, and enforcement activities, and providing the necessary information for the City of South El Monte's CalRecycle Electronic Annual Report (EAR).

- **Task 1.a. - Careit Software Subscription:** SGVCOG will retain a Careit Executive Account to help municipalities increase commercial edible food generator access to food recovery organizations and food recovery services. Careit is a digital food donation marketplace that matches any type of business with extra edible food to a nearby nonprofit. Nonprofits find donations in their area that match their food requirements and set up a pick-up or drop-off with the donor and their staff or volunteers. Careit includes all necessary SB 1383 record-keeping requirements for edible food generators, food recovery organizations, and food recovery services.
- **Task 2 - Inspections:** SGVCOG and its consultants will complete inspections of Tier 1 and Tier 2 edible food generators (EFGs) and food recovery organizations (FROs), enumerated in Table 1, based on the schedule shown in Table 2. While South El Monte has 104 EFGs and 1 FRO, 48 will be inspected during the 2026-28 program. City staff will be responsible for completing enforcement actions in conjunction with the SGVCOG in accordance with the schedule in Table 2. SGVCOG and its consultants will provide all necessary documentation to City following inspections to facilitate City's enforcement actions (e.g., notices of violation (NOVs), letters of non-compliance, or financial penalties).

Table 1. Number of EFGs and FROs

Number of EFGs	47
Number of FROs	1
Total Sites	48

Table 2. Inspection and Enforcement Timeline

Inspection Type and Enforcement	Time Frame	Responsible Party
Non-Compliance Inspections	Nov 2026 – Feb 2027	SGVCOG
Financial Penalties	Dec 2026 – Mar 2027	City
Compliance Inspections	Sept – Nov 2027	SGVCOG
NOVs or Letters of Non-Compliance	Oct – Dec 2027	City
Non-Compliance Inspections	Jan – Mar 2028	SGVCOG
Financial Penalties	Feb – Apr 2028	City

- **Task 3 - Edible Food Recovery Program Implementation:** SGVCOG will implement projects that ensure and enhance the region's capacity to recover edible food, as required by SB 1383. Activities may include but are not limited to supporting the food recovery capacity of FROs or piloting other innovative approaches to increasing edible food recovery capacity.

Program Costs

- **Task 1 - Program Management:** Program Management cost is calculated as 10% of the budgeted cost of compliance and non-compliance inspections.
- **Task 1.a. – Careit Software Subscription:** Careit Software Subscription cost is based on the number of EFGs and FROs in the City.
- **Task 2 - Inspections:** Task 2 costs are estimated based on the anticipated unit cost of each inspection and the estimated number of non-compliance inspections that are required. If the actual cost for the implementation of Task 2 differs from the budgeted amount, SGVCOG will reconcile those costs in coordination with the City. Noncompliance inspections are budgeted with an assumption that 65% of EFGs and FROs will require non-compliance inspections.
- **Task 3 - Edible Food Recovery:** Edible Food Recovery Program Implementation costs are based on the number of EFGs in the City.

Table 3. FRESH SGV Budget Breakdown

Table 3 reflects the anticipated cost of the FRESH SGV Program from November 2026 – June 2028 which is based on the number of EFGs & FROs in the City of South El Monte, as reflected in Table 1.

Fresh SGV Implementation Costs Nov 1, 2026 – June 30, 2028						
Task	Est. Unit Cost	Est. Rounds of Inspections	Est. of EFGs/FROs	FY 26-27	FY 27-28	Total
Task 1: Inspection Program Management				\$1,560.00	\$3,960.00	\$5,520.00
Task 1.a: Careit Software Subscription (20 months)				\$6,962.00		\$6,962.00
Task 2: Estimated Inspection Implementation				\$15,600.00	\$39,600.00	\$55,200.00

Task 2a: Compliance Inspections	\$500	1	48	\$0	\$24,000.00	\$24,000.00
Task 2b: Non- Compliance Inspections	\$500	2	31	\$15,600.00	\$15,600.00	\$31,200.00
Task 3: Edible Food Recovery Program Implementation				\$5,600.00	\$8,400.00	\$14,000.00
Total				\$29,722.00	\$51,960.00	\$81,682.00

ATTACHMENT(S):

- A. Resolution No. 26-065
- B. FRESH SGV MOA

RESOLUTION NO. 26-065

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL
APPROVING THE MEMORANDUM OF AGREEMENT
BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF
GOVERNMENTS AND THE CITY OF SOUTH EL MONTE FOR
PARTICIPATION IN THE SAN GABRIEL VALLEY
REGIONAL FOOD RECOVERY PROGRAM

WHEREAS, SB 1383 (Lara), which was passed in 2016, set methane emissions reduction targets for California, including a requirement to reduce organic waste disposal by 75% by 2025 and rescue at least 20% of currently disposed surplus food for people to eat by 2025; and

WHEREAS, local jurisdictions are responsible for educating commercial edible food generators (“EFGs”), increasing EFG access to food recovery organizations (“FROs”), monitoring food generator compliance, and increasing food recovery capacity if there is insufficient capacity to meet food recovery targets; and

WHEREAS, since 2024, the San Gabriel Valley Council of Governments’ (SGVCOG) FRESH SGV (Food Recovery for Equity, Sustainability, and Health in the SGV) Program has been funded by the CalRecycle SB 1383 Local Assistance Grant; and

WHEREAS, the City of South El Monte (“City”) has participated in the FRESH SGV Program and its SB 1383 Local Assistance Grant term concludes on November 2, 2026; and

WHEREAS, the total cost for participation in the FRESH SGV Program from November 2026 through June 2028 is \$81,682.00; and

WHEREAS, City desires to renew its participation in the FRESH SGV Program from November 2026 – June 2028 by entering into a Memorandum of Agreement with the SGVCOG.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY FIND, RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct and incorporated by reference.

SECTION 2. The City Council hereby approves the Memorandum of Agreement (MOA) between the San Gabriel Valley Council of Governments and the City of South El Monte for participation in the FRESH SGV Program and directs the City Manager to execute the MOA in substantially the form attached as Attachment "B" to the September 15, 2026, staff report accompanying this Resolution. The Council further directs the City Manager to take all actions necessary to effectuate this agreement.

SECTION 3. The City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 15th day of September 2026.

Gloria Olmos, Mayor

ATTEST:

Adrian Garcia, MMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Adrian Garcia, City Clerk of the City of South El Monte, hereby certify that the foregoing Resolution, being Resolution No. 26-065, was duly passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 15th day of September 2026, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):

Adrian Garcia, MMC, City Clerk

ATTACHMENT B

MEMORANDUM OF AGREEMENT BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND THE CITY OF SOUTH EL MONTE FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM

This Memorandum of Agreement (“MOA”) is made and entered into as of the 1st day of November, 2026 (“Effective Date”), by and between the City of South El Monte, a municipal corporation (“City”), and the San Gabriel Valley Council of Governments, a California joint powers authority (“SGVCOG”). City and SGVCOG may be referred to herein collectively as the “Parties” or individually as a “Party.”

RECITALS

- A. The passage of Senate Bill 1383 (Lara, 2016) implemented statewide targets to reduce statewide disposal of organic waste and increase recovery of currently disposed edible food for human consumption. Specifically, SB 1383 aims to recover at least 20% of currently disposed edible food for human consumption by 2025. The California Department of Resources Recycling and Recovery (CalRecycle) has developed regulations entitled “Short-lived Climate Pollutants: Organic Waste Reductions” (hereafter “SLCP Regulations”), which regulations are codified at Chapter 12 of Division 7 of Title 14 of the California Code of Regulations, sections 18981.1 *et seq.*
- B. To recover 20% of edible food that would otherwise be sent to landfills by 2025, SB 1383 requires local jurisdictions to establish food recovery programs and strengthen their existing food recovery networks.
- C. The SGVCOG was established to have a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley by the member cities and other local governmental agencies, and has established and is administering a Regional Food Recovery Program (the “Program”).
- D. The CalRecycle 1383 Local Assistance Grant funding for the Program expires on November 2, 2026. The City desires to continue receiving Program services and agrees to provide the necessary funding to the SGVCOG for the ongoing implementation of the Program.
- E. City and SGVCOG desire to set forth the terms of their ongoing collaboration with respect to this effort in this MOA and further agree as follows:

NOW, THEREFORE, the Parties agree to the following:

I. RECITALS

The above Recitals are made a substantive part of this MOA.

II. SCOPE OF SERVICES

The Scope of Services, attached hereto and incorporated herein by this reference, is hereby made a part of the MOA as Exhibit “A”.

III. TERM

The term of this MOA shall commence on November 1, 2026, and shall continue through June 30, 2028. The term of this MOA may be amended or extended by mutual written agreement of both Parties.

IV. RESPONSIBILITIES OF THE PARTIES

A. SGVCOG:

1. Designate a point-of-contact with name, title, and contact information, to serve as the SGVCOG's Project Manager. If the point-of-contact is reassigned or no longer with the SGVCOG, a new point-of-contact will be promptly designated.
2. Oversee and implement Program Management, Inspections, and Edible Food Recovery Program Implementation, as defined in the Program's Scope of Work (Exhibit A).
3. Undertake procurements, execute contracts, and manage contracts, including administration, project management, and invoicing, to complete the Program set forth in the Program's Scope of Work (Exhibit A).
4. Respond to and address City questions regarding Program implementation.
5. Coordinate regional and City-specific conference calls, meetings, and other communication with City and consultant monthly or as necessary.
6. Provide Annual Inspection Reports and other materials to City to support the Electronic Annual Report (EAR) and other CalRecycle Reporting.

B. City:

1. Maintain membership in the SGVCOG during the entire term of the Program.
2. Designate a point-of-contact with name, title, and contact information, to serve as the City's Project Manager to coordinate with the SGVCOG and consultants.
3. Respond to data and information requests from the SGVCOG and its consultant(s), in a timely manner to support the implementation of the Program.
4. Participate in scheduled monthly conference calls and/or meetings with the SGVCOG and consultants throughout the implementation of the Program.
5. Provide comments and feedback on Program implementation, Program materials, and other Program deliverables to consultant or the SGVCOG, on deliverables as necessary.
6. Implement the Inspection requirements, as defined in the Program's Scope of Work (Exhibit A).
7. Comply with requirements of jurisdictions under SB 1383. SGVCOG will provide guidance and make recommendations to facilitate compliance with SB 1383, but the City is the party responsible to ensure compliance with the regulation.
8. Remit payment to the SGVCOG for the City's share of Program costs within thirty (30) days of receipt of an invoice.

V. INVOICING

- A. SGVCOG shall invoice City upon the execution of this Agreement for Fiscal Year ("FY") 2026-27, and by June 1, 2027, for FY 2027-2028.

- B. City must remit payment to SGVCOG within thirty (30) days of receipt by City. In the event of a Default, SGVCOG reserves the right to cease Program implementation on behalf of the City until such default is cured pursuant to Section VI of this MOA.
- C. SGVCOG shall reconcile the actual cost of services to the amount budgeted in Exhibit B. If the actual cost of the City's Task 2 Estimated Inspection Implementation is less than the budgeted amount, SGVCOG shall credit these unspent funds to the City on the City's next invoice. If there are no future City invoices, the SGVCOG will reimburse the City for that amount at the end of the Agreement. If the actual cost for Task 2 Estimated Inspection Implementation is more than the budgeted amount, SGVCOG shall invoice the City for the actual cost of Task 2 program implementation. SGVCOG shall inform the City of any changes and anticipated total costs prior to completing any activity beyond the budgeted amount. If the actual cost of Task 2 implementation is anticipated to be more than 10% of the budgeted cost, the City may elect to opt-out of Task 2 with no penalty.

VI. DEFAULT, REMEDIES

- A. Default. A "Default" under this MOA is defined as any one or more of the following: (i) failure of any Party to comply with the terms and conditions contained in this MOA; and/or (ii) failure of any Party to perform its obligations set forth herein satisfactorily or make sufficient progress towards completion of the Event.
- B. Remedies. In the event of a Default by any Party, the non-defaulting Party(ies) will provide a written notice of such Default to the defaulting Party. The defaulting Party shall have thirty (30) days from the date such written notice was mailed in accordance with this MOA to cure the Default to the reasonable satisfaction of the non-defaulting Party(ies). In the event the Default is of a nature that it cannot be cured within thirty (30) days, the defaulting Party shall commit to and commence the cure within such 30-day period and act promptly to cure the Default to the reasonable satisfaction of the non-defaulting Party(ies), but in no event more than sixty (60) days from the mailing of the notice of Default. If the defaulting Party fails to cure within thirty (30) days of the Default notice or in the event the Default is not curable within thirty (30) days to commit to and commence the cure of such Default within no more than sixty (60) days, the non-defaulting Party(ies) may terminate this MOA as to the defaulting Party. Such termination shall be effective immediately upon the mailing of written notice by the non-defaulting Party(ies) to the defaulting Party in accordance with this MOA. The remedies described herein are non-exclusive. In the event of a Default by any Party, the non-defaulting Party(ies) shall have the right to seek any and all remedies available at law or in equity.

VII. AMENDMENTS

Except as specifically provided herein, any change in any of the terms and conditions of this MOA shall not have any force and effect unless a written amendment has been prepared and executed by the Parties.

VIII. PROGRAM MANAGEMENT

A. Program Managers.

- i. For the purposes of this MOA, SGVCOG designates the following individual as its Program Manager:

Luis Garcia Chavez
Management Analyst
(626) 962-3552
lgchavez@sgvcog.org

- ii. For the purposes of this MOA, the City designates the following individual as its Program Manager:

Gerardo Marquez
Director of Community Development / Public Works
(626) 579-6540
gmarquez@soelmonte.org

Either Party may change the designations set forth herein upon written notice to the other Party.

IX. TERMINATION

- A. This MOA may be terminated by either Party at any time, with or without cause, by providing written notice of termination to the other Party. Such termination will be effective thirty (30) days after such notice is received.
- B. If either Party terminates this MOA prior to the completion of the MOA term, SGVCOG will reconcile the actual cost of services and program implementation incurred up to the effective date of termination against the advance payments made by the City:
 - i. If the actual costs are less than the amount paid by the City, SGVCOG shall reimburse the unspent funds to the City within thirty (30) days of the effective date of termination.
 - ii. If the actual costs incurred prior to termination exceed the amount paid, SGVCOG shall issue a final invoice to the City for the difference, which the City shall pay within thirty (30) days of receipt.

X. INDEMNIFICATION

- A. Each Party shall indemnify, defend and hold harmless each other Party, including its elected and appointed officers, employees, agents, and designated volunteers, from and against any and all liability, including but not limited to, demands, claims, actions, fees, costs, and expenses, including reasonable attorney's and expert witness fees, arising from or connected with the respective acts of each Party arising

from or related to this MOA; provided, however, that no Party shall indemnify another Party for that Party's own negligence or willful misconduct.

- B. In light of the provisions of Section 895.2 of the Government Code imposing certain tort liability jointly upon public entities, solely by reason of such entities being parties to an MOA as defined by Section 895 of the Government Code, the Parties hereto, pursuant to the authorization contained in Government Code Sections 895.4 and 895.6, will each assume the full liability imposed upon it or upon any of its officers, agents or employees by law for injury caused by a negligent or wrongful act or omission occurring in the performance of this MOA, to the same extent that such liability would be imposed in the absence of Government Code Section 895.2. To achieve the above stated purpose, each Party indemnifies, defends and holds harmless the other Party solely by virtue of Government Code Section 895.2. The provision of California Civil Code Section 2778 is made a part hereto as if fully set forth herein.

XI. INSURANCE

Each Party certifies that it is an authorized self-insured public entity for purposes of Professional Liability, General Liability, Automobile Liability, and Worker's Compensation, and warrants that, through its respective programs of self-insurance, that it has adequate insurance coverage or resources to meet any obligation arising out of the performance of the terms, conditions, or insurance requirements of this MOA, and is applicable separately to each insured. There will be no cross-liability exclusions that preclude coverage for suits between the Parties and any other insured or additional insured under the policy. Each Party will be responsible for its own actions in providing services under this MOA in connection with the Event within its jurisdictions and shall not be liable for any civil liability that may arise from the furnishing of services by any other Party within that Party's jurisdiction.

XII. OTHER TERMS AND CONDITIONS

- A. Notices. All notices required or permitted to be given under this MOA shall be in writing and shall be personally delivered, or sent by electronic mail or certified mail, postage prepaid and return receipt requested, addressed as follows:

To SGVCOG: Mackenzie Bolger
Acting Sustainability Manager
San Gabriel Valley Council of Governments
1333 S. Mayflower, Suite 360
Monrovia, CA 91016
(626) 214-1316
mbolger@sgvcog.org

with a copy to: Marisa Creter
Executive Director
San Gabriel Valley Council of Governments
1333 S. Mayflower, Suite 360
Monrovia, CA 91016
(626) 457-1800
mcreter@sgvcog.org

To City: Gerardo Marquez
Director of Community Development/Public Works
1415 Santa Anita Ave.
South El Monte, CA 91733
(626) 579-6540
gmarquez@soelmonte.org

with a copy to: Rene Salas
City Manager
1415 Santa Anita Ave.
South El Monte, CA 91733
(626) 652-3116
rsalas@soelmonte.org

- B. No Partnership. This MOA is not intended to be, and shall not be construed as, an agreement to form a partnership, agency relationship, or a joint venture between the Parties. Except as otherwise specifically provided in the MOA, neither Party shall be authorized to act as an agent of or otherwise to represent the other Party.
- C. Entire MOA. This MOA and any exhibits attached hereto, constitute the entire understanding between the Parties with respect to the subject matter herein and supersedes any and all other prior writings and oral negotiations. This MOA may be modified only in writing and signed by the Parties in interest at the time of such modification.
- D. Governing Law. This MOA shall be governed by and construed under California law and any applicable federal law without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this MOA, the Parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.
- E. Attorneys' Fees. In the event that there is any litigation or other legal proceeding between the Parties in connection with this MOA, each Party shall bear its own costs and expenses, including attorneys' fees.
- F. Excusable Delays. Neither Party shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquakes, fires, acts of a public enemy, pandemic, epidemic, and government acts beyond the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this MOA.
- G. Waiver. Waiver by any Party to this MOA of any term, condition, or covenant of this MOA shall not constitute a waiver of any other term, condition, or covenant. No waiver of any provision of this MOA shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought.

- H. Headings. The section headings contained in this MOA are for convenience and identification only and shall not be deemed to limit or define the contents to which they relate.
- I. Assignment. Neither Party may assign its interest in this MOA, or any part thereof, without the prior written consent of the other Party. Any assignment without consent shall be void and unenforceable.
- J. Severability. If any provision of this MOA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- K. Authority to Execute. The person executing this MOA on behalf of a Party warrant that they are duly authorized to execute this MOA on behalf of said Party, and that by doing so, said Party is formally bound to the provisions of this MOA.
- L. Counterparts. This MOA may be executed in multiple counterparts, each of which shall be deemed original, but all of which taken together shall constitute one and the same instrument.
- M. Electronic Signatures. This MOA may be executed with electronic signatures in accordance with Government Code Section 16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

IN WITNESS WHEREOF, the Parties hereto have caused this MOA to be executed as of the day and year first above written.

“CITY”

“SGVCOG”

City of South El Monte
Governments

San Gabriel Valley Council of

By: _____
Gerardo Marquez
Director of Community Development/PW

By: _____
Marisa Creter
Executive Director

Approved as to form:

By: _____
Rene Salas
City Manager

Approved as to form:

By: _____
Cassie Trapesonian
General Counsel

Exhibit “A”
Scope of Services

Task 1: Program Management

SGVCOG will oversee Program implementation, including but not limited to managing consultants, facilitating the completing of inspections, managing the inspection contract (including the inspection, education, and enforcement process) and supporting compliance reporting with the City for its annual CalRecycle reporting.

Task 1a: Careit Software Subscription

SGVCOG will retain a Careit Executive Account to help municipalities increase commercial edible food generator access to food recovery organizations and food recovery services. Careit is a digital food donation marketplace that matches any type of business with extra edible food to a nearby nonprofit. Nonprofits find donations in their area that match their food requirements and set up a pick-up or drop-off with the donor and their staff or volunteers. Careit includes all necessary SB 1383 record-keeping requirements for edible food generators, food recovery organizations, and food recovery services.

Through Careit:

- Businesses and nonprofits can download the Careit app and login to post their available food donations.
- Nonprofits can reserve the donations and enter the final weights.
- Businesses can view a tiled photo list of all donations showing the name and contact info of the food recovery organization, list, and category of items donated, date of donation, and quantity of items donated.
- Businesses and nonprofits can see a running tally of the donations’ weight, which can be filtered by the past day, week, month, year, or all time.
- Businesses and nonprofits can auto-generate a written agreement between each party for every donation recovered through the app. Written agreements are available to download on the user’s profile through their online dashboard.

With the Executive Account, all participating jurisdictions and businesses within their jurisdictions have access to the Basic Careit Account subscription. Through this subscription, all participating jurisdictions can:

- Comply with SB 1383 Section 18995.2 requirements for an implementation record.
- Provide a list of users from their zone to be uploaded into the Careit database.
- Request Careit to create user accounts for each business or organization.
- Generate and provide reports monthly and annually for inclusion in the CalRecycle EAR.
- View all donation information from entities that reside within the zone to determine SB 1383 compliance.
- View aggregated information to evaluate program implementation progress communitywide.

Through this subscription, all businesses within each jurisdiction can:

- Export all donation data.
- Post once and edit recurring donations to reflect scheduled pickups or reduce the need to log in and create a new donation every day.
- Track basic inventory to assist with enhanced tax deduction calculations, with automated year-end tax receipt letters.

Task 2: Inspections and Enforcement

Inspections: SGVCOG and its consultants will complete Inspections of Tier 1 and Tier 2 edible food generators (EFGs) and food recovery organizations (FROs) based on the schedule shown in Table 1.

- **Compliance Inspections:** Inspections of all Tier 1 and Tier 2 EFGs and FROs to determine compliance with SB 1383, as enumerated in Table 3 of Exhibit B. The following Tier 1 and Tier 2 businesses are defined by CalRecycle:
 - **Tier 1:** Businesses that may have more produce, fresh grocery, and shelf-stable food to donate, including: wholesale food vendors, food service providers, food distributors, and supermarkets & grocery store equal to or less than 10,000 sq. ft.
 - **Tier 2:** Businesses that may have prepared food to donate, which often require more careful handling to meet food safety requirements, including: hotels, restaurant facilities, health facilities, state agency cafeterias, local education agencies, and large venues & events.
- **Non-Compliance Inspections:** Inspections of non-compliant businesses at least 60 days following enforcement actions by the City (including letters of non-compliance and Notices of Violation). For the purposes of this MOA, SGVCOG assumes that 65% of Tier 1 and Tier 2 businesses will require 2 non-compliant inspections, which will be completed in alignment with Table 1. Should the actual percentage of non-compliant businesses be different, SGVCOG and its consultants will complete non-compliant inspections of the actual number of non-compliant businesses.

Enforcement: City staff will be responsible for completing enforcement actions in conjunction with the SGVCOG in accordance with the schedule in Table 1. SGVCOG and its consultants will provide all necessary documentation to City following inspections to facilitate City's enforcement actions (e.g. notices of violation (NOVs), letters of non-compliance, or financial penalties).

- **Notice of Violation (NOV):** Formal notice issued to a non-compliant EFG or FRO specifying SB 1383 violations, required corrective actions, and a timeline for compliance and financial penalties.
- **Letter of Non-Compliance:** Notice issued to a non-compliant EFG or FRO specifying SB 1383 violations and corrective actions needed to achieve compliance without issuing financial penalties.
- **Financial Penalties:** Monetary fines issued to EFGs or FROs that remain out of compliance after a non-compliance inspection following the issuance of an NOV.

Table 1. Inspection and Enforcement Timeline

Inspection Type and Enforcement	Time Frame	Responsible Party
Non-Compliance Inspections	Nov 2026 – Jan 2027	SGVCOG
Financial Penalties	Dec 2026 – Feb 2027	City
Compliance Inspections	Sept – Nov 2027	SGVCOG
NOVs or Letters of Non-Compliance	Oct – Dec 2027	City
Non-Compliance Inspections	Jan – Mar 2028	SGVCOG
Financial Penalties	Feb – Apr 2028	City

Task 3: Edible Food Recovery Program Implementation

SGVCOG will implement projects that ensure and enhance the region's capacity to recover edible food, as required by SB 1383. Activities may include but are not limited to supporting the food recovery capacity of FROs or piloting other innovative approaches to increasing edible food recovery capacity.

Exhibit “B”
Budget & Invoicing Schedule

Table 2. FRESH SGV Budget Breakdown

Fresh SGV Implementation Costs Nov 1, 2026 – June 30, 2028						
Task	Est. Unit Cost	Est. Rounds of Inspections	Est. # of EFGs/FROs	FY 26-27	FY 27-28	Total
Task 1: Inspection Program Management*				\$1,560.00	\$3,960.00	\$5,520.00
Task 1a: Careit Software Subscription (20 months)**				\$6,962.00		\$6,962.00
Task 2: Estimated Inspection Implementation***				\$15,600.00	\$39,600.00	\$55,200.00
Task 2a: Compliance Inspections	\$500	1	48	\$0	\$24,000.00	\$24,000.00
Task 2b: Non-Compliance Inspections	\$500	2	31****	\$15,600.00	\$15,600.00	\$31,200.00
Task 3: Edible Food Recovery Program Implementation*****				\$5,600.00	\$8,400.00	\$14,000.00
Total				\$29,722.00	\$51,960.00	\$81,682.00

*Program Management cost is calculated as 10% of the budgeted cost of the compliance and non-compliance inspections.

** Careit Software Subscription is based on the number of EFGs and FROs present in the City (regardless of the number of EFGs & FROs being inspected). The total number of EFGs and FROs in South El Monte is 105.

***Task 2 costs are estimated based on the anticipated unit cost of each inspection and the estimated number of non-compliance inspections that are required. If the actual cost for the implementation of Task 2 is less than the budgeted amount, SGVCOG shall credit any unspent funds to the City on the City’s next invoice. If the actual cost for the implementation of Task 2 is more than the budgeted amount, SGVCOG shall invoice the City for the actual cost of program implementation. If the actual cost of implementation is anticipated to be more than 10% of the budgeted cost, the City may elect to opt-out of Task 2 with no penalty.

****Assumes that 65% of EFGs and FROs enumerated in Table 3 will require non-compliance inspections.

*****Edible Food Recovery Program Implementation costs are based on the number of EFGs present in the City (regardless of the number of EFGs & FROs being inspected). The total number of EFGs in South El Monte is 104.

Table 3. Number of EFGs and FROs*

Number of EFGs	47
Number of FROs	1
Total Sites	48

*This table reflects the number of EFGs and FROs being inspected through this program. The total number of EFGs and FROs in South El Monte is 105.

Invoice Schedule

The SGVCOG will invoice the City on the following schedule:

- **Fiscal Year 26-27:** Invoice will be issued upon MOA execution for services rendered from November 1, 2026, through June 30, 2027.
- **Fiscal Year 27-28:** Invoice will be issued by June 1, 2027, for services rendered from July 1, 2027, through June 30, 2028.

At the end of each fiscal year, SGVCOG will reconcile the actual cost of the City's inspections against the amount budgeted in Table 2.



City Council Agenda Report

Agenda Item No. 7.d.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Ariana De La Cruz, Director of Community Services

SUBJECT: CONSIDERATION AND APPROVAL OF THE 2026 "CHRISTMAS WISH TOY GIVEAWAY" EVENT DONATION LETTER, AUTHORIZATION TO INCLUDE CITY COUNCIL SIGNATURES, AND THE DISTRIBUTION OF THE DONATION LETTERS TO THE SOUTH EL MONTE BUSINESS COMMUNITY

SUMMARY: The Community Services Department is requesting approval of the 2026 "Christmas Wish Toy Giveaway" event donation letter, authorizing to include the City Council members' signatures, and distribution of the letters to the South El Monte business community.

RECOMMENDED ACTION: Staff recommends City Council:

1. Approve the 2026 "Christmas Wish Toy Giveaway" event donation letter;
2. Authorize the use of the City Council members' signatures; and
3. Authorize distributing the donation letters to the South El Monte business community.

FISCAL/FINANCIAL IMPACT: The "Christmas Wish Toy Giveaway" event is in the Fiscal Year 2026/2027 adopted budget. The cost to produce and distribute the donation letters is approximately \$1,857.00 as summarized below:

Cost Associated with Donation Letters

Item	Description and Units	Amount
Letter Supplies	Paper, Envelopes, Labels	\$1,000
Postage	\$0.51 x 1680 Businesses	\$857.00
Estimated Total Cost		\$1,857.00

DISCUSSION: The City of South El Monte is dedicated to delivering a memorable holiday experience for local families through its annual "Christmas Wish Toy Giveaway." Designed to foster community morale and support underserved households, the event features festive activities, a dedicated snow play area, and wrapped gifts for participating children. Contributions from local businesses directly fund the purchase of age-appropriate toys for registered children ages 2 to 13, as well as a meal for all attendees.

The 2026 Christmas Wish Toy Giveaway is scheduled for Saturday, December 12, 2026, from 12:00 p.m. to 6:00 p.m. at the South El Monte Community Center.

ATTACHMENT(S):

- A. 2026 Christmas Wish Toy Giveaway Letter
- B. 2026 Christmas Wish Donation Form



ATTACHMENT A

CITY OF SOUTH EL MONTE

1415 SANTA ANITA AVENUE
South El Monte, CA 91733
(626) 579-6540



Dear Community Partners:

The City of South El Monte is committed to creating meaningful and memorable experiences for local families during the holiday season through our annual Christmas Wish Toy Giveaway event. This cherished community tradition brings together families, local organizations, and businesses to help ensure that every child experiences the joy and excitement of the holidays.

As the holiday season approaches, many families in our community face financial challenges that can make providing gifts for their children difficult. We are reaching out to our local business community for support in helping us bring holiday cheer to those in need. We are gratefully accepting monetary donations, which will be used to purchase gifts for underprivileged children and new unwrapped toy donations for children of various ages.

Toy donations may be dropped off at the: South El Monte Community Center
1530 Central Avenue, South El Monte, CA 91733

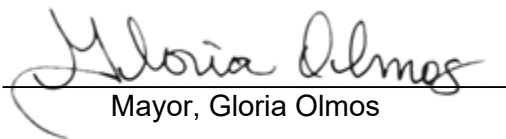
Please save the date for our annual: Christmas Wish Toy Giveaway Saturday, December 12, 2026, 12:00 p.m. – 6:00 p.m. South El Monte Community Center

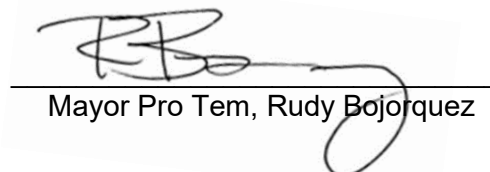
We invite you to join us at the event and witness firsthand the smiles and excitement your generosity helps create for local families. Your support plays a vital role in making the holiday season brighter for children throughout our community.

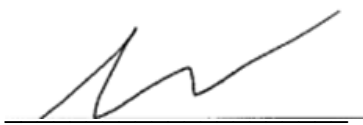
On behalf of the City of South El Monte, Mayor and City Council, and the families we serve, we sincerely thank you for your consideration and continued support of our community. If you have any questions regarding the Christmas Wish Toy Giveaway or the donation process, please contact the Recreation Division at (626) 579-2043.

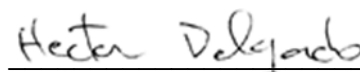
Thank you for helping us make the holidays special for South El Monte families. We look forward to partnering with you this holiday season.

Sincerely,


Mayor, Gloria Olmos


Mayor Pro Tem, Rudy Bojorquez


Councilmember
Larry Rodriguez


Councilmember
Hector Delgado


Councilmember
Manuel Acosta

ATTACHMENT B



City of South El Monte
Community Services Department



My Company/I wish to donate the following amount for the

“Christmas Wish Toy Giveaway”

Bringing joy to underprivileged families in our community.

Please accept my donation in the amount of:

\$150.00 _____ \$300.00 _____ \$500.00 _____

\$1000.00 _____ Other \$ _____

Company Name/ Person Name: _____

Address: _____

Phone: _____

Email: _____

Please Make Checks Payable to:
CITY OF SOUTH EL MONTE
Attention:
South El Monte Christmas Wish Toy Giveaway
1415 Santa Anita Ave.
South El Monte, CA 91733

Please mail back check and form in a different envelope than the one received in. Thank you.





City Council Agenda Report

Agenda Item No. 7.e.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Adrian Garcia, MMC, City Clerk

SUBJECT: APPROVAL OF RESOLUTION NO. 26-066, AWARDING PROFESSIONAL SERVICES AGREEMENT FOR INFORMATION TECHNOLOGY (IT) SERVICES TO INFINITY TECHNOLOGIES.

SUMMARY: On May 6, 2026, the City issued a Request for Proposals (RFP) for IT Services and received 18 proposals by the deadline of June 11, 2026 by 4:00pm. Staff has reviewed the proposals and determined that of the 18 proposals, Infinity Technologies is the firm that can best meet the needs of the City.

RECOMMENDED ACTION: Staff recommends that the City Council award an IT Services Professional Services Agreement to Infinity Technologies, by adopting Resolution 26-066, which approves an IT Services Agreement between the City and Infinity Technologies.

FISCAL/FINANCIAL IMPACT: Infinity Technologies IT services will cost the City \$12,936 monthly with an annual cost of \$155,232.

DISCUSSION: Staff received 18 proposals and invited the top 4 to interview.

1. Infinity Technologies - \$155, 232 Annually
2. IBE Digital - \$243,564 Annually
3. LAN WAN Enterprise - \$180,000 Annually
4. Data NetSolutions - \$188,208 Annually

Following the interviews, the interview panel determined that Infinity Technologies would be able to best provide IT services for the City based on the City's current and evolving needs. Aside from being the most qualified, Infinity Technologies is also the lowest costing IT services provider.

Infinity Technologies proposal shows that it has assisted a range of organizations that include municipalities.

ATTACHMENT(S):

- A. Resolution No. 26-066, Approving IT Services PSA
- B. Professional Services Agreement with Infinity Technologies
- C. RFP Comprehensive Managed IT Services

ATTACHMENT A

RESOLUTION NO. 26-066

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY AND INFINITY TECHNOLOGIES TO PROVIDE INFORMATION TECHNOLOGY SERVICES

WHEREAS, the City issued a Request for Proposals (RFP) for Information Technology (IT) Services on May 6, 2026; and

WHEREAS, the City received 18 proposals by the RFPs due date and, upon reviewing the submitted proposals, 4 firms were selected to be interviewed; and

WHEREAS, following the interviews, Infinity Technologies is the best qualified vendor based on their demonstrated competence and professional qualifications to provide IT Services for the City; and

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby authorizes and directs the City Manager to execute a Professional Services Agreement for IT Services with Infinity Technologies in a form approved by the City Attorney. The Agreement shall not exceed the amount of \$155,232 annually.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 15th day of September 2026.

Gloria Olmos, Mayor

ATTEST:

Adrian Garcia, MMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Adrian Garcia, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 26-066, was passed and approved by the City Council of the City of South El Monte at a Regular meeting of said Council held on the 15th day of September 2026, and that said Resolution was adopted by the following vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):

Adrian Garcia, MMC, City Clerk

ATTACHMENT B

CONTRACT SERVICES AGREEMENT

By and Between

CITY OF SOUTH EL MONTE

and

Infinity Technologies

**AGREEMENT FOR CONTRACT SERVICES
BETWEEN THE CITY OF SOUTH EL MONTE AND
INFINITY TECHNOLOGIES**

THIS AGREEMENT FOR CONTRACT SERVICES (herein “Agreement”) is made and entered into this 15th day of September, 2026 by and between the CITY OF SOUTH EL MONTE, a California, a municipal corporation (“City”) and INFINITY TECHNOLOGIES (“Consultant”). City and Consultant may be referred to, individually or collectively, as “Party” or “Parties.”

RECITALS

A. City has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Consultant, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform said services.

C. Pursuant to the City of South El Monte Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by this reference, which may be referred to herein as the “services” or “work” hereunder. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience, and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase “highest professional standards” shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant's Proposal.

The Scope of Services shall include the Consultant's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time in which service is rendered.

1.4 California Labor Law.

If the Scope of Services includes any "public work" or "maintenance work," as those terms are defined in California Labor Code section 1720 *et seq.* and California Code of Regulations, Title 8, Section 16000 *et seq.*, and if the total compensation is \$1,000 or more, Consultant shall pay prevailing wages for such work and comply with the requirements in California Labor Code section 1770 *et seq.* and 1810 *et seq.*, and all other applicable laws.

1.5 Licenses, Permits, Fees, and Assessments.

Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered the manner in which the services should be performed, and (iii) fully understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement. If the services involves work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions thereupon existing, prior to the commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the City's Contract Officer.

1.7 Care of Work.

The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.8 Further Responsibilities of Parties.

Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents, and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither Party shall be responsible for the services of the other.

1.9 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services of this Agreement or make changes including, altering, adding to, or deducting from said Scope of Services. No such extra work may be undertaken unless a written order is first given by the City's Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum or \$25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services of this Agreement. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Consultants. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in the “Schedule of Compensation” attached hereto as Exhibit “C” and incorporated herein by this reference.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Consultant’s rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the City’s Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City. Consultant acknowledges and agrees that coordination of its performance of work with City is a critical component of the services rendered. Consultant further acknowledges and agrees that if Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by the City’s Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of this Agreement. The invoice shall contain all information specified in Exhibit “C”, and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and subcontractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant’s correct and undisputed invoice; however, Consultant acknowledges and agrees that due to the City’s “warrant run procedures,” the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City

to Consultant for correction and resubmission. Review and payment by City for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall within ten (10) days of the commencement of such delay notify the City's Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding five years from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D"). The City may, in its sole discretion, extend the Term for two additional one-year terms.]

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant (“Principals”) are hereby designated as being the principals and representatives of Consultant authorized to act on its behalf with respect to the work specified herein and make all decisions in connection therewith:

Mohammad Ahmed

President and CEO

(Name)

(Title)

It is expressly understood that the experience, knowledge, capability, and reputation of the foregoing Principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing Principals shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Consultant without the express written approval of City. Additionally, Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement. Consultant shall promptly notify City of any changes in Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind City in any manner, or to incur any obligation, debt, or liability of any kind on behalf of or against the City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant’s officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant’s officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City’s employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be City Clerk/Director of General Services or such person as may be designated by the City Manager. It shall be the Consultant’s responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City

Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Consultant.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no decision-making authority in regards to the selection, discharge, supervision or control of Consultant's employees, servants, representatives or agents, or in fixing of their numbers, compensation, or hours of service. Consultant shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with said role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant. Consultant represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Consultant as employees and that Consultant issues or will issue a W-2 to such personnel.

In the event that Consultant or any employee, agent, subcontractor, or independent contractor of Consultant providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Consultant shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Consultant or any of Consultant's personnel used to provide the services under this Agreement are other than independent contractors of the City.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability, and reputation of Consultant, its Principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Consultant's indemnification of City, and prior to commencement of any services under this Agreement, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General Liability Insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$2,000,000 per occurrence, and \$4,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile Liability Insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(c) Professional Liability Insurance (Errors & Omissions). Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers' Compensation Insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance in the minimum amount of \$1,000,000.

(e) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements as detailed in Exhibit "B."

5.2 General Insurance Requirements.

(a) Proof of Insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City's Risk Manager prior to the commencement of the performance of services

of this Agreement. Current certification of insurance shall be kept on file with City at all times during the term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, from Consultant, at any time.

(b) Duration of Coverage. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services performed hereunder by Consultant, its agents, representatives, employees, or subconsultants.

(c) Primary/Noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's Rights of Enforcement. In the event any insurance policy required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right, but not the duty, to obtain the insurance it deems necessary and any premium paid by City will either be promptly reimbursed by Consultant or the City will withhold payment amounts sufficient to pay the insurance premium from Consultant payments. In the alternative, the City may terminate this Agreement in its entirety.

(e) Acceptable Insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of "Best's Key Rating Guide," unless otherwise approved by the City's Risk Manager.

(f) Waiver of Subrogation. All insurance coverage maintained or procured pursuant to this Agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(g) Enforcement of Contract Provisions (Non-Estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(h) Requirements Not Limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Specific

reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of Cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day advance notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional Insured Status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of Undisclosed Coverage Limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved in writing .

(l) Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass Through Clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be timely submitted to City for review.

(n) Agency's Right to Revise Specifications. The City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(o) Self-Insured Retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(p) Timely Notice of Claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance

under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional Insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents (“Indemnified Parties”) against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein “claims or liabilities”) that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Consultant is legally liable (“indemnitors”), or arising from Consultant’s or indemnitors’ reckless or willful misconduct, or arising from Consultant’s or indemnitors’ negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

Consultant will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys’ fees incurred in connection therewith;

Consultant will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant hereunder; and Consultant agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys’ fees.

Consultant shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City’s sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City’s negligence, except that

design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness, or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination or expiration of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit, and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the books and records may be given to City, and access shall be provided by Consultant's successor in interest. Notwithstanding the above, the Consultant shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer requires. Consultant hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership, use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of

such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Moreover, Consultant with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent, or subcontractor of Consultant, provides any information or work product in violation of this Agreement, City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or subcontractors be served with any summons, complaint, subpoena, notice of deposition, requests for documents, interrogatories, requests for admission or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review does not imply or provide City with the right to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be

instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Consultant's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligations under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 *et seq.* and 910 *et seq.*, in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided for in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided for in Section 7.3. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Consultant.

If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorneys' Fees.

If either party to this Agreement is required to initiate or defend or is made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the City's Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects their financial interest or the financial interest of any corporation, partnership, or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of South El Monte, 1415 Santa Anita Avenue, South El Monte, California 91733 and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete, and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 and/or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is acknowledges and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____

9.7 Corporate Authority.

The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

CITY OF SOUTH EL MONTE, a municipal corporation

Rene Salas, City Manager

ATTEST:

Adrian Garcia, MMC, City Clerk

APPROVED AS TO FORM:

OLIVERAS MADRUGA LAW ORGANIZATION, LLP

Susie A. Altamirano, City Attorney

CONSULTANT:

INFINITY TECHNOLOGIES

By:_____

Name: Mohammad Ahmed

Title: President and CEO

By:_____

Name: _____

Title: _____

Address: 27051 Towne Centre Dr. Suite 120,

Lake Forest, CA 92610

.

EXHIBIT “A”

SCOPE OF SERVICES

COMPREHENSIVE MANAGED INFORMATION TECHNOLOGY SERVICES

JUNE 2026



INFINITY TECHNOLOGIES

Northern California: 2130 Professional Drive, Ste 240, Roseville, CA 95661

Southern California: 27051 Towne Centre Dr, Suite 120, Lake Forest, CA 92610

www.inftechnologies.com

June 11, 2026

City of South El Monte
City Clerk's Office
1415 Santa Anita Avenue
South El Monte, CA 91733
Attn: Masami Higa, Director of Finance

RE: REQUEST FOR PROPOSALS | MANAGED INFORMATION TECHNOLOGY SERVICES

Dear Ms. Higa:

Infinity Technologies is pleased to submit this proposal to provide Comprehensive Managed Information Technology Services for the City of South El Monte (City).

Infinity Technologies is a Southern California-based information technology consulting and managed services firm with more than twenty years of experience supporting municipal agencies throughout Los Angeles and Orange Counties. Our team has extensive experience providing help desk services, network administration, cybersecurity management, cloud services, strategic technology planning, disaster recovery planning, and IT project delivery for local governments of similar size and complexity.

Since February 2026, Infinity Technologies has been providing information technology support services to the City under a month-to-month engagement established to support the City's transition from its previous managed services provider. Through this engagement, our team has worked directly with City staff, reviewed the City's technology environment, established support processes, and assumed responsibility for day-to-day IT operations. This experience has provided valuable insight into the City's systems, operational priorities, and service expectations while allowing us to develop productive working relationships with City personnel.

Our proposed project team combines local government experience with technical expertise across infrastructure management, Microsoft 365 and Entra ID administration, cybersecurity, compliance, mobile device management, disaster recovery, and strategic IT planning. The team includes dedicated operational resources for daily support activities as well as senior technical and management personnel responsible for technology planning, cybersecurity oversight, budgeting support, policy development, and project execution.

We understand that the City seeks a partner capable of delivering reliable daily support while also providing strategic guidance, cybersecurity leadership, technology lifecycle planning, and budget forecasting. Our approach is designed to provide responsive support, transparent communication, measurable service levels, and practical recommendations that align technology investments with the City's operational needs and long-term objectives.

Infinity Technologies has reviewed the City's Professional Services Agreement and takes no exceptions to its material terms and conditions. We further acknowledge that this proposal shall



remain valid and open for acceptance for a period of one hundred twenty (120) days from the proposal submission date.

Thank you for your consideration. We appreciate the opportunity to submit this proposal and look forward to continuing our partnership with the City of South El Monte through the delivery of reliable, responsive, and strategic information technology services.

Sincerely,



Mohammad Ahmed

President and CEO

Infinity Technologies

(916) 273-4662

mahmed@inftechnologies.com



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SECTION 1. APPROACH AND SCOPE OF WORK

1.1 UNDERSTANDING OF THE CITY'S NEEDS

The City of South El Monte (City) operates in a fully cloud-based environment supporting approximately 176 users, 99 endpoints, and 117 mobile devices across multiple facilities and departments. The City's technology environment relies heavily on Microsoft 365, Entra ID, Microsoft Defender, Tyler ERP Pro, Laserfiche, NetFile, Readyly, Rhombus Cameras, and other cloud-hosted business systems that support daily municipal operations.

As a contract city without internal IT staff, the City relies on its managed services provider not only for technical support, but also for strategic planning, cybersecurity oversight, technology governance, vendor management, and operational continuity. In our experience supporting local government agencies, successful technology programs require a balance between operational reliability, cybersecurity, fiscal responsibility, and long-term planning. Technology decisions must support service delivery, minimize risk, and remain aligned with budgetary constraints and organizational priorities.

Based on our understanding of the City's environment and our experience supporting the City since February 2026, we recognize several key priorities:

- Maintaining reliable and responsive support for City staff and operations.
- Strengthening cybersecurity and reducing organizational risk.
- Developing and maintaining formal IT governance, disaster recovery, and business continuity documentation.
- Improving technology lifecycle planning and budget predictability.
- Maintaining accurate system, asset, and licensing records.
- Supporting future technology initiatives and operational improvements.
- Providing City leadership with actionable information for technology planning and decision-making.

Infinity Technologies' approach is designed to address these priorities through proactive management, structured governance, measurable service delivery, and continuous improvement.

Infinity Technologies views the City's recently completed IT Risk Assessment as a valuable strategic asset. Our objective is not to repeat the assessment process, but to transform assessment findings into measurable operational, cybersecurity, governance, and resiliency improvements through a structured implementation and continuous improvement program.

1.1.1 Understanding of Current Environment and Immediate Priorities

Based on our current support of the City and information provided through the RFP process, Infinity Technologies recognizes that the City's next phase of technology maturity extends beyond day-to-day support and focuses on documentation, cybersecurity, resiliency, governance, and long-term planning.

While the City has successfully adopted a modern cloud-first architecture built upon Microsoft 365, Entra ID, Microsoft Defender, and cloud-hosted business systems, several foundational technology management and governance elements remain opportunities for continued maturation. These include the completion of comprehensive asset inventories, network documentation, infrastructure documentation, disaster recovery planning, business continuity planning, cybersecurity maturity development, and formalized technology governance processes.

Infinity Technologies has structured its service delivery approach to address these priorities through a phased program of discovery, documentation, risk reduction, operational stabilization, governance, and continuous improvement. Our objective is not only to maintain existing services but to establish a mature, sustainable technology management framework that supports City operations, reduces organizational risk, and improves long-term planning capabilities.

1.2 APPROACH

Infinity Technologies approaches municipal technology management as an ongoing operational and governance function rather than a collection of isolated technical services. Our objective is to provide stable daily operations while helping the City reduce risk, improve resiliency, and make informed technology investment decisions.

A central objective of our approach is to provide the City with greater predictability, clarity, and oversight of its technology environment. As a fully outsourced IT organization, the City must be able to clearly understand service performance, technology risks, future investment requirements, and ongoing operational priorities. Our service delivery model is designed to provide that visibility through structured governance, transparent reporting, proactive planning, and regular engagement with City leadership.

Rather than operating as a reactive support provider, Infinity Technologies utilizes a management framework focused on operational stability, risk reduction, lifecycle planning, and continuous improvement. This approach allows City leadership to make informed technology decisions while maintaining predictable service levels and technology expenditures.

Our approach recognizes that municipal technology environments must support transparency, accountability, public service delivery, regulatory compliance, and fiscal stewardship. Accordingly, technology recommendations are evaluated not only for technical merit, but also for operational impact, budget sustainability, organizational readiness, and long-term value to the City.

1.2.1 Discovery, Documentation and Stabilization Program

During the initial ninety (90) days following contract award, Infinity Technologies will execute a structured Discovery, Validation, Documentation, and Stabilization Program designed to confirm current-state conditions, review the City's recently completed independent IT Risk Assessment, and establish a baseline for ongoing technology management, operational maturity, cybersecurity enhancement, and continuous improvement.

Key activities include:

- Validation of technology asset inventories.
- Network topology and infrastructure documentation.
- Administrative account and access control review.
- Software, licensing, and vendor inventory validation.
- Configuration baseline assessment.
- Review, validation, and prioritization of independent IT Risk Assessment findings and recommendations.
- Identification of operational, cybersecurity, resiliency, and process improvement opportunities.
- Development of implementation priorities, technology roadmaps, and continuous improvement recommendations.

Deliverables from this phase will include updated technology documentation, prioritized risk mitigation recommendations, governance and planning considerations, and a roadmap of short-, mid-, and long-term initiatives designed to advance the City's technology maturity. Deliverables will also include a prioritized implementation matrix identifying recommended actions, estimated effort, anticipated benefits, and recommended sequencing.

The program validates existing information, addresses documentation gaps, identifies risks and improvement opportunities, and establishes a foundation for ongoing governance, technology planning, cybersecurity maturity, operational resilience, and continuous improvement.

Findings and recommendations developed during this phase will help guide future initiatives while supporting a culture of continuous assessment, optimization, and technology maturity. A representative 90-Day Technology Maturity Program is provided in *Appendix A*.

1.2.2 Strategic Technology Leadership

Technology decisions increasingly affect every aspect of municipal operations. Accordingly, Infinity Technologies will serve as both the City's managed services provider and trusted technology advisor. Our role extends beyond technical support to helping City leadership align technology investments with operational objectives, organizational priorities, risk management goals, and available funding resources.

We will work closely with City leadership to evaluate operational needs, identify risks, establish priorities, and develop technology strategies that support departmental objectives. This includes annual budget planning, lifecycle forecasting, policy development, procurement support, cybersecurity planning, and long-range technology roadmapping.

Technology planning is integrated into an ongoing governance framework that includes annual budget development, quarterly technology reviews, lifecycle forecasting, cybersecurity assessments, policy review, and evaluation of emerging operational needs. Recommendations are

prioritized based on operational impact, risk reduction, regulatory requirements, organizational priorities, and available funding.

Through this structured governance process, City leadership receives clear visibility into technology performance, risks, future investment requirements, and strategic opportunities, enabling informed decision-making and predictable technology expenditures. A representative Governance and Executive Reporting Framework is provided in *Appendix B*.

1.2.3 Proactive Service Delivery

Reliable technology operations require more than reactive support. Infinity Technologies utilizes a proactive service delivery model that combines onsite support, remote help desk services, continuous monitoring, preventative maintenance, and structured escalation procedures.

To support daily operations, Infinity Technologies will assign a dedicated IT Site Lead to provide onsite support three (3) days per week for a minimum of twenty-four (24) hours per week during normal City business hours. The onsite resource will serve as the primary point of contact for end-user support, technology coordination, documentation maintenance, standards reviews, project support, and operational planning activities.

Service requests are received through multiple channels, including phone, email, and the service portal, and are prioritized according to business impact and urgency. Requests are assigned to appropriate technical resources based on skill requirements and tracked through resolution using documented workflows and escalation procedures. Recurring issues are reviewed to identify root causes and opportunities for permanent resolution rather than repeated remediation.

Onsite activities are structured around preventative maintenance, user support, documentation updates, asset reviews, project coordination, and technology planning to ensure onsite time is utilized efficiently and provides maximum value to City departments.

This approach improves service reliability, reduces recurring issues, and minimizes operational disruptions.

1.2.4 Cybersecurity Maturity Roadmap

Cybersecurity is a core operational responsibility and not a standalone technology function. Infinity Technologies will maintain a layered security program designed to protect City systems, data, and users while supporting regulatory and cyber insurance requirements.

The City has made significant investments in Microsoft 365, Entra ID, Microsoft Defender, Conditional Access, and related security technologies. Our approach is to maximize and mature these existing investments before recommending replacement technologies. Security improvements will be implemented, in coordination with the City, through optimization of the current Microsoft security stack, policy enhancements, monitoring improvements, and user awareness initiatives.

Security management follows a continuous improvement model that combines technology controls, administrative controls, user awareness, and governance. Security events, vulnerabilities, compliance issues, and emerging risks are reviewed regularly and prioritized based on potential operational impact. This approach enables the City to address risk systematically rather than through isolated security initiatives.

The program also emphasizes governance, policy development, incident preparedness, and organizational awareness to ensure cybersecurity responsibilities are embedded throughout City operations rather than managed solely through technology controls.

Where additional tools or services are recommended, they will be evaluated based on operational need, integration capabilities, risk reduction value, and cost effectiveness. Additional security controls will complement existing investments rather than unnecessarily replace technologies already deployed by the City.

Our approach includes continuous monitoring, endpoint protection, identity management, security awareness training, phishing simulations, vulnerability management, incident response planning, and annual security assessments. Security controls will be reviewed regularly to ensure they remain aligned with evolving threats and organizational needs.

Cybersecurity improvements will be implemented through a phased maturity model designed to reduce organizational risk while maximizing the City's existing investments in Microsoft security technologies.

Initial priorities include:

- Review of existing security controls and risk assessment findings.
- Vulnerability management program development.
- Security awareness training and phishing simulation programs.
- Incident Response Plan development.
- Disaster Recovery and Business Continuity planning.
- Evaluation of Security Operations Center (SOC) and Managed Detection and Response (MDR) capabilities.
- Annual security assessments and tabletop exercises.

This phased approach enables the City to continuously improve cybersecurity maturity through measurable and sustainable initiatives rather than isolated technology projects.

Beyond technology controls, we will assist the City in formalizing policies, procedures, governance practices, and risk management processes that support a sustainable cybersecurity program and ongoing alignment with evolving threats, regulatory expectations, and cyber insurance requirements.

1.2.5 Technology Lifecycle and Operational Planning

Technology assets, software platforms, and cybersecurity investments require ongoing planning to avoid unexpected expenditures and operational risks. Infinity Technologies maintains lifecycle management as a continuous process rather than a periodic exercise.

We will maintain current asset inventories, licensing records, warranty information, vendor contract inventories, and replacement schedules while providing annual recommendations regarding refresh cycles, licensing optimization, cybersecurity investments, and future technology initiatives.

Lifecycle planning is integrated into the City's annual budgeting process. Assets are categorized according to age, supportability, warranty status, and operational criticality. This allows replacement recommendations to be prioritized based on risk and business need, reducing the likelihood of emergency purchases and helping the City maintain predictable technology expenditures.

By forecasting replacement cycles, licensing renewals, cybersecurity requirements, and infrastructure improvements, City leadership receives advance visibility into future budget requirements, improving financial planning and reducing unexpected expenditures. This planning process also supports informed capital improvement planning and long-range budget development.

1.3 MANAGEMENT CONTROLS

Infinity Technologies utilizes established operational controls to ensure service quality, fiscal responsibility, accountability, and continuous improvement throughout the term of the agreement.

1.3.1 Quality Control

Quality is measured not only by response times, but also by consistency of service delivery, reduction of recurring issues, successful project outcomes, documentation accuracy, and overall user experience.

To maintain service quality, Infinity Technologies employs:

- Defined service levels and escalation procedures.
- Centralized ticket tracking and service management.
- Weekly operational review meetings.
- Monthly management reporting.
- Quarterly service reviews.
- Trend analysis and recurring issue reviews.
- Continuous service improvement recommendations.

Performance metrics are regularly reviewed to identify opportunities for improvement and ensure services remain aligned with City expectations.

1.3.2 Budget and Cost Control

Technology planning should reduce surprises rather than react to them. Infinity Technologies works with municipal clients to identify replacement needs, licensing changes, cybersecurity requirements, and infrastructure investments before they become budget emergencies.

Budget and cost control measures include:

- Clearly defined base contract services.
- Written authorization for out-of-scope work.
- Transparent invoicing and reporting.
- Annual technology budgeting assistance.
- Hardware and software lifecycle forecasting.
- Licensing optimization reviews.
- Vendor and contract evaluations.
- Identification of cost-saving opportunities through standardization and operational efficiencies.

Technology budget forecasting will be incorporated into the City's annual budget development process. Infinity Technologies will maintain multi-year forecasts identifying anticipated hardware replacements, software renewals, cybersecurity investments, infrastructure improvements, and other technology-related expenditures. These forecasts will be reviewed with City leadership annually and updated as operational needs evolve.

This approach supports budget predictability while ensuring the City remains informed of future technology needs.

1.3.3 Schedule Control

Projects and technology initiatives will be managed using documented work plans, defined milestones, assigned responsibilities, and target completion dates.

Schedule management includes:

- Project implementation schedules.
- Milestone tracking.
- Weekly project reviews.
- Risk and issue management.
- Vendor coordination.
- Escalation procedures for schedule impacts.
- Regular status reporting.

This structured approach helps ensure projects remain on schedule while providing City staff with visibility into progress and potential risks.

1.3.4 Document Control

Accurate documentation is fundamental to operational continuity, cybersecurity, disaster recovery, and effective vendor management.

Infinity Technologies maintains all non-proprietary documentation within a secure centralized repository accessible to authorized City personnel. Documentation will be maintained under version control and updated as changes occur.

Documentation maintained includes:

- Network and system diagrams.
- Configuration standards.
- Administrative procedures.
- Asset inventories.
- Licensing records.
- Security policies and standards.
- Disaster Recovery documentation.
- Business Continuity documentation.
- Vendor and support information.

This approach ensures continuity of operations and reduces dependency on individual personnel or service providers.

Documentation will be reviewed as part of regular operational activities and updated following significant system changes, project implementations, policy revisions, or infrastructure modifications. This ensures documentation remains a living operational resource rather than a static deliverable.

1.4 SCOPE OF WORK

Infinity Technologies will provide comprehensive managed information technology services including:

1.4.1 Strategic Planning and Governance

Provide strategic technology leadership and governance to ensure technology investments support City priorities, operational requirements, cybersecurity objectives, and available funding resources. Services include technology planning, budget forecasting, policy development, disaster recovery planning, business continuity planning, vendor management, procurement support, and technology roadmap development.

1.4.2 Project Management

Infinity Technologies provides project management services to ensure technology initiatives are delivered in alignment with City objectives, operational requirements, schedules, and budget expectations. We coordinate with City staff, vendors, and stakeholders to minimize disruption, maintain accountability, and provide clear visibility throughout project execution.

Services include:

- Project planning, implementation oversight, and stakeholder coordination.

- Scope, schedule, budget, and risk management.
- Vendor and third-party technology coordination.
- Project status reporting and executive communication.
- Procurement support and technology implementation planning.

1.4.3 User Support and Endpoint Administration

Infinity Technologies provides responsive help desk services, onsite support, and endpoint administration designed to maximize staff productivity and maintain reliable day-to-day operations. Support services are delivered through standardized processes, centralized ticket management, and proactive maintenance practices that promote operational efficiency and continuous improvement.

Services include:

- Help desk, remote support, and onsite technical assistance.
- Desktop, laptop, mobile device, and peripheral support.
- User onboarding, offboarding, and account administration.
- Application support and troubleshooting.
- Software deployment, patch management, and endpoint administration.
- Asset inventory maintenance and lifecycle tracking.

1.4.4 Network, Cloud, Identity, and Infrastructure Administration

Infinity Technologies provides administration and support for the City's cloud services, network infrastructure, identity management systems, and related technology platforms. Our approach emphasizes operational reliability, cybersecurity, resiliency, and alignment with industry best practices while maximizing the value of the City's existing technology investments.

Services include:

- Microsoft 365, Exchange Online, Teams, and cloud platform administration.
- Microsoft Entra ID administration, identity governance, and access management.
- User provisioning, role-based access controls, and multi-factor authentication management.
- Firewall, network, wireless, internet, and DNS administration.
- Backup oversight, recovery support, and resiliency planning.
- Infrastructure monitoring, configuration management, and documentation maintenance.

1.4.5 Cybersecurity Services

Maintain and continuously improve a layered cybersecurity program built upon the City's existing Microsoft security ecosystem and aligned with operational requirements, risk management objectives, and industry best practices. Services include:

Security Operations and Monitoring

- Security monitoring and alert management.
- Endpoint protection administration and security policy management.
- Vulnerability identification, remediation tracking, and risk reduction activities.
- Coordination of penetration testing and security assessments.

Identity and Access Security

- Identity and access management.
- Multi-factor authentication administration.
- Privileged access review and account security oversight.

Cybersecurity Governance and Resiliency

- Coordination and tracking of remediation activities associated with risk assessments, vulnerability assessments, and cybersecurity reviews.
- Incident response planning and support.
- Cybersecurity policy and procedure development.
- Compliance readiness and security best practice recommendations.
- Support for Disaster Recovery and Business Continuity planning initiatives.
- Coordination with federal, state, and industry cybersecurity resources, including CISA guidance, advisories, and cybersecurity tabletop exercises, as appropriate.

Security Awareness and Endpoint Management

- Security awareness and phishing training programs.
- User cybersecurity education and risk awareness initiatives.
- Coordination and support of the City's separate Mobile Device Management (MDM) program.

1.4.6 Asset, Licensing, and Procurement Management

Infinity Technologies provides asset lifecycle management, licensing administration, and procurement support to help the City maintain accurate technology inventories, improve visibility into technology assets and subscriptions, support budget planning, and make informed investment decisions.

Services include:

- Asset inventory maintenance and lifecycle management.
- Warranty, maintenance, and software licensing administration.
- Technology procurement planning and support.
- Vendor coordination and management.
- Product evaluation and technology recommendations.
- Lifecycle forecasting and replacement planning.

As a vendor-neutral advisor, Infinity Technologies bases recommendations on operational requirements, cybersecurity considerations, lifecycle planning, compatibility with existing systems, and overall value to the City. Recommendations will be informed by ongoing operational reviews, assessment findings, asset lifecycle considerations, and future technology requirements.

When requested, we assist the City in evaluating available options and identifying cost-effective procurement strategies, including cooperative purchasing programs and government contract vehicles.

1.4.7 Reporting and Governance

Infinity Technologies will provide a structured reporting and governance framework designed to give City leadership clear visibility into operational performance, cybersecurity posture, technology risks, project status, and future budget requirements.

Reporting will include monthly management reports covering service desk performance, cybersecurity activities, asset inventories, technology initiatives, recurring issues, and key operational metrics. Weekly coordination meetings will be conducted with designated City staff to review priorities, open issues, project activities, and upcoming needs.

Quarterly technology review meetings will be held with City leadership to discuss technology planning, lifecycle forecasts, cybersecurity initiatives, budget considerations, policy development, and strategic recommendations.

Infinity Technologies will maintain a formal governance and reporting framework designed to provide transparency, accountability, and strategic alignment between technology operations and City objectives. Through regular reporting, executive reviews, and strategic planning discussions, City leadership will receive clear visibility into operational performance, cybersecurity posture, technology risks, project status, and future investment priorities. A representative Governance and Executive Reporting Framework is included in *Appendix B*.

1.4.8 Meeting and Operational Support

Infinity Technologies provides technology support for City Council meetings, commission meetings, executive meetings, and other special events to help ensure reliable operation of critical meeting technologies and minimize disruptions to City business.

Services include:

- Technology support for City Council, commission, and special meetings.
- Coordination with audiovisual, telecommunications, and third-party technology vendors.
- Troubleshooting and resolution of technology-related meeting issues.
- Support for meeting room technology, presentation systems, and connectivity services.
- Technical assistance for scheduled and special operational events as requested.

This support helps ensure meeting technologies remain available, reliable, and aligned with the City's operational requirements.

1.5 OPERATIONAL CONTINUITY AND CONTINUOUS IMPROVEMENT

Since February 2026, Infinity Technologies has provided managed IT services to the City under a month-to-month engagement established to support the City's transition from its previous managed services provider. Through this engagement, our team has developed familiarity with the City's technology environment, operational requirements, support processes, cybersecurity priorities, and organizational objectives.

Because Infinity Technologies is already supporting the City's environment, transition and implementation risks are significantly reduced. Communication channels, operational procedures, technical knowledge, and working relationships are already established, allowing the City to maintain continuity of service while focusing on technology planning, operational improvements, and risk reduction initiatives.

While a traditional provider transition will not be required, Infinity Technologies will conduct a structured Discovery, Documentation, and Technology Maturity Program during the initial phase of the agreement. The program is intended to validate existing information, address documentation gaps, review current conditions, and establish priorities for ongoing technology management and continuous improvement.

The City recently completed an independent IT Risk Assessment that provides valuable insight into existing conditions, risks, and opportunities for improvement. Infinity Technologies views this assessment as a strategic roadmap for advancing the City's technology maturity. Rather than treating the assessment as a standalone deliverable, we will integrate applicable recommendations into governance activities, technology planning, cybersecurity initiatives, resiliency planning, budgeting, and ongoing operational improvement efforts throughout the term of the agreement.

Infinity Technologies will review and validate the assessment findings, incorporate applicable recommendations into operational and strategic planning activities, and assist the City in establishing implementation priorities. This approach supports informed decision-making, strengthens technology governance, and helps guide future cybersecurity, resiliency, and technology planning initiatives.

1.5.1 Initial Technology Maturity Roadmap

Building upon the City's recently completed independent IT Risk Assessment and Infinity Technologies' existing knowledge of the City's environment, the initial ninety (90) days of the agreement will focus on validating current conditions, addressing documentation needs, and establishing priorities for ongoing technology management, risk reduction, and operational improvement.

Timeframe	Primary Focus	Key Activities
Days 1–30	Discovery and Validation	Validate asset inventories, administrative access, vendor and licensing records, support documentation, and operational procedures. Review and prioritize findings from the City's independent IT Risk Assessment and identify opportunities to address immediate operational, cybersecurity, and resiliency needs.
Days 31–60	Documentation and Risk Reduction	Update network, infrastructure, system, and application documentation. Review cybersecurity, operational, and resiliency gaps. Support initial Disaster Recovery, Business Continuity, and Incident Response planning efforts and establish risk reduction priorities.
Days 61–90	Planning and Governance	Develop technology planning recommendations, lifecycle and replacement planning guidance, budget forecasting inputs, governance recommendations, and priorities for future technology, cybersecurity, and operational improvement initiatives.

The roadmap is designed to prioritize initiatives that provide the greatest operational, cybersecurity, and organizational benefit while remaining aligned with City resources, budget considerations, and strategic objectives.

Upon completion of the initial 90-day program, Infinity Technologies will provide City leadership with consolidated recommendations and planning guidance addressing:

- Technology governance and operational oversight.
- Cybersecurity risk reduction and resiliency improvements.
- Disaster Recovery and Business Continuity planning priorities.
- Documentation, inventory, and operational process improvements.
- Technology lifecycle planning and budget forecasting considerations.
- Future technology initiatives and investment priorities.

A representative 90-Day Technology Maturity Program is included in Appendix A and illustrates this structured approach. Ongoing progress will be supported through regular governance reviews, executive reporting, and strategic planning activities as described in Appendix B, Governance and Executive Reporting Framework.

This approach allows the City to maintain operational continuity while establishing a practical framework for planning, governance, resiliency, and continuous improvement throughout the term of the agreement.

SECTION 2. SCHEDULE OF SERVICES

Infinity Technologies recognizes that successful managed information technology services require more than responsive technical support. Effective technology management depends upon structured governance, proactive planning, cybersecurity oversight, operational accountability, and continuous improvement.

Because Infinity Technologies is currently providing managed IT services to the City, implementation activities will focus on validating existing information, advancing technology maturity, strengthening governance and documentation, reviewing cybersecurity and resiliency priorities, and establishing a framework for ongoing planning and continuous improvement. This approach allows the City to maintain uninterrupted operations while benefiting from a structured program designed to improve visibility, reduce risk, and support informed technology decision-making.

The schedule presented below reflects a representative roadmap for the initial phases of the engagement and the ongoing activities that will support service delivery, governance, cybersecurity management, and long-term technology planning throughout the term of the agreement.

2.1 IMPLEMENTATION AND OPERATIONAL SCHEDULE

Phase	Timeframe	Primary Activities	Intended Outcomes
Operational Validation and Discovery	Months 1–2	Validate technology inventories, administrative access, vendor and licensing records, documentation, operational procedures, and review findings from the City's independent IT Risk Assessment.	Establish a validated operational baseline, identify documentation gaps, confirm priorities, and develop a foundation for future planning and improvement initiatives.
Documentation and Risk Reduction	Months 2–4	Update network, infrastructure, system, and application documentation; review operational, cybersecurity, and resiliency initiatives; and support Disaster Recovery, Business Continuity, and Incident Response planning activities.	Improve operational readiness, strengthen documentation, identify risk reduction opportunities, and support organizational resiliency initiatives.
Planning and Governance	Months 4–6	Develop technology planning recommendations, lifecycle forecasting inputs, governance processes, budget planning considerations, and implementation priorities for future initiatives.	Establish a roadmap for technology maturity, governance, cybersecurity enhancement, lifecycle planning, and continuous improvement.
Ongoing Managed Services and	Contract Term	Provide dedicated onsite support, help desk services,	Maintain reliable operations, support

Continuous Improvement		infrastructure administration, cybersecurity management, governance reporting, technology planning, vendor coordination, lifecycle management, and ongoing improvement initiatives.	informed decision-making, and continuously advance the City's technology, cybersecurity, and operational maturity objectives.
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A representative 90-Day Technology Maturity Program is provided in *Appendix A*.

2.2 GOVERNANCE AND COORDINATION SCHEDULE

Throughout the agreement, Infinity Technologies will maintain a structured governance framework designed to provide City leadership with visibility into service performance, technology initiatives, cybersecurity activities, operational priorities, risks, and future planning considerations. These activities support accountability, communication, informed decision-making, and alignment between technology operations and City objectives.

Activity	Frequency	Purpose
Operational Coordination Meetings	Weekly	Review service requests, operational priorities, project activities, vendor coordination, open issues, and upcoming support needs.
Service Review and Management Reporting	Monthly	Review service performance, cybersecurity activities, operational metrics, asset and licensing updates, and recommendations for operational improvement.
Technology and Cybersecurity Reviews	Quarterly	Review technology initiatives, cybersecurity activities, risk management priorities, lifecycle planning considerations, and strategic recommendations.
Technology Planning and Budget Development	Annually	Support budget planning, lifecycle forecasting, capital improvement considerations, and long-range technology planning.
Vendor, Auditor, and Third-Party Coordination	As Required	Coordinate activities with external stakeholders and support operational, compliance, cybersecurity, and technology initiatives.

Additional information regarding governance and reporting activities is provided in *Appendix B*.

2.3 EXTERNAL COORDINATION

Effective technology management requires coordination with a variety of external partners, service providers, and stakeholders. Infinity Technologies will serve as the City's technology liaison and coordinate with software vendors, telecommunications providers, cybersecurity partners, auditors, cyber insurance representatives, consultants, and other third-party organizations as necessary to support ongoing operations and technology initiatives.

Representative coordination activities include:

- Vendor support escalations and issue resolution.
- Cybersecurity, compliance, and cyber insurance reviews.

- Independent security assessments, testing, and remediation activities.
- Software licensing, subscription, and renewal management.
- Telecommunications, internet service provider, and connectivity coordination.
- Technology procurement support and vendor evaluations.
- Project implementation coordination and third-party technology integration activities.

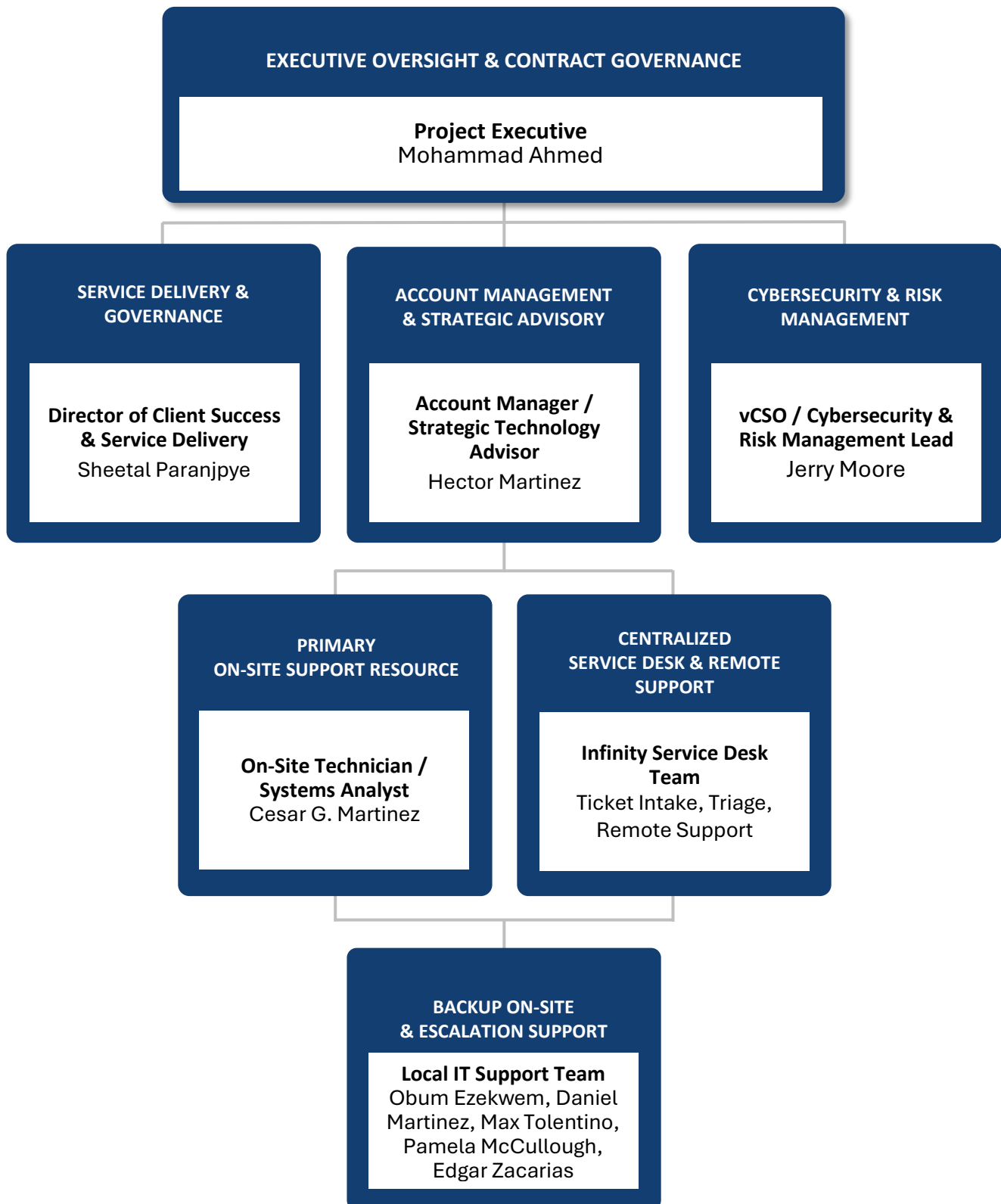
Infinity Technologies will manage communications, coordinate activities among stakeholders, monitor external dependencies, and provide status updates to City staff to help ensure technology initiatives remain aligned with operational priorities, project schedules, and organizational objectives.

SECTION 3. PROJECT TEAM, KEY PERSONNEL & RESUMES

3.1 PROJECT TEAM STRUCTURE

Infinity Technologies has assembled a dedicated project team that combines executive oversight, strategic technology leadership, cybersecurity expertise, operational management, and onsite support resources. The proposed structure is designed to provide clear accountability, responsive service delivery, operational continuity, and effective governance throughout the term of the agreement.

Figure 3-1 Project Team Organization and Governance Structure



The proposed team structure provides the City with clear accountability, defined escalation paths, dedicated onsite support, cybersecurity leadership, and strategic technology advisory services. The structure is designed to support the City's operational, governance, cybersecurity, and long-term technology planning objectives while ensuring continuity of service throughout the term of the agreement.

This service delivery structure provides:

- Clear accountability and defined escalation paths for operational, technical, cybersecurity, and contractual matters.
- Dedicated management oversight and executive sponsorship throughout the term of the agreement.
- Consistent onsite support during normal City business hours, supplemented by centralized service desk and engineering resources.
- Access to senior engineering, cybersecurity, cloud, and infrastructure specialists.
- Operational continuity through cross-trained personnel and backup coverage.
- Structured governance, reporting, and communication processes.
- Alignment between daily service delivery, cybersecurity objectives, technology planning, and budget forecasting.
- Ongoing strategic technology advisory services to support policy development, lifecycle planning, risk management, and informed budgeting decisions.

3.2 KEY PERSONNEL AND SERVICE DELIVERY TEAM

The following personnel have been assigned responsibility for executive oversight, service delivery management, cybersecurity leadership, technical operations, and onsite support. Together, these resources provide the City with a structured management framework that combines executive accountability, operational leadership, dedicated onsite support, and access to specialized engineering and cybersecurity expertise.

Table 3-1 summarizes the primary role of each key team member within the service delivery model. Additional detail regarding individual responsibilities is provided below, and resumes for all key personnel are included in the Appendix.

Table 3-1 Project Team Roles and Primary Responsibilities

Role	Primary Responsibility
Project Executive / Executive Sponsor	Executive oversight, contract governance, strategic planning, executive escalation.
Director of Client Success & Transition Lead	Transition management, service governance, reporting, operational alignment.
Account Manager & Strategic Technology Advisor	Service coordination, budgeting support, procurement planning, vendor management, technology strategy.
Virtual Chief Security Officer (vCSO)	Cybersecurity leadership, disaster recovery, business continuity, risk management, technical strategy.

Service Desk Manager	Service desk operations, escalation management, service-level performance, operational reporting.
Dedicated On-Site IT Systems Analyst	End-user support, onsite troubleshooting, documentation, operational support.
Dedicated Systems Engineer	Infrastructure engineering, technical escalations, cloud and systems administration.
Centralized Service Desk Team	Ticket management, remote support, after-hours response, service coordination.
Engineering & Infrastructure Team	Advanced technical support, project delivery, cloud, network, and security engineering.

In addition to the personnel identified below, the City will have access to Infinity Technologies' broader engineering, cybersecurity, cloud, infrastructure, and project delivery resources. This depth of support helps ensure operational continuity, reduces dependency on any single individual, and provides access to specialized expertise as operational requirements evolve.

Key Personnel Commitment: Infinity Technologies will not replace proposed key personnel without prior notice to the City except in circumstances beyond the firm's control. Comparable or greater qualifications will be provided for any replacement personnel.

The personnel identified below represent the primary leadership, management, cybersecurity, and technical resources assigned to support the City. Together, they provide continuity of service, defined accountability, and direct access to decision-makers responsible for service delivery and technology planning.

3.2.1 Key Personnel Narratives

The following personnel have been assigned key leadership, operational, cybersecurity, and technical responsibilities within the proposed service delivery structure. Together, they provide the City with designated points of accountability, continuity of support, and access to the resources necessary to support daily operations, project initiatives, and evolving technology requirements throughout the term of the agreement.

Mohammad Ahmed

Project Executive

Mohammad provides executive sponsorship and accountability for the engagement, ensuring Infinity's services remain aligned with the City's operational objectives, technology priorities, and contractual requirements. He serves as the executive escalation point and provides governance oversight, resource alignment, and leadership support throughout the contract term.

Sheetal Paranjpye

Director of Client Success and Service Delivery

Sheetal oversees service delivery governance and leads the transition and onboarding activities. She is responsible for operational alignment, service review processes, knowledge transfer coordination, and continuous improvement initiatives that support successful long-term service delivery.

Hector Martinez

Account Manager / Strategic Technology Advisor

Hector serves as the City's primary management contact and strategic technology advisor, providing ongoing leadership for governance activities, budgeting, technology planning, vendor coordination, and implementation of strategic technology initiatives. He works closely with City leadership to support technology planning, budgeting, procurement coordination, vendor management, and infrastructure lifecycle planning while ensuring day-to-day service delivery remains aligned with City priorities.

Jerry Moore

Virtual Chief Security Officer & Chief Network Engineer

Jerry provides senior cybersecurity and infrastructure leadership, supporting the City's efforts to strengthen operational resilience, reduce risk, and maintain secure technology operations. He also serves as a strategic advisor for cybersecurity maturity initiatives, risk mitigation planning, incident preparedness, and implementation of recommendations arising from assessments and security reviews. His expertise includes cybersecurity strategy, business continuity planning, disaster recovery preparedness, infrastructure modernization, and senior technical advisory services.

Robert Guthertz

Service Desk Manager

Robert oversees service desk operations, performance monitoring, escalation management, and service reporting. He serves as the operational lead responsible for maintaining service quality, coordinating support activities, and ensuring alignment between service desk and engineering resources.

Cesar Garcia Martinez

Dedicated On-Site IT Systems Analyst

Cesar serves as the City's dedicated onsite technology resource and primary onsite point of contact. His scheduled onsite presence provides continuity of support, familiarity with City operations, timely issue resolution, and direct coordination between City staff and Infinity's service delivery and engineering teams.

Obum Ezekwem

Dedicated Systems Engineer & Infrastructure Lead

Obum serves as the City's dedicated systems engineering resource and infrastructure lead, providing technical oversight for cloud services, Microsoft 365, identity management, networking, endpoint management, and infrastructure modernization initiatives. He provides advanced technical escalation support and works closely with the onsite resource and service desk team to ensure complex issues are addressed efficiently and infrastructure improvements are successfully implemented.

Centralized Service Desk Team

Remote Support & Service Coordination

Infinity's centralized service desk provides centralized technical support, service coordination, and issue management across all City departments. The team utilizes documented processes, service-level monitoring, and escalation procedures to ensure efficient and consistent service delivery.

Engineering & Infrastructure Team

Infinity's engineering team provides specialized expertise in cybersecurity, cloud services, networking, Microsoft technologies, disaster recovery, and infrastructure modernization. These resources support project implementation, advanced technical escalations, operational continuity, and specialized technical requirements.

3.3 GOVERNANCE, SERVICE DELIVERY AND ESCALATION MODEL

The proposed governance and service delivery structure establishes clear accountability, defined escalation paths, and coordinated management oversight to support the City's operational, cybersecurity, and technology objectives. The model integrates executive governance, day-to-day service management, technical escalation, and cybersecurity leadership to ensure effective communication, timely issue resolution, risk management, and continuity of service.

Executive governance also serves as the mechanism through which technology priorities, cybersecurity initiatives, operational risks, and future investment considerations are reviewed and aligned with City objectives.

Figure 3-2 Governance, Service Delivery, and Escalation Model

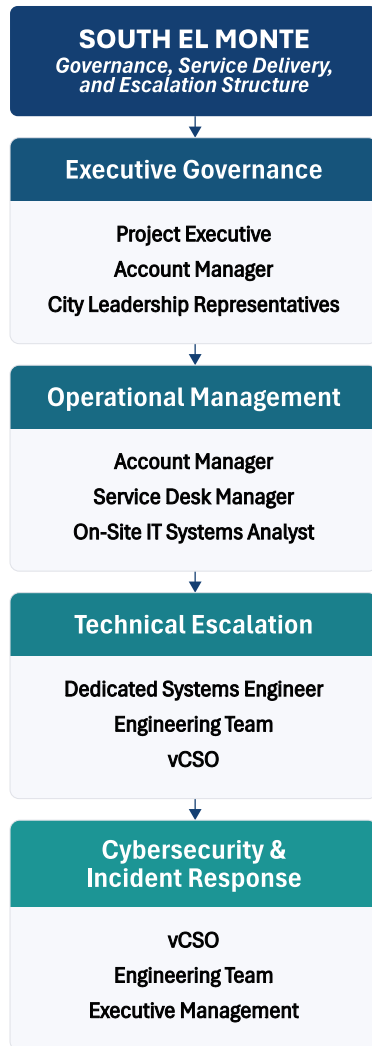


Figure 3-2. Governance, Service Delivery, and Escalation Model

Illustrates the organizational structure, management responsibilities, communication pathways, and escalation framework used to support service delivery, technology governance, cybersecurity oversight, and operational continuity.

3.3.1 Executive Governance

Executive governance is provided through the Project Executive, Account Manager, and designated City representatives. This governance structure supports contract administration, service-level oversight, strategic planning, technology roadmap development, budget forecasting, policy discussions, and resolution of matters requiring executive-level attention.

Regular governance reviews provide City leadership with visibility into service performance, technology risks, cybersecurity initiatives, project status, and future investment considerations,

helping ensure technology operations remain aligned with City priorities and organizational objectives.

3.3.2 Operational Management

Day-to-day service delivery is coordinated through the Account Manager, Service Desk Manager, onsite support personnel, and supporting technical resources. Responsibilities include service coordination, incident and request management, work prioritization, reporting, vendor coordination, scheduling, resource allocation, and operational planning.

This management structure promotes accountability, responsive communication, and consistent service delivery while ensuring operational activities remain aligned with established service levels and City expectations. Regular coordination between onsite personnel, service desk management, engineering resources, and City staff helps ensure issues are addressed proactively and operational priorities remain visible throughout the organization.

3.3.3. Technical Escalation

Issues requiring advanced technical expertise are escalated through designated engineering resources and senior technical leadership. This escalation framework provides timely access to specialized expertise in Microsoft 365, cloud services, networking, infrastructure, cybersecurity, disaster recovery, business continuity, and other complex technical disciplines.

Defined escalation procedures ensure issues are routed to the appropriate technical resources based on severity, complexity, operational impact, and urgency, helping minimize service disruptions and accelerate resolution.

3.3.4 Cybersecurity and Incident Response

Cybersecurity oversight is provided through the Virtual Chief Security Officer (vCSO) and supporting engineering resources. Security incidents are managed through documented response procedures that include identification, containment, investigation, communication, remediation, recovery, and post-incident review.

In addition to incident response, the vCSO provides ongoing cybersecurity leadership through risk management, policy development, security planning, assessment review, security awareness initiatives, and guidance on emerging threats and regulatory requirements.

This structure supports continuous improvement of the City's cybersecurity posture while helping address risk management objectives, regulatory obligations, cyber insurance requirements, and long-term organizational resiliency.

Cybersecurity activities are integrated into the broader governance framework through regular reporting, risk reviews, planning discussions, and executive-level recommendations that support informed decision-making and continuous improvement.

3.4 MUNICIPAL EXPERIENCE

The proposed team has extensive experience supporting municipal agencies throughout California, including cities of similar size and operational complexity. Team members have supported local government environments involving Microsoft 365, cybersecurity programs, ERP systems,

permitting platforms, public safety technologies, cloud migrations, disaster recovery planning, service delivery governance, and long-term technology planning.

Relevant municipal experience, certifications, technical qualifications, and professional backgrounds for each proposed team member are provided in *Appendix C*.

3.5 RESUMES

Resumes for all key personnel identified in the organization chart are included in *Appendix C*. The resumes provide detailed information regarding each individual's qualifications, certifications, technical expertise, municipal project experience, and relevant professional background.

SECTION 4. COMPANY QUALIFICATIONS

4.1 FIRM OVERVIEW

Infinity Technologies is a California-based managed technology services firm specializing in information technology, cybersecurity, cloud services, infrastructure management, and geographic information systems (GIS) support for public agencies and other regulated organizations.

Founded in 2007 as the technology division of Interwest Consulting Group, Infinity Technologies became an independent company in 2021 while continuing to expand its managed services, cybersecurity, cloud, and GIS capabilities. Today, Infinity supports more than 100 client organizations throughout California and maintains a staff of over 80 technology professionals providing managed services, cybersecurity, cloud, infrastructure, GIS, project management, and advisory services.

Infinity provides all services with internal personnel and does not rely upon subconsultants for the services proposed under this contract.

Infinity Technologies maintains a longstanding commitment to serving California public agencies and has developed the personnel, operational processes, and technical capabilities necessary to support complex municipal technology environments. The following snapshot summarizes the firm's public-sector experience and organizational resources.

<u>QUALIFICATION AREA</u>	<u>FIRM PROFILE</u>
Years Supporting Public Agencies	18+ Years
California Organizations Supported	100+
California Municipal & Public Agency IT Clients Served	35+
Technology Professionals	80+
Core Services: Managed IT, Cybersecurity, Cloud, Infrastructure, GIS	

4.2 MUNICIPAL EXPERIENCE

Local government agencies represent a significant portion of Infinity's client base and remain a primary focus of the firm's managed services practice. Our team has extensive experience supporting city operations, legislative services, finance, community development, public works, parks and recreation, human resources, public records compliance, cybersecurity programs, and enterprise business applications commonly utilized by California municipalities.

Infinity currently provides managed technology services, cybersecurity support, cloud administration, infrastructure management, strategic planning, and GIS services for numerous California cities and public agencies. This experience has provided our team with a thorough understanding of municipal governance, public procurement requirements, budgeting processes, records retention obligations, cybersecurity expectations, and service continuity requirements.

Infinity also provides GIS administration, ArcGIS Enterprise support, and GIS integration services for multiple municipal clients, allowing the firm to support agencies that maintain integrated IT and GIS environments.

4.2.1 Representative Municipal Clients

Infinity currently provides information technology, cybersecurity, cloud, infrastructure, and GIS services to municipalities throughout Southern California. Representative municipal clients include:

Los Angeles and Orange Counties

- City of Bell (IT/GIS)
- City of Downey
- City of Pico Rivera (IT/GIS)
- City of Paramount
- City of Signal Hill
- City of La Mirada
- City of La Palma
- City of Lakewood
- City of Fullerton

- City of Stanton
- City of Westminster
- City of Tustin
- City of Rancho Santa Margarita
- City of Laguna Niguel (IT/GIS)
- City of San Juan Capistrano (IT/GIS)

Inland Southern California

- City of Eastvale (IT/GIS)
- City of Wildomar (IT/GIS)

4.3 ORGANIZATIONAL RESOURCES AND TECHNICAL CAPABILITIES

Infinity maintains dedicated service delivery, engineering, cybersecurity, project management, and client success teams that support agencies throughout California. These resources are intentionally structured to provide both consistent day-to-day support and scalable technical expertise as agency needs evolve.

Infinity delivers comprehensive, end-to-end IT and GIS services aligned with municipal operational priorities, security requirements, and long-term strategic planning. Our capabilities are organized across the following core service areas:

Core Technical Capabilities

IT Operations & End User Support



- Managed IT Services and Service Desk Operations
- Asset Lifecycle Management and Procurement Support
- Mobile Device Management and Endpoint Security

Cloud & Platform Administration



- Microsoft 365 and Entra ID Administration
- Cloud Services and Infrastructure Management

Cybersecurity & Resilience



- Cybersecurity Monitoring and Incident Response
- Backup, Disaster Recovery, and Business Continuity Planning

Infrastructure & Connectivity



- Network and Wireless Infrastructure Management

Strategic Planning & Governance



- Technology Planning and Budget Development

Geospatial Services



- Geographic Information Systems (GIS) Services

Our service delivery model integrates dedicated client-facing resources with centralized service desk, engineering, and cybersecurity teams. This structure ensures continuity of operations, depth of technical expertise, and responsive support, while maintaining clear accountability and alignment with agency goals.

4.4 CERTIFICATIONS AND PROFESSIONAL QUALIFICATIONS

Infinity personnel maintain industry-recognized certifications and professional credentials across cybersecurity, cloud platforms, infrastructure, project management, and GIS disciplines. These certifications reflect our commitment to maintaining current technical expertise and delivering services aligned with established industry standards and best practices.

Representative Certifications and Relevance to Municipal Services

Certification	Relevance to Service Delivery
Certified Information Systems Security Professional (CISSP)	Supports development and oversight of comprehensive cybersecurity programs, including risk management, security

	architecture, and governance aligned with public sector best practices.
CompTIA Security+	Provides foundational knowledge in threat detection, vulnerability management, and secure system configuration applicable to day-to-day municipal IT operations.
Microsoft Azure & Microsoft 365 Certifications	Demonstrates expertise in cloud platform administration, identity management (Entra ID), security controls, and optimization of Microsoft environments commonly used by public agencies.
Microsoft Certified: AI Business Professional	Supports responsible adoption and practical application of AI capabilities within Microsoft environments, including process automation, data insights, and productivity enhancements aligned with organizational policies and governance.
Cisco Certified Network Associate (CCNA) & Enterprise Certifications	Supports reliable design, implementation, and troubleshooting of network and wireless infrastructure critical to municipal operations.
VMware Certifications	Enables effective management of virtualized environments, supporting system performance, scalability, and disaster recovery capabilities.
ITIL Certifications	Establishes standardized service management practices, including incident, problem, and change management, to improve service delivery consistency and accountability.
Project Management Professional (PMP)	Supports structured project planning, execution, and stakeholder coordination, ensuring technology initiatives are delivered on time and within scope.
Esri ArcGIS Certifications	Demonstrates technical proficiency in GIS platforms used for mapping, spatial analysis, and data-driven decision-making in municipal departments.

Personnel assigned to public agency engagements bring practical experience in cybersecurity governance, incident response, records management requirements, and regulatory compliance. They are familiar with the operational, legal, and security considerations associated with handling sensitive governmental information and supporting municipal environments.

4.5 COMMITMENT TO SERVICE DELIVERY

Infinity's service delivery model is structured to provide public agencies with consistent support, clear accountability, and reliable access to specialized technical expertise. Services are delivered through established governance practices, defined procedures, and measurable performance standards that promote transparency and continuous improvement.

Key elements of our approach include structured escalation pathways, proactive service management, regular performance reporting, and ongoing technology planning aligned with agency priorities and budget cycles.

Our team has extensive experience supporting agencies in fully outsourced and hybrid IT environments. We work closely with executive leadership, department directors, software vendors, and third-party providers to coordinate services, resolve issues efficiently, and maintain secure, stable technology operations. This collaborative approach ensures alignment across stakeholders while minimizing risk and service disruption.

4.6 SUBCONSULTANTS

Infinity Technologies will perform all services identified in this proposal using its own personnel and resources. No subconsultants are proposed for this engagement.

This approach ensures direct accountability, consistent service delivery, and full alignment with the standards, processes, and performance expectations outlined in this proposal.

SECTION 5. REFERENCES

Infinity Technologies currently provides managed information technology services, cybersecurity leadership, infrastructure management, strategic planning, and technology modernization services for municipalities throughout Southern California. Our municipal clients rely on Infinity as an extension of their organizations, providing the operational support, governance, cybersecurity oversight, and strategic guidance necessary to maintain reliable technology operations and support long-term organizational objectives.

5.1 REFERENCE SUMMARY

The following references represent municipalities with organizational structures, operational requirements, and technology environments comparable to the City of South El Monte. In each engagement, Infinity Technologies provides a combination of operational support, cybersecurity services, governance, strategic planning, and technology leadership designed to support reliable municipal operations and informed technology decision-making.

Agency	Contract Term	Services Provided
City of Bell	2014– Present	Full-service outsourced IT department, including public safety support, cybersecurity, infrastructure management, and strategic technology planning
City of La Mirada	2019– Present	Managed IT services, infrastructure administration, cybersecurity, project delivery, and technology planning
City of Paramount	2022– Present	Managed IT services, 24/7 support, infrastructure modernization, cybersecurity, and strategic advisory services
City of Signal Hill	2022– Present	Managed technology services, public safety support, cybersecurity, business continuity, and infrastructure modernization
City of Lakewood	2024– Present	Strategic technology planning, infrastructure administration, cybersecurity, disaster recovery, and ongoing operational support

Several of the engagements identified below have been maintained for multiple years and reflect long-standing client relationships built upon consistent service delivery, responsive support, trusted advisory services, and successful execution of technology initiatives.

Additional details regarding each engagement, including client contacts and specific services provided below.

Representative Municipal Engagements

City of Paramount

Grissel Chavez

Assistant City Manager
16400 Colorado Avenue
Paramount, CA 90723
(562) 220-2022
gchavez@paramountcity.com

Summary of Services Performed

Infinity Technologies serves as the City's managed technology services provider, delivering ongoing operational support, cybersecurity services, infrastructure administration, project delivery, and strategic technology planning. The engagement includes technology modernization initiatives, governance support, vendor management, and implementation of operational and cybersecurity improvements that enhance service reliability, security, and organizational efficiency.

City of Signal Hill

Sharon del Rosario

Administrative Services Officer/
Finance Director
2175 Cherry Avenue
Signal Hill, CA 90755
(562) 989-7319
sdelrosario@cityofsignalhill.org

Summary of Services Performed

Infinity Technologies provides comprehensive managed technology services supporting municipal administration and public safety operations. Services include cybersecurity oversight, infrastructure management, resiliency planning, technology project delivery, procurement support, and strategic advisory services that support secure and reliable operations across City departments.

City of Lakewood

Jose Gomez

Director of Finance & Administrative
Services
5050 Clark Avenue
Lakewood, CA 90712
(562) 866-9771 ext. 2601
jgomez@lakewoodcity.org

Summary of Services Performed

Infinity Technologies supports the City through strategic technology planning, cybersecurity leadership, infrastructure oversight, disaster recovery preparedness, vendor management, and technology project implementation. Services emphasize long-range planning, operational resiliency, lifecycle management, and alignment between technology investments and organizational priorities.

City of Bell**Javier Ochiqui**

Assistant to the City Manager
6330 Pine Avenue
Bell, CA 90201
(323) 773-1596
jochiqui@cityofbell.org

City of La Mirada**Anne Haraksin**

Assistant City Manager
13700 La Mirada Blvd.
La Mirada, CA 90638
(562) 943-0131
aharaksin@cityoflamirada.org

Summary of Services Performed

Infinity Technologies functions as the City's outsourced information technology department, providing comprehensive support for municipal operations and public safety services. Responsibilities include service desk operations, infrastructure management, cybersecurity oversight, technology governance, strategic planning, project delivery, and support for Police Department technology and dispatch operations.

Summary of Services Performed

Infinity Technologies provides managed technology services through a combination of onsite and remote support resources. Services include infrastructure administration, cybersecurity management, application support, project implementation, vendor coordination, and ongoing technology planning that supports reliable operations, user productivity, and continuous improvement across City departments.

SECTION 6. CITY'S STANDARD PROFESSIONAL SERVICES AGREEMENT

Infinity Technologies has thoroughly reviewed the City's Sample Professional Services Agreement (Attachment B) and confirms its full acceptance and compliance with all terms, conditions, and requirements outlined therein. We are prepared to execute services in accordance with the Agreement and uphold all contractual obligations throughout the engagement.

SECTION 7. ADDENDA ACKNOWLEDGEMENT

Infinity Technologies acknowledges receipt of *Addendum No. 1, dated May 28, 2026*, issued by the City of South El Monte for the Request for Proposals (RFP) for Comprehensive Managed Information Technology Services.

Infinity Technologies has reviewed the addendum and has incorporated the information, clarifications, and requirements contained therein into this proposal. Infinity Technologies agrees to the terms and conditions set forth in Addendum No. 1.

SECTION 8. REQUIRED ATTACHMENTS

The following required attachments are included with this proposal:

- Attachment A – Affidavit of Non-Collusion (signed)
- Attachment B – Sample Professional Services Agreement

Infinity Technologies has reviewed the City's Sample Professional Services Agreement and takes no exception to its terms and conditions. If selected for award, Infinity Technologies is prepared to execute the Agreement substantially in the form provided by the City following City Council authorization and completion of the City's contracting process.

ATTACHMENT B

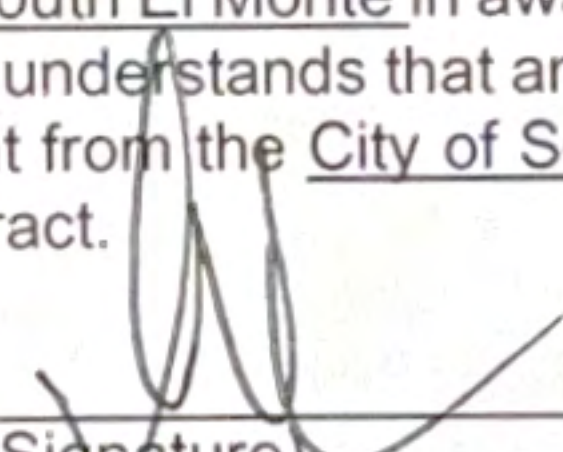
AFFIDAVIT OF NON-COLLUSION

I state that I am President/ceo ^{Mohammad Ahmed} (title) of Infinity Technologies (name of firm) and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Offer.

I state that:

- (1) The price(s) and amount of this Offer have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer.
- (2) That neither the price(s) nor the amount of this Offer, and neither the approximate price(s) nor approximate amount of this Offer, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed before Solicitation opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit an Offer higher than this Offer, or to submit any intentionally high or noncompetitive Offer or other form of complementary Offer.
- (4) The Offer of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Offer.
- (5) Infinity Technologies (name of firm), its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as described in the attached appendix.

I state that Infinity Technologies (name of firm) understands and acknowledges that the above representations are material and important, and will be relied on by the City of South El Monte in awarding the contract(s) for which this Offer is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the City of South El Monte of the true facts relating to the submission of Offers for this contract.


(Authorized Signature)

Infinity Technologies - President/ceo
(Name of Company/Position)

Sworn to and subscribed before me this _____ day of _____, 20__.

Notary Public for California

My Commission Expires: _____

See Attached

JURAT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Orange } SS.

Subscribed and sworn to (or affirmed) before me on this 3 day of June, 2026, by

Mohammad Ahmed, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



[Signature]
NOTARY'S SIGNATURE

PLACE NOTARY SEAL IN ABOVE SPACE

OPTIONAL INFORMATION

The information below is optional. However, it may prove valuable and could prevent fraudulent attachment of this form to an unauthorized document.

CAPACITY CLAIMED BY SIGNER (PRINCIPAL)

- ☐ INDIVIDUAL
☐ CORPORATE OFFICER _____ TITLE(S)
☐ PARTNER(S)
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER: _____

DESCRIPTION OF ATTACHED DOCUMENT

TITLE OR TYPE OF DOCUMENT

NUMBER OF PAGES

DATE OF DOCUMENT

OTHER

ABSENT SIGNER (PRINCIPAL) IS REPRESENTING:
NAME OF PERSON(S) OR ENTITY(IES)

RIGHT
THUMBPRINT
OF
SIGNER

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APPENDICES

The following appendices provide supplemental information supporting Infinity Technologies' proposed service delivery approach, governance framework, technology maturity methodology, and staffing resources for the City of South El Monte.

APPENDIX A – 90-DAY TECHNOLOGY MATURITY PROGRAM

APPENDIX B – GOVERNANCE AND EXECUTIVE REPORTING FRAMEWORK

APPENDIX C – KEY PERSONNEL QUALIFICATIONS

APPENDIX A - 90-DAY TECHNOLOGY MATURITY PROGRAM

A.1 PURPOSE

The initial ninety (90) days of the agreement are designed to establish a validated operational baseline, review existing conditions, assess technology management practices, and develop a prioritized roadmap for ongoing governance, cybersecurity, resiliency, and continuous improvement.

Building upon the City's recently completed independent IT Risk Assessment and Infinity Technologies' familiarity with the City's environment, this program is intended to validate existing information, address documentation gaps, identify opportunities for operational and cybersecurity improvement, and establish implementation priorities that support the City's strategic and operational objectives.

The program is structured to minimize disruption to daily operations while providing City leadership with actionable recommendations, improved visibility into technology risks and assets, and a framework for informed decision-making throughout the term of the agreement.

Timeframe	Primary Focus	Representative Activities	Key Outcomes
Days 1–30	Discovery and Validation	Validate technology asset inventories, administrative access, vendor and licensing records, support documentation, system configurations, and operational procedures. Review and evaluate findings from the City's independent IT Risk Assessment and identify immediate operational, cybersecurity, and resiliency considerations.	Validated current-state information, identified documentation gaps, confirmed assessment priorities, and established an operational baseline for future planning and improvement efforts.
Days 31–60	Documentation and Risk Reduction	Update network, infrastructure, system, and application documentation. Review operational, cybersecurity, and resiliency practices. Initiate Disaster Recovery, Business Continuity, and Incident Response planning discussions and identify risk reduction opportunities.	Improved operational documentation, increased visibility into technology dependencies, identified risk mitigation priorities, and established foundational resiliency planning activities.

Days 61–90	Planning and Governance	Develop technology planning recommendations, lifecycle management considerations, governance improvements, budget forecasting inputs, and implementation priorities for future technology, cybersecurity, and operational initiatives.	Established a prioritized roadmap for technology maturity, governance, cybersecurity enhancement, lifecycle planning, and continuous improvement initiatives.
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A.2 PROGRAM DELIVERABLES

Upon completion of the Technology Maturity Program, Infinity Technologies will provide City leadership with consolidated recommendations and planning guidance addressing:

- Technology governance and operational oversight.
- Cybersecurity risk reduction and security maturity improvements.
- Disaster Recovery, Business Continuity, and Incident Response planning priorities.
- Documentation, inventory, and operational process improvements.
- Technology lifecycle planning and budget forecasting considerations.
- Prioritized implementation recommendations and sequencing guidance.
- Future technology initiatives aligned with City objectives and available resources.

Recommendations will be prioritized according to operational impact, risk reduction value, organizational readiness, funding considerations, and implementation effort.

A.3 CONTINUOUS IMPROVEMENT FRAMEWORK

The Technology Maturity Program is not intended to be a one-time assessment activity. Rather, it establishes the foundation for an ongoing cycle of governance, operational review, risk management, planning, and continuous improvement throughout the term of the agreement.

Following completion of the initial 90-day program, progress on identified initiatives, technology planning activities, cybersecurity improvements, and operational priorities will be tracked and reviewed through the Governance and Executive Reporting Framework described in *Appendix B*.

Timeframe	Primary Focus	Representative Activities
Days 1–30	Discovery and Validation	Asset inventory validation, administrative access review, vendor and licensing review, documentation review, and evaluation of independent IT Risk Assessment findings.
Days 31–60	Documentation and Risk Reduction	Network and system documentation updates, operational and cybersecurity review, Disaster Recovery and Business Continuity planning discussions, and identification of risk reduction priorities.
Days 61–90	Planning and Governance	Technology planning recommendations, lifecycle planning considerations, budget forecasting inputs, governance

		discussions, and prioritization of future improvement initiatives.
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This phased approach supports operational continuity while providing the City with a structured framework for planning, risk reduction, resiliency, and continuous improvement.

Following completion of the initial Technology Maturity Program, ongoing oversight, reporting, and planning activities would be supported through the Governance and Executive Reporting Framework described in *Appendix B*.

APPENDIX B – GOVERNANCE & EXECUTIVE REPORTING FRAMEWORK

B.1 PURPOSE

This appendix provides a representative overview of the governance, communication, reporting, and planning processes utilized by Infinity Technologies to support operational transparency, accountability, strategic alignment, and informed technology decision-making.

Effective technology management requires more than responsive support services. It requires ongoing governance, performance visibility, risk management, strategic planning, and regular communication between City leadership and technology stakeholders. Infinity Technologies utilizes a structured governance framework designed to provide clear oversight of technology operations, cybersecurity initiatives, service performance, project activities, and future investment priorities.

The framework ensures that technology decisions remain aligned with City objectives, operational requirements, risk management goals, budget considerations, and long-term organizational priorities.

B.2 GOVERNANCE FRAMEWORK

Governance Activity	Purpose	Representative Topics
Weekly Operational Coordination	Maintain alignment on day-to-day operations and service priorities.	Service requests, operational issues, project activities, vendor coordination, scheduled maintenance, technology changes, and upcoming support needs.
Monthly Service Review	Provide visibility into service performance, operational trends, and technology activities.	Service desk metrics, recurring issues, cybersecurity activities, asset and licensing updates, project status, risk items, and operational improvement recommendations.
Quarterly Technology Review	Support executive oversight, technology governance, and strategic planning.	Technology roadmap progress, cybersecurity initiatives, risk management activities, lifecycle planning, policy considerations, budgeting inputs, and strategic recommendations.
Annual Technology Planning Session	Align technology priorities with budget development and long-range planning objectives.	Technology investment priorities, lifecycle forecasts, capital improvement considerations, cybersecurity planning, replacement schedules, and future technology initiatives.

B.3 EXECUTIVE REPORTING OBJECTIVES

The governance and reporting process is designed to provide City leadership with meaningful, actionable information rather than technical data alone. Reporting is intended to support informed decision-making by providing visibility into:

- Service delivery performance and operational trends.
- Cybersecurity posture, risk management activities, and security initiatives.
- Technology project status and implementation progress.
- Asset inventories, licensing considerations, and lifecycle planning.
- Budget forecasting and future technology investment requirements.
- Operational, resiliency, and continuous improvement opportunities.
- Progress on recommendations arising from assessments, reviews, and governance activities.

B.4 GOVERNANCE OUTCOMES

Through this structured governance framework, City leadership receives regular insight into technology operations, risks, priorities, and future planning considerations. This approach promotes accountability, transparency, and alignment between technology investments and City objectives while supporting proactive management, effective resource allocation, and continuous improvement throughout the term of the agreement.

The Governance and Executive Reporting Framework serves as the ongoing management structure through which recommendations, initiatives, and priorities identified during the 90-Day Technology Maturity Program are reviewed, prioritized, implemented, and monitored over time.

APPENDIX C – KEY PERSONNEL QUALIFICATIONS

PURPOSE

This appendix contains the qualifications, experience, certifications, and professional backgrounds of the key personnel proposed to support the City of South El Monte throughout the term of the agreement.

Infinity Technologies recognizes that successful municipal technology programs depend on more than technology platforms and support processes. Consistent service delivery, responsive support, effective communication, cybersecurity oversight, strategic planning, and operational continuity are achieved through experienced personnel supported by a structured governance, management, and escalation framework.

Infinity Technologies recognizes that successful municipal technology programs depend on experienced personnel capable of delivering responsive support, effective communication, strategic guidance, cybersecurity leadership, and operational continuity. The personnel presented in this appendix bring experience supporting municipal operations, cybersecurity programs, cloud technologies, infrastructure management, strategic planning, and service delivery governance.

Collectively, these resources provide the technical expertise, leadership, and continuity necessary to support the City's operational requirements, cybersecurity objectives, and long-term technology initiatives.

Table C-1 Proposed Key Personnel and Qualifications Overview

Role	Qualifications Focus
Project Executive	Executive leadership, municipal client oversight, contract governance, and strategic technology planning experience.
Director of Client Success and Service Delivery	Service delivery management, client success leadership, operational governance, and continuous improvement expertise.
Account Manager	Municipal technology planning, budgeting, procurement coordination, vendor management, and client relationship management.
Chief Network Engineer / vCSO	Cybersecurity leadership, infrastructure architecture, risk management, disaster recovery, and strategic security planning expertise.
Help Desk Manager	Service operations leadership, escalation management, quality assurance, and service performance oversight.
Dedicated IT Site Lead	End-user support, municipal operations support, technical troubleshooting, and onsite service coordination experience.

**Dedicated Engineering
Resources**

Advanced expertise in Microsoft 365, cloud services, networking, cybersecurity, infrastructure modernization, and project delivery.

The resumes that follow demonstrate the experience, certifications, technical expertise, leadership capabilities, and municipal support experience of the personnel assigned to the City. Together, these resources provide the depth of coverage, organizational resiliency, and specialized expertise necessary to support both daily operations and long-term technology initiatives throughout the term of the agreement.



CERTIFICATIONS

- Cisco Certified Network Associate (CCNA)
- Citrix Certified Administrator (CCA)
- Microsoft Certified Professional+
- Microsoft Certified System Engineer (MCSE)

CORE MUNICIPAL STRENGTHS

- Executive Oversight of Municipal IT Contracts
- Public-Sector Service Delivery and Governance
- Strategic IT Planning and Budget Alignment
- Cybersecurity Leadership and Risk Management
- Executive Escalation and Issue Resolution
- Vendor and Partner Coordination

OVERVIEW & PROFESSIONAL CREDENTIALS

Mohammad Ahmed is a senior technology executive with more than 20 years of experience leading IT governance, modernization, and managed services for California municipalities. As Founder, President, and CEO of Infinity Technologies, he provides executive accountability for contract performance, service quality, and long-term technology planning. Mohammad serves as the primary executive escalation point for city leadership, ensuring alignment with operational priorities, cybersecurity requirements, and sustainable service delivery.

VALUE FOR THE CITY OF SOUTH EL MONTE

For the City of South El Monte, Mohammad Ahmed will serve as the Project Executive, providing senior-level governance, contract accountability, and executive escalation support to ensure consistent performance, cybersecurity alignment, and successful service delivery.

MUNICIPAL PROJECT EXPERIENCE

Infinity Technologies | President and Chief Executive Officer

- Provides executive leadership and contract governance for municipal IT services across California, supporting city environments with infrastructure modernization, cybersecurity oversight, and responsive delivery.
- Executive sponsor for municipal managed services contracts
- Oversees staffing, compliance, service performance, and delivery standards
- Partners directly with City leadership on IT strategy and risk planning

City of Westminster | IT Director (Executive Oversight)

- Executive leadership for citywide IT operations, cybersecurity posture, and vendor-managed services
- Primary contact for budgeting, modernization priorities and performance accountability

City of Downey | IT Director (Executive Oversight)

- Provides executive direction for municipal IT operations and infrastructure modernization
- Advises City leadership on technology risk, planning, and service improvement

City of La Mirada | IT Management Services

- Executive oversight of IT operations, infrastructure support, and cybersecurity services
- Strategic advisor for long-term technology planning and governance

City of San Juan Capistrano | IT Management Services

- Executive leadership for municipal IT services and multi-year technology planning
- Project executive oversight for ERP implementation (Tyler Munis)



CERTIFICATIONS

- Project Management Professional (PMP) - PMI.org
- AWS Certified Cloud Practitioner – Amazon
- AWS Certified AI Practitioner
- Project Management Certificate Program - Caltech IRC

CORE MUNICIPAL STRENGTHS

- Municipal Managed Services Oversight
- Executive Client Communication & Reporting
- Cyber Incident Coordination & Recovery
- Service Delivery Governance & Escalation Frameworks
- Cross-Team Operational Alignment (IT, GIS, Applications)
- Process Standardization, Documentation & Visibility
- IT Strategy & Operational Leadership
- Project & Program Management (Agile, Waterfall)

OVERVIEW & PROFESSIONAL CREDENTIALS

Sheetal Paranjpye is the Director of Client Success and Service Delivery at Infinity Technologies, with over 20 years of IT experience and more than 14 years leading complex public-sector programs. She is responsible for overseeing municipal service delivery, client success strategy, and operational governance across IT, GIS, and application services.

Sheetal serves as the primary executive interface for municipal clients, ensuring alignment between City leadership and technical teams. She specializes in establishing structured service delivery models, escalation frameworks, and reporting processes that drive accountability, transparency, and consistent performance. Her leadership ensures that services are not only delivered, but delivered predictably, efficiently, and in alignment with City priorities.

VALUE TO THE CITY OF SOUTH EL MONTE

Sheetal will provide executive-level oversight that ensures the City of South El Monte receives consistent, accountable, and high-quality service delivery across all technology areas.

She will establish clear communication channels, structured reporting, and defined escalation paths — giving City leadership full visibility into performance, priorities, and risks. Her experience coordinating complex service environments ensures alignment across IT, GIS, and application teams, reducing friction and improving responsiveness.

During critical events, including cybersecurity incidents, Sheetal leads coordination efforts, ensuring clear communication, rapid response, and organized recovery. Her approach will bring stability, transparency, and confidence to the City’s ongoing technology operations.

MUNICIPAL PROJECT EXPERIENCE

Director of Client Success & Service Delivery | October 2025 - Present
Infinity Technologies – Roseville, CA

Provides executive oversight of managed IT services for municipal clients across California, ensuring consistent service delivery, operational alignment, and client satisfaction.

- Leads municipal service delivery strategy, ensuring alignment across IT, GIS, and application teams
- Serves as primary executive point of contact for client communication, reporting, and escalation
- Establishes service governance frameworks, including SLAs, escalation models, and performance tracking
- Oversees cross-team coordination, ensuring seamless delivery across technical disciplines
- Drives process improvement initiatives focused on documentation, visibility, and operational efficiency
- Implements task tracking and reporting structures to improve transparency and accountability

PRIOR MUNICIPAL PROJECT EXPERIENCE CONTINUED

Cybersecurity & Incident Response Leadership

- Leads coordination of municipal cybersecurity incident response efforts
- Facilitates communication between City leadership, technical teams, and third-party stakeholders (forensics, legal, insurance)
- Oversees incident tracking, daily status reporting, and recovery coordination
- Supports executive decision-making through clear, structured communication during high-impact events

Director of Solutions | 3Di Systems

3Di Systems – Roseville, CA

Supported Led enterprise technology programs and system modernization initiatives for municipal clients.

- Directed SaaS implementations supporting regulatory compliance and citizen-facing services
- Managed data migration and system integration projects, including legacy system transitions and GIS integrations
- Oversaw multi-million-dollar municipal programs with cross-functional teams
- Supported long-term client relationships through consistent delivery and successful project outcomes



CERTIFICATIONS

- CompTIA Network+

CORE MUNICIPAL STRENGTHS

- Enterprise IT Infrastructure & Network Administration
- Microsoft 365, Exchange, & SharePoint Administration
- Cybersecurity & Compliance (Endpoint Protection, Training, Risk Mitigation)
- Public Safety Systems (CAD/RMS, 911, Radio)
- Permitting & ERP Systems (Accela, Tyler Eden, Springbrook)
- Cloud & Endpoint Management (Intune, Defender)
- Network & Security (Firewalls, Switches, VPNs)
- IT Project Management & Budget Oversight

OVERVIEW & PROFESSIONAL CREDENTIALS

Hector is a senior IT professional with over 25 years of experience supporting municipal environments. He specializes in managing full-service IT operations, including infrastructure, cybersecurity, enterprise systems, and public safety technologies.

He is known for his hands-on, responsive approach and his ability to maintain stable, secure systems while leading critical initiatives such as migrations, upgrades, and cybersecurity programs. Hector works closely with City staff and leadership to ensure technology aligns with operational needs and long-term goals.

VALUE TO THE CITY OF SOUTH EL MONTE

Hector will provide continuity, reliability, and deep familiarity with the City’s IT environment. He will ensure systems remain secure and operational while proactively identifying improvements that reduce risk and increase efficiency.

His experience supporting finance, public safety, and communication systems will allow the City to operate seamlessly across departments. With a practical, solutions-focused approach, Hector delivers stable IT operations while supporting future growth and modernization.

MUNICIPAL PROJECT EXPERIENCE

Senior IT Systems Administrator | 2014 – Present

Infinity Technologies – Lake Forest, CA

Provides comprehensive IT services across multiple municipalities including Wildomar, Eastvale, Bell, Paramount, and La Palma.

- Manages citywide IT infrastructure, including networks, servers, virtualization, and cloud systems
- Administers Microsoft 365 environments, including Exchange, SharePoint, Intune, and Defender
- Leads major system initiatives, including .gov domain migrations, SharePoint migrations, and infrastructure upgrades
- Oversees cybersecurity programs, including endpoint protection, monitoring tools, and staff training
- Supports public safety systems (CAD/RMS, 911, radio) and critical City operations
- Administers ERP and permitting systems (Tyler, Accela, Springbrook)
- Manages network security, including firewalls, switches, VPNs, and remote access
- Leads and supports IT projects, including new facility builds and system deployments
- Oversees IT budgeting, asset tracking, and lifecycle management

CORE MUNICIPAL
STRENGTHS CONTINUED

- IT Project Management & Budget Oversight
- Virtualization (Hyper-V, VMware)
- Asset Management & Lifecycle Training

CITY EXPERIENCE HIGHLIGHTS

City of Wildomar

- Full IT operations support, Tyler Eden ERP, RingCentral, Verkada, cybersecurity program, .gov & SharePoint migrations

City of Eastvale:

- Accela administration, Civic Center IT project (City Hall, Library, Police), M365 & network management

City of Bell:

- CAD/RMS administration, 911 & radio system upgrades, virtualization and cloud systems

City of Paramount:

- Cybersecurity implementation, VMware upgrade, ERP and cloud systems support

City of La Palma:

- SCADA and CAD/RMS support, network administration, cloud and phone system migrations



CERTIFICATIONS

- A+ Certified Service Technician
- Advanced Cisco Router Configuration Training
- Certified Ethical Hacker – Security Training
- Cisco Certified Network Associate (CCNA)
- Microsoft Certified Professional+ Internet (MCP+I)
- Microsoft Certified System Engineer (MCSE)

CORE MUNICIPAL STRENGTHS

- Security Operations Center (SOC) Leadership
- Cybersecurity & Incident Response (EDR/MDR, Threat Detection)
- Municipal IT Infrastructure & Governance
- Network & Systems Architecture (On-Prem & Hybrid Cloud)
- Microsoft 365, Azure & Active Directory
- Backup, Disaster Recovery & Business Continuity
- Virtualization (VMware, Hyper-V)
- Accela Administration & Municipal Systems

OVERVIEW & PROFESSIONAL CREDENTIALS

Senior technology and cybersecurity leader with over 24 years of experience supporting municipal and public-sector organizations. Currently leads the Security Operations Center (SOC) at Infinity Technologies, overseeing incident response, threat monitoring, and cybersecurity strategy across multiple client environments.

Serves as a final escalation authority for critical incidents, security events, and infrastructure challenges. Specializes in securing and modernizing hybrid IT environments, with deep expertise in cloud platforms, enterprise networks, and business continuity planning. Known for combining executive-level guidance with hands-on technical leadership to ensure resilient, secure operations.

VALUE TO THE CITY OF SOUTH EL MONTE

Jerry will provide the City of South El Monte with senior-level cybersecurity and infrastructure leadership, ensuring systems are protected, monitored, and resilient against evolving threats.

As SOC lead, Jerry brings advanced experience in threat detection, incident response, and security oversight—strengthening the City's ability to prevent, identify, and respond to cyber risks. Enhancing overall system reliability and reducing exposure through proactive monitoring, secure architecture design, and strong governance practices.

Supporting City leadership with clear, actionable guidance on cybersecurity, compliance, and long-term technology strategy — Jerry will deliver both immediate protection and a forward-looking security posture.

MUNICIPAL PROJECT EXPERIENCE

Chief Network Engineer / SOC Lead | April 2022 - Present
Infinity Technologies – Roseville, CA

Paramount, Atherton, Half Moon Bay, StanCOG, and others.

- Leads the organization's Security Operations Center (SOC), overseeing threat monitoring, incident response, and security operations
- Serves as final escalation authority for cybersecurity incidents, service outages, and compliance-related events
- Designs and governs secure, high-availability infrastructure, including networks, firewalls, VPNs, and hybrid cloud environments
- Directs cybersecurity strategy, including endpoint protection (EDR/MDR), monitoring, and remediation
- Oversees backup, disaster recovery, and business continuity planning
- Advises City leadership on risk management, system performance, and infrastructure strategy
- Leads cloud and infrastructure modernization efforts, including migrations and system upgrades



CORE MUNICIPAL STRENGTHS

- Municipal IT Operations & Service Delivery Leadership
- Helpdesk Management & Senior Escalation Support
- Incident Response, Change Management, & Continuity Planning
- IT Governance, Policy Development, & Process Standardization
- Infrastructure Reliability & Systems Administration
- Customer Experience, SLA Performance, & Service Accountability
- Disaster Recovery & Business Continuity

OVERVIEW & PROFESSIONAL CREDENTIALS

Rob Guthertz is an IT operations leader with more than 15 years of experience managing service delivery, helpdesk operations, and internal IT platforms for public-sector and nonprofit clients. At Infinity Technologies, Rob leads Northern California service operations and serves as a senior escalation point for complex incidents, ensuring reliable support, consistent communication, and strong operational governance. He brings deep expertise in service management, infrastructure stability, and developing repeatable processes that reduce risk and improve municipal IT performance.

VALUE FOR THE CITY OF SOUTH EL MONTE

Rob will strengthen the City's day-to-day IT operations by ensuring service delivery is consistent, responsive, and well-managed. He brings structure to helpdesk operations, improving ticket resolution times, communication, and overall user experience.

His leadership in incident management and escalation ensures issues will be handled quickly and effectively, reducing downtime and operational disruption. By establishing clear processes, service standards, and accountability, Rob will help the City maintain reliable IT support while improving efficiency and long-term performance.

MUNICIPAL PROJECT EXPERIENCE

Help Desk Lead | Infinity Technologies

- Leads service delivery and escalation support for municipal and public-sector clients across California.
- Manages helpdesk operations, ticket workflows, and escalation response to ensure timely resolution and high service standards.
- Serves as a senior escalation resource for critical serviceimpacting incidents and complex technical issues.
- Oversees incident response coordination, change management, and continuity planning efforts.
- Develops and enforces operational policies, procedures, and documentation standards to improve reliability and reduce risk.
- Administers internal platforms and service tools supporting both Infinity operations and municipal client environments.

Senior Information Technology Manager | Digital Horizons IT Solutions

- Directed IT operations and escalation support across multi-client environments
- Administered Windows Server infrastructure, Active Directory, Hyper-V, DFS, and Azure services.
- Improved service visibility and response through ticketing, RMM platforms, and operational tooling.
- Supported identity management, cloud desktops, and infrastructure modernization initiatives.
- Supported identity management, cloud desktops, and infrastructure modernization initiatives.



CORE MUNICIPAL STRENGTHS

- Bilingual Support: English & Spanish
- End-User Support & Customer Service
- Microsoft 365, Active Directory & Exchange Administration
- User Onboarding/Offboarding & Permissions Management
- Mobile Device Management: AirWatch, MaaS360, Workspace ONE
- MFA, VoIP & Access Control Support
- Ticketing Systems: JitBit, Mojo
- Remote Support: LogMeIn, Splashtop, TeamViewer
- Imaging, Configuration & Deployment of IT Equipment
- Incident Documentation & Vendor Coordination

OVERVIEW & PROFESSIONAL CREDENTIALS

Cesar Martinez is a Systems Analyst with hands-on experience supporting municipal, corporate, and retail technology environments. He currently supports the City of Signal Hill, providing on-site technical assistance, user support, system administration, deployment coordination, and vendor communication.

Cesar is known for his calm, customer-first approach and ability to support both technical teams and non-technical users. His experience with Microsoft 365, Active Directory, MFA, MDM, VoIP, access control, and endpoint deployments makes him well suited to support small-city operations requiring responsive service and clear communication.

VALUE TO THE CITY OF SOUTH EL MONTE

Cesar will provide the City of South El Monte with practical, reliable front-line IT support aligned with the City's need for responsive help desk service, user account management, Microsoft 365 administration, and device support. His municipal experience and bilingual communication skills will help ensure staff receive clear, timely support for daily technology needs.

He also brings experience with MFA deployment, VoIP migration, access control migration, MDM, equipment imaging, and ticket documentation—directly supporting the City's focus on secure, well-documented, and properly managed IT operations.

MUNICIPAL PROJECT EXPERIENCE

Systems Analyst | May 2023 – Present

Infinity Technologies – Lake Forest, CA

Provides on-site and remote support for municipal operations, including the City of Signal Hill.

- Serves as an on-site first point of contact for staff support, troubleshooting, and operational technology needs.
- Manages Active Directory and Microsoft 365 for onboarding, offboarding, groups, permissions, and user access.
- Supports MFA, MDM, VoIP, access control, & endpoint management systems.
- Coordinates with staff and vendors on technology deployments including VoIP migration, access control migration, and MFA rollout.
- Provides basic network troubleshooting and wireless access point support.
- Documents incidents, service requests, resolutions, and follow-up items in ticketing systems.

PRIOR TECHNICAL EXPERIENCE

- **Help Desk Specialist | Brighton Collectibles:** Supported 200+ retail stores and 300+ corporate users, resolving hardware/software issues across Windows, macOS, iPads, and POS devices.
- **Technical Support Specialist | PlusTek Technology:** Provided customer troubleshooting, remote support, RMA processing, and software support for Windows and Mac users.



CORE MUNICIPAL STRENGTHS

- Systems Administration & Technical Escalation Support
- Microsoft 365, Azure AD & Active Directory Administration
- Windows, macOS & Linux Support
- VMware & Virtualized Environments
- Network Infrastructure Support & Troubleshooting
- Backup, Recovery & Data Protection Processes
- Vendor Coordination & Incident Management
- Technical Documentation, Network Diagrams & Knowledge Base Development
- Information Security & Access Management
- Change Management & Continuous Process Improvement
- Tools: Jira, Zendesk, Visio, SharePoint, Microsoft Office Suite
- Technical Training: Red Hat, CompTIA A+, CompTIA Network+, CCNA

OVERVIEW & PROFESSIONAL CREDENTIALS

Obum Ezekwem is a Systems Engineer with more than seven years of experience supporting public- and private-sector technology environments. He specializes in systems administration, Microsoft 365, Active Directory, network infrastructure, endpoint support, documentation, and cybersecurity-focused operations.

Obum brings a reliable, detail-oriented approach to technical support, serving as an escalation resource for complex issues and helping maintain stable, secure, and well-documented environments. His experience includes supporting municipal clients, configuring hardware and software, managing user access, coordinating with vendors, and maintaining technical documentation that improves continuity and service delivery.

VALUE TO THE CITY OF SOUTH EL MONTE

Obum will provide the City of South El Monte with experienced systems engineering support that strengthens day-to-day reliability, cybersecurity readiness, and operational continuity. His background in Microsoft 365, Active Directory, workstation support, network troubleshooting, backups, and documentation aligns directly with the City's need for responsive managed IT support in a small municipal environment.

He adds value by helping resolve escalated technical issues, maintaining secure user access, supporting system updates and configurations, coordinating with vendors, and documenting infrastructure details so City systems remain stable, recoverable, and easier to manage over time.

MUNICIPAL PROJECT EXPERIENCE

Systems Engineer | March 2025 – Present

Infinity Technologies – Lake Forest, CA

Client Support / Managed Services for City of Lakewood and City of Bell

Provides systems engineering, technical escalation, user support, and infrastructure assistance for municipal client environments.

- Serves as a senior escalation resource for technical issue triage, troubleshooting, and resolution.
- Supports Windows desktops, Microsoft 365 applications, user access, and endpoint environments.
- Manages Active Directory accounts, groups, permissions, group memberships, and password resets.
- Assists with system and data protection processes across multiple layers of the IT environment.
- Performs software and hardware installation, upgrades, configuration, and support.
- Coordinates with vendors for support, design input, incident management, and issue resolution.
- Develops and maintains technical documentation, including network diagrams, system records, and knowledge base content.
- Supports analysis, installation, and modification of operating systems and databases.

**THANK YOU
FOR YOUR TIME AND CONSIDERATION**



INFINITY TECHNOLOGIES

www.inftechnologies.com

EXHIBIT “B”

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

The Agreement is amended as provided herein. Deleted text is indicated in ~~striethrough~~ and added text in ***bold italics***.

EXHIBIT “C”

SCHEDULE OF COMPENSATION

June 11, 2026

City of South El Monte
City Clerk's Office
1415 Santa Anita Avenue
South El Monte, CA 91733
Attn: Adrian Garcia, MMC, City Clerk

**RE: FEE ESTIMATE PROPOSAL FOR COMPREHENSIVE MANAGED INFORMATION
TECHNOLOGY SERVICES**

Dear Mr. Garcia,

Infinity Technologies is pleased to submit this Fee Proposal for Comprehensive Managed Information Technology Services for the City of South El Monte (City).

This Fee Proposal has been developed in accordance with the City's Request for Proposals and Addendum No. 1. Our pricing approach is designed to provide predictable budgeting, clearly defined service responsibilities, transparent treatment of optional and out-of-scope work, and flexibility to support the City's evolving operational, cybersecurity, and technology needs.

The proposed pricing reflects our understanding of the City's current requirements and operating environment and is intended to provide a fair, transparent, and sustainable framework for service delivery. Infinity Technologies remains committed to working collaboratively with the City throughout the evaluation and contracting process to ensure the final agreement appropriately reflects the City's service requirements, priorities, and operational objectives.

We appreciate the opportunity to submit this proposal and look forward to the possibility of continuing our partnership in support of the City's technology, cybersecurity, and operational objectives.

Sincerely,



Mohammad Ahmed
President and CEO
Infinity Technologies
Telephone: (916) 273-4662
Email: mahmed@inftechnologies.com



FEE ESTIMATE PROPOSAL

1. PRICING METHODOLOGY

The proposed pricing is based upon the service requirements identified in the RFP, information provided in Addendum No. 1, the City's current technology environment, and the staffing, governance, cybersecurity, and support requirements described in our proposal.

The proposed pricing methodology reflects the City's current operating environment and anticipated support requirements while providing flexibility to accommodate future technology initiatives and operational changes.

The proposed monthly fee provides a predictable cost structure for recurring managed services and includes dedicated onsite support, service desk operations, infrastructure administration, cybersecurity support, strategic technology planning, reporting, and management oversight.

Consistent with Addendum No. 1, Microsoft 365 licensing, backup licensing, mobile device management services, infrastructure refresh initiatives, hardware purchases, software purchases, and other project-specific work are not included in the base monthly fee and are separately identified within this Fee Proposal.

2. SUMMARY OF PRICING COMPONENTS

Pricing Component	Pricing Approach
Managed IT Services	Fixed Monthly Fee
Dedicated Onsite Support (24 Hours/Week)	Included
Service Desk & Remote Support	Included
Remote Monitoring & Management (RMM) Platform	Included
Strategic Technology Planning	Included
Cybersecurity Administration & Advisory Services	Included
Security Monitoring & Alert Review	Included
Microsoft 365 Licensing	Excluded – City Maintained
Backup Licensing	Separately Itemized
Mobile Device Management Services	<i>Separate Proposal</i>
Infrastructure Refresh Projects	Separately Scoped
Additional Project Work	Hourly Rates or Project Pricing
After-Hours Services	Hourly Rates as Authorized

3. SERVICES INCLUDED IN THE MONTHLY FEE

The proposed monthly fee includes recurring managed services necessary to support the City's day-to-day technology operations.

- Dedicated onsite technical support (24 hours per week).
- Transition, onboarding, discovery, documentation development, knowledge transfer, and operational stabilization activities.
- Help desk, remote support, and Remote Monitoring and Management (RMM) services.
- Endpoint, workstation, Microsoft 365, and Entra administration.
- Network, firewall, wireless, and infrastructure administration and monitoring.
- Cybersecurity administration, security monitoring, alert review, vulnerability management, and advisory services.
- Vendor coordination, procurement support, and technology lifecycle planning.
- Disaster recovery and business continuity planning, recovery objective (RTO/RPO) recommendations, testing coordination, and recovery documentation support.
- Monthly reporting, governance meetings, budgeting support, and strategic technology advisory services.

4. SERVICES PRICED SEPARATELY

The following services are excluded from the base monthly fee and will be separately authorized by the City prior to performance. Where applicable, such services will be provided pursuant to a mutually agreed scope, schedule, and cost estimate.

Separately Authorized Services

- Microsoft 365 licensing.
- Backup and data protection licensing.
- Mobile device management services.
- Hardware, software, cloud subscriptions, and third-party licensing.
- Infrastructure refresh and technology replacement initiatives.
- Major technology implementation projects and large-scale device deployments.
- Digital forensic investigations and post-incident recovery services.
- Specialized consulting services beyond the contracted scope.
- Additional onsite staffing requested by the City.

5. MANAGED INFORMATION TECHNOLOGY SERVICES FEE

Description	Monthly Fee
Monthly Managed Services Fee	\$12,000
Annualized Equivalent (12 Months)	\$144,000

The monthly managed services fee includes all recurring services identified in Section 3, including dedicated onsite support, service desk operations, cybersecurity administration, strategic advisory services, transition activities, and Remote Monitoring and Management (RMM) platform services.

Pricing is based on the scope, staffing model, and assumptions identified in this Fee Proposal. Any future contract extensions, renewals, or modifications to the scope of services may be subject to mutually agreed adjustments.

6. OPTIONAL CYBERSECURITY & DATA PROTECTION SERVICES

The following optional services are available to support the City's cybersecurity, risk management, business continuity, regulatory compliance, and data protection objectives. These services provide additional layers of monitoring, threat detection, incident response, user awareness, and recovery capabilities and may be implemented individually or as part of a comprehensive cybersecurity program.

Optional Cybersecurity & Data Protection Service	Monthly Cost Basis
SentinelOne Endpoint Protection	\$6.25/device/month
BlackPoint Cyber MDR Endpoint Monitoring & Response	\$10.00/device/month
Wazuh MDR Infrastructure & Firewall Monitoring	\$10.00/infrastructure/month
Proofpoint Email Security Protection	\$6.00/user/month
KnowBe4 Security Awareness & Phishing Simulation Platform	\$2.00/user/month
Datto SaaS Protection for Microsoft 365 (Spanning Backup)	\$2.25/user/month

Service Description

Optional cybersecurity services may be implemented individually or combined to provide enhanced monitoring, threat detection, incident response support, compliance reporting, phishing prevention, security awareness training, and Microsoft 365 data protection.

- **Managed Detection and Response (MDR)** services supplement the security monitoring included in the base managed services program by providing 24x7 threat detection, managed incident response, threat hunting, security operations center (SOC) escalation, and advanced endpoint monitoring capabilities.
- **Email Security Services** provide advanced filtering, phishing protection, and email threat prevention capabilities.
- **Security Awareness Training** supports employee education, phishing simulation campaigns, and cybersecurity awareness initiatives.
- **Microsoft 365 Backup Services** provide cloud-based backup and recovery capabilities for Exchange Online, OneDrive, SharePoint, and other supported Microsoft 365 services.

Optional services may be added at the City's discretion and will be implemented only upon City authorization.

7. HOURLY RATE SCHEDULE

Services requested by the City that fall outside the contracted scope of services will be performed only upon City authorization and billed according to the following rate schedule. Rates include

labor, supervision, and standard administrative overhead associated with the performance of authorized services.

IT Hourly Rate Schedule

CLASSIFICATION	REMOTE RATE	ON-SITE RATE
Project Manager	170	190
Programmer/Developer	170	190
Senior Network Engineer	170	190
Network Engineer	155	175
Senior Business Analyst	160	180
Business Analyst II	145	165
Business Analyst I	125	140
Senior Systems Engineer	145	160
Systems Engineer	135	150
Senior Systems Analyst	130	145
Systems Analyst II	120	135
Systems Analyst I	110	125
Senior IT Technician	105	120
IT Technician II	95	110
IT Technician I	90	105

Billing Basis: Managed services fees will be invoiced monthly in arrears in accordance with the terms of the Professional Services Agreement.

8. PRICING ASSUMPTIONS

This Fee Proposal is based on the following assumptions:

- Dedicated onsite support will be provided 24 hours per week.
- Microsoft 365 licensing, backup licensing, and mobile device management services are excluded and separately priced as identified in this proposal.
- Infrastructure refresh initiatives, hardware purchases, software purchases, cloud subscriptions, telecommunications services, and third-party licensing costs are excluded unless specifically identified.
- Ongoing documentation maintenance, environment validation, knowledge transfer, and review of the City's existing IT Risk Assessment are included in the proposed monthly fee.
- Pricing assumes continued access to available documentation, vendor information, administrative credentials, and City-designated points of contact necessary to support service delivery.
- Services outside the contracted scope require prior City authorization.

9. FEE PROPOSAL SUMMARY

Infinity Technologies' Fee Proposal is structured to provide the City with predictable recurring costs, clear separation of base and optional services, defined hourly rates for authorized out-of-scope work, and transparent treatment of licensing, refresh projects, and third-party costs. This approach supports fiscal accountability while providing the City with the managed IT, cybersecurity, onsite support, and strategic advisory services requested in the RFP.

10. FEE PROPOSAL CERTIFICATION

Infinity Technologies certifies that the pricing contained herein is valid for the proposal period identified in the RFP and has been prepared in accordance with the requirements of the City's Request for Proposals and Addendum No. 1.

June 11, 2026

City of South El Monte
City Clerk's Office
1415 Santa Anita Avenue
South El Monte, CA 91733
Attn: Adrian Garcia, MMC, City Clerk

RE: FEE PROPOSAL FOR MOBILE DEVICE MANAGEMENT SERVICES

Dear Mr. Garcia:

Infinity Technologies is pleased to submit this Fee Proposal for Mobile Device Management (MDM) Services in accordance with the City of South El Monte's (City) Request for Proposals for Comprehensive Managed Information Technology Services.

This proposal is provided as a separate pricing component in accordance with the City's request and reflects our approach to delivering secure, centralized management of the City's mobile device environment. The proposed services are designed to strengthen device security, support compliance objectives, streamline administration, and enhance operational visibility across the City's mobile workforce.

Our pricing includes transition and onboarding activities, ongoing administration and monitoring, security policy management, compliance oversight, reporting, and user support. The proposed fee structure provides predictable budgeting while allowing the City flexibility to scale services as operational requirements evolve.

We appreciate the opportunity to submit this proposal and look forward to the possibility of continuing our partnership in support of the City's technology, cybersecurity, and operational objectives.

Sincerely,



Mohammad Ahmed
President and CEO
Infinity Technologies
Telephone: (916) 273-4662
Email: mahmed@inftechnologies.com

FEE PROPOSAL FOR MOBILE DEVICE MANAGEMENT SERVICES

1. PRICING METHODOLOGY

The proposed pricing is based on the City's current mobile device inventory, existing Microsoft cloud environment, and anticipated device management, security, compliance, and support requirements. Pricing includes onboarding, knowledge transfer, administration, monitoring, reporting, and ongoing support activities necessary to securely manage the City's mobile device environment.

The proposed monthly fee provides a predictable cost structure for recurring mobile device management services and includes administration of the City's existing Microsoft Intune environment, device lifecycle management, security policy enforcement, compliance monitoring, reporting, and user support.

2. SUMMARY OF PRICING COMPONENTS

Pricing Component	Pricing Approach
Mobile Device Management Services	Fixed Monthly Fee
Transition & Onboarding Activities	Included
Device Administration & Monitoring	Included
Security & Compliance Management	Included
Reporting & User Support	Included
Mobile Device Management Licensing	City Maintained
Additional Project Services	Separately Authorized
New Device Deployment & Configuration	Separately Authorized

3. SERVICES INCLUDED IN THE MONTHLY FEE

The proposed monthly fee includes recurring services necessary to transition, manage, secure, support, and report on the City's mobile device environment.

Service Category	Included Services
Transition & Administration	Knowledge transfer from incumbent provider, device inventory verification, documentation maintenance, device lifecycle management, user onboarding, and offboarding.
Device Management	Device enrollment and provisioning, Microsoft Intune administration, configuration management, mobile operating system updates, and patch management.
Security & Compliance	Security policy enforcement, MFA and Conditional Access administration, compliance monitoring, remote lock and wipe capabilities, and response to lost or compromised devices.
Application Management	Deployment, configuration, updating, and management of approved mobile applications.

Monitoring & Support	Device health monitoring, alert management, end-user troubleshooting, technical support, and coordination with wireless carriers and device vendors.
Reporting & Training	Monthly inventory and compliance reporting, management summaries, mobile security awareness guidance, and user training support.

4. SERVICES PRICED SEPARATELY

The following services are not included in the monthly MDM management fee and will be performed only upon City authorization.

Separately Authorized Service	Billing Basis
Additional Project Services Outside Scope	\$150/hour
New Device Deployment, Enrollment, & Configuration	\$65/device
Mobile Device Replacement/Mitigation	\$65/device

5. MOBILE DEVICE MANAGEMENT SERVICES FEE

Description	Amount
Monthly MDM Services Fee	\$936
Annualized Equivalent (12 Months)	\$11,232
One-Time Implementation Fee	\$0

Billing Basis: Mobile Device Management services will be invoiced monthly in accordance with the terms of the Professional Services Agreement.

Pricing is based on the assumptions identified in this Fee Proposal. Any future contract extensions, renewals, or modifications to the scope of services may be subject to mutually agreed adjustments.

6. PRICING ASSUMPTIONS

- Microsoft 365, Entra ID, and applicable device management platform licensing (e.g., Microsoft Intune, MaaS360, Jamf, or other City-approved MDM solutions) are provided by the City under its existing licensing agreements.
- Pricing includes administration, monitoring, security management, compliance enforcement, reporting, and support for the City's mobile device environment utilizing its existing Microsoft mobility platform.
- Cellular service plans, carrier charges, accessories, and mobile device purchases are excluded. Infinity Technologies will coordinate with wireless carriers and device vendors as required.
- Pricing is based on management of up to 117 mobile devices. Additional devices will be billed at the same monthly per-device rate.

- New device deployment, enrollment, and configuration services beyond routine device management may be provided under the optional per-device deployment rate identified herein.
- Transition, onboarding, discovery, documentation review, knowledge transfer, and implementation activities are included in the proposed monthly fee and will not result in additional charges to the City.
- Services outside the scope identified herein will be performed only upon prior City authorization.

7. FEE PROPOSAL SUMMARY

Infinity Technologies' MDM Fee Proposal is structured to provide the City with predictable recurring costs, centralized device administration, enhanced security controls, compliance oversight, and responsive support for the City's mobile device environment. The proposed pricing includes transition and onboarding activities, ongoing management services, and clearly defined pricing for authorized services outside the recurring scope. This approach supports operational efficiency, security, accountability, and long-term sustainability of the City's mobile technology program.

8. FEE PROPOSAL CERTIFICATION

Infinity Technologies certifies that the pricing contained herein is valid for the proposal period identified in the Request for Proposals and has been prepared in accordance with the requirements of the City's Request for Proposals and Addendum No. 1.

EXHIBIT “D”

SCHEDULE OF PERFORMANCE WITHIN RFP

ATTACHMENT C

REQUEST FOR PROPOSALS (RFP) TO PROVIDE A COMPREHENSIVE MANAGED INFORMATION TECHNOLOGY SERVICES FOR THE CITY OF SOUTH EL MONTE, CALIFORNIA

May 6, 2026



DELIVERY ADDRESS

City of South El Monte
City Clerk's Office
1415 Santa Anita Ave.
South El Monte, CA 91733
Attn: Adrian Garcia, MMC,
City Clerk

REQUIRED NUMBER OF PROPOSALS

Two (2) hard copies and one (1) electronic
copy (pdf) on a USB

CONTACT INFORMATION FOR INQUIRIES

contact via e-mail only, no telephone calls

Adrian Garcia, MMC
City Clerk
adriangarcia@soelmonte.org

PROPOSAL DUE DATE

Thursday, June 11, 2026, 4:00 p.m.

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Attachments:

Attachment A - Additional General IT Information Only

Attachment B - Affidavit of Non-Collusion

Attachment C - Sample Professional Services Agreement

**REQUEST FOR PROPOSALS (RFP)
TO PROVIDE A COMPREHENSIVE MANAGED INFORMATION
TECHNOLOGY SERVICES FOR THE CITY OF SOUTH EL
MONTE, CALIFORNIA**



To interested and qualified Consultants:

The City of South El Monte is soliciting Proposals from qualified firms **to Provide a Comprehensive Managed Information Technology Services.**

Requirements for this RFP are enclosed.

In order to be considered in the selection process, interested parties shall submit two (2) hard copies and one (1) electronic copy (pdf) on a USB of their Proposals no later than 4:00 p.m. on Thursday, June 11, 2026, to:

City of South El Monte
City Clerk's Office
1415 Santa Anita Ave.
South El Monte, CA 91733
Attn: Adrian Garcia, MMC, City Clerk

If you have any questions, please contact via email (no telephone calls):

Adrian Garcia, MMC
City Clerk
adriangarcia@soelmonte.org

Late proposals will not be accepted. Emailed proposals will not be accepted.

Sincerely,

Adrian Garcia, MMC
City Clerk
City of South El Monte

**REQUEST FOR PROPOSALS (RFP)
TO PROVIDE A COMPREHENSIVE MANAGED INFORMATION
TECHNOLOGY SERVICES FOR THE CITY OF SOUTH EL
MONTE, CALIFORNIA**

May 6, 2026

1. GENERAL INFORMATION

A. History and Community Profile

South El Monte, located approximately 18 miles east of downtown Los Angeles, lies in a geographic region known as the San Gabriel Valley. The City is bound on two sides by the San Gabriel Valley's two major drainage features: the Rio Hondo River to the west and the San Gabriel River to the east. Both rivers are contained within concrete-lined channels and flow into the Whittier Narrows immediately south of South El Monte. Whittier Narrows is a regional open space resource and flood control feature formed by significant erosion between the Puente and Merced Hills.

The area that is now South El Monte was originally part of two Spanish land grants given to early settlers. The lands were used for ranching and other agricultural pursuits through the 1930s. Leading up to and following World War II, however, the region experienced significant industrial growth, with an accompanying boom in the housing market. South El Monte, due to its location adjacent to rail lines and new freeways, successfully attracted a broad base of industry.

The growth of industry during this period, together with local desires to protect and utilize the increasing tax revenues, led local businesses and residents to petition for incorporation. The City of South El Monte incorporated on July 30, 1958, encompassing approximately one square mile, with approximately 3,900 residents.

Between 1958 and 1980, a series of annexations grew the City to 2.85 square miles and approximately 16,000 residents. Through this period, industry remained the major driver of the City's economy, with roughly 1,100 businesses. During the 1980s and 1990s, South El Monte experienced gradual growth resulting primarily from further annexation of peripheral lands. Starting with the early 2000s, the City's residential population has remained close to 20,000 until the present day.

In just six decades the City of South El Monte has matured into a viable commercial and industrial base with a good blend of older and younger residents working in the same dedication and community spirit that the city was founded upon, where both the residents and business community are working together to make the community a better place to live and work.

B. Governance and Oversight

The City of South El Monte consists of a five-member elected City Council (with elected Mayor) and an appointed City Manager. There are eight departments: City Manager, City Attorney (appointed by Council), City Clerk, Finance, Human Resources / Risk Management, Community Development/Public Works, Economic Development and Community Services. The Management Team consists of the following:

City Manager - Rene Salas

City Attorney - Susie Altamirano (employed by law firm of Olivarez Madruga Law Organization, LLP)

City Clerk - Adrian Garcia

Director of Finance - Masami Higa

Director of Human Resources/Risk Management - Iyob Tessema

Director of Community Development/Public Works – Gerardo Marquez

Director of Economic Development - David De Vries

Director of Community Services - Ariana De La Cruz

City Council appointed officers serve at the will of City Council, and other directors serves at the will of City Manager. Information Technology is overseen by the City Clerk.

C. Background

City currently contracts all I.T needs: Client help desk support, desktop support, system, network and security administration, software, hardware, network troubleshooting, and specific project development, implementation, and support. I.T currently overseen by the City Clerk with close coordination between all user departments.

The City no longer has any servers, with everything hosted on the cloud, with many of the City's major software licensed as a SaaS, with backup and security provided by the software vendor.

The City believes that an open competition for I.T. services provide the City with the best results for its public dollars. As such, the City is interested in receiving responsive and competitive proposals from experienced and qualified firms to provide a comprehensive managed information technology services which are easier to understand, predict, and oversee.

D. Current Information Technology Environment

The City is a contract city with no Fire, Police, Health, or Utilities services that the City owns. Below is a City-wide I.T. budget adopted for Fiscal Year 2025-26, subject to change, based on the results of this RFP and contract award and the city is currently working on Fiscal Year 2026-2027 budget.

**CITY OF SOUTH EL MONTE
ANNUAL BUDGET
FISCAL YEAR 2025-2026**

DIVISION:
INFORMATION TECHNOLOGY

ACCOUNT NO:
01-130-1330

BUDGET REQUEST JUSTIFICATION

<u>Acct #</u>	<u>Description:</u>	<u>Amount:</u>	
5215	Contract Services-Professional		
	IT Services (82 Users X \$165/month)	162,360	
	Cloud Backup Services (5 Terabytes X \$150/month)	0	
	The City no longer has any servers to be backed up		
	Additional Services:		
	Azure Annual Subscription for Accella LMS	0	
	Azure Resource Cleanup	0	
	Microsoft 365 Licensing Resell	56,832	
	Microsoft autopilot for automating laptop setups	0	
	Carahsoft - scanning services (Community Development)	46,307	
	ActiveNet Recreation Management Software (Community Services)	7,000	
	ECS - scanning services (City Clerk)	40,000	
	Accela upgrades	35,000	
			347,499
5406	Departmental Supplies		
	Estimated replacement of laptops	27,000	
	Estimated replacement for workstations	3,000	
			30,000
5715	Utility-Phone/Cell Phone		
	Estimated City-wide cell-phone cost (First Net/T-Mobile)		72,000
5931	Software Licenses		
	Adobe	3,600	
	Black Knight annual fee (property data and analytics) (Community Development)	1,800	
	Canva (flyer software annual license)	125	
	Carahsoft Technology Corp. (Accela) (Community Development)	43,550	
	CivicPlus - CivicClerk Agenda Management (City Clerk)	17,495	
	ClearGov budgeting software annual license	17,922	
	Constant Contact (email blast software annual license)	1,800	
	CoStar Licensing (Community Development)	6,400	
	Disability Access Consultants - annual license	2,000	
	DocuSign (City Clerk)	3,312	
	E-File FPPC Form 700 (City Clerk)	1,035	
	ESRI GIS Licensing Renewal (Community Development)	800	
	GoGov - GOEnforce Code Enforcement subscription	5,000	
	GoGov - GOREquest Citizens Management subscription	6,600	
	Laserfiche - Cloud Service (City Clerk archive)	0	
	Laserfiche - Departmental Repositories (City Clerk)	38,560	
	Link Tree (Community Services)	100	
	NeoGov Human Resources Software (HRIS) - For applicant tracking system, policy management, employee onboarding, electronic forms, and performance management, Analytics and Reporting	20,000	
	PageFreezer (Community Services)	2,500	
	Placer.ai (traffic analytics, demographics and visiting trends) (Community Dev.)	25,000	
	Readyly Platform - AI Customer Service and Support Software	9,000	
	Senior Registration Software License (Community Services)	1,500	
	Tyler Incode accounting software annual license	50,729	
	VeriBook Passport Appointing System (City Clerk)	810	
			259,638

5932	Subscriptions		
	Adobe Sign	1,000	
	Cable service (Charter)	600	
	Internet Service (9274) ATT Fiber Line	3,960	
	Telnyx Phone Service	<u>4,200</u>	
			9,760
5950	Equipment Leases		
	Quadient Leasing		
	Postage machine	3,845	
	Letter folding maching	1,755	
	Xerox		
	Copies (black/white and color)	13,500	
	Xerox - Printers and Copiers (6 total)		
	Public Safety (C8145H2)	3,392	
	City Hall Copy Room (XC9070)	6,048	
	City Hall CM (C8145)	2,690	
	Community Center (C8155)	4,736	
	Senior Center (C8155)	4,736	
	Public Works Yard (B615)	<u>366</u>	
			41,068
6015	Office Equipment		0
6020	Equipment		0
			<u><u>759,965</u></u>

2. **PURPOSE**

The purpose of the Request for Proposals for a **Comprehensive Managed Information Technology Services** is designed to strengthen the cost-effectiveness, quality, and productivity of the City of South El Monte, using current secure technology, planning for short-term and long-term I.T. goals, to provide excellent public service.

3. **RFP SCHEDULE**

Below is the RFP schedule. Below tentative schedule is subject to change by the City:

Request for Proposals Posted and Issued	Wednesday, May 6, 2026
Deadline for Receipt of Questions	Thursday, May 21, 2026, 4:00 p.m.
Addendum (if necessary) to Respond to Questions	Thursday, May 28, 2026
Deadline for Receipt of Proposals (RFP Due Date)	Thursday, June 11, 2026, 4:00 p.m.
Evaluation of proposals	June 2026
Final Selection	June 2026
Contract Awarded by City Council	July 2026
Contract Execution	July 2026
Transition/Onboarding	August 2026 – October 2026

4. SCOPE OF SERVICES

The following is a list of some of the services required but should not be seen as all inclusive.

- 1) Provide strategic planning and oversight of the City's IT program.
 - a. Identify trends in use of IT for municipal service delivery. Identify solutions to support City strategic goals and objectives.
 - i. Identify critical integration issues based on current projects and future initiatives.
 - ii. Recommend policies, procedures, and standards for implementation and use of IT.
 - iii. Provide input and review of Requests for Proposals (RFP) related to IT services. Assist with vendor negotiations on IT projects.
 - iv. Provide recommendations for additional services to provide enhanced IT services when needed.
 - v. Assist City with yearly budget recommendations, identifying hardware and software needs, and recommending equipment and software upgrades.
- 2) Provide experienced project managers to provide management of projects on an as-needed basis from vendor selection to implementation.
- 3) Provide desktop and network support to City Staff.
 - a. Desktop Administration and Support:
 - i. Install personal computers, laptops, printers, copiers, peripherals, configuring laptops and desktops for standard applications and network services, identifying and correcting end user hardware problems, and performing advanced troubleshooting.
 - ii. Document and track all help desk tickets whether received from ticket tracking system, phone input, email, or in person.
 - iii. Ensure that a list of software and hardware inventory, license, and warranty expirations is kept current.
 - iv. Provide ongoing hardware maintenance of the LAN(s) consisting of all computers, servers, printers, and other peripherals.
 - v. Provide system upgrades including but not limited to:
 1. Operating system upgrades
 2. Application upgrades
 3. Hardware upgrades
 4. Virus protection
 5. Spam filtering
 - vi. Coordinate resolution of software problems with software vendor.
 - vii. Provide support for the City's document imaging and scanning systems, GIS applications, and other applications as identified by the City.
 - viii. Ensure efficient daily operation of PCs and network.
 - ix. Maintain an up-to-date inventory of all City computer-related hardware and make available to City personnel upon request.
 - b. Network Administration
 - i. Provide regular review and evaluation of the City's network to ensure optimum operations and security.
 1. Network access including but not limited to:

- a. New user account creation.
 - b. Disabling or deleting obsolete user accounts.
 - c. Assigning security permissions.
 - d. Issuing VPN access.
 - e. Vendor account creation.
 - f. Multi-Factor authentication
 - ii. Provide Monitor and alert notifications to firm's IT staff on failure or potential failure of critical equipment; alert notifications to designated City personnel in the event of failure.
 - iii. Provide network security and maintain a virus detection programs on City servers, emails and all other computers and laptops. Ensure remote access is secured.
 - iv. Provide off-site file backup and disaster recovery.
 - v. Network printing.
 - vi. Email administration.
 - vii. Documentation.
 - viii. Server maintenance, if applicable.
 - ix. Firewall administration support.
 - x. Internet support.
 - xi. Network outages.
 - xii. System Backup: The IT network, including all files on the servers (if applicable), are backed up daily. Consultant shall ensure that backup processes are scheduled and performed successfully, and that backup media are accessible, and files can be successfully restored.
 - xiii. Perform an external penetration test for the network annually.
- 4) Provide quotes for procurement of IT related equipment.
 - 5) Provide installation and repair of all IT related equipment including configuration changes, and installation of patches and upgrades.
 - 6) Provide quality information services and technological deliverables, including project planning and execution.
 - 7) Develop mechanisms for improving the City of South El Monte utilization of its current technological resources.
 - 8) Improve the overall cost-effectiveness of City-wide operating expenses and capital outlays associated with technological services and future purchasing and technology needs.
 - 9) Take over and complete phased IT infrastructure refresh project across City-wide departments covering end of life hardware and software assets and to configure a network environment that is built on best practices.
 - 10) Provide monthly management level status reports to review work performed, network availability, help desk ticket summary, security issues and concerns. Attend weekly status meetings either in-person or remotely.
 - 11) Provide cybersecurity across all City locations. The City has deployed a robust, multilayered approach to security-focused technologies by mainly adopting Microsoft solutions across the board (Microsoft 365 and Azure AD). The City will require the selected vendor develop Cyber Security and various compliance plans in partnership with City Departments, which ultimately ensure training is distributed to end-users.
 - a. Monitoring & Management of the existing DNS Security and content filtering system.
 - b. Monitoring & Management of the existing Anti-malware System.

- c. Monitoring & Management of the existing Next-Gen Anti-virus and Security system.
- d. Monitoring & Management MFA across multiple platforms which utilize MFA.
- e. Training and regular simulated phishing exercises for all users in the following areas - Social Engineering Training, Phishing Training, General Cyber security training, Training of account team staff on fraudulent transactions.

12) Provide procedures and planning for Incident Response, Disaster Recovery & Business Continuity plans.

Staffing Requirements:

- One Information Technology Technician on-site – 24 hours per week on-site, three (3) times a week for four to eight (4 to 8) hours per visit and flexibility to respond to critical issues or requests. Responsible for overall system support ensuring efficient daily operation of PCs and network. The Site Lead serves as a technology advisor for the City and will work directly with staff liaison(s) to provide exceptional customer care.
- Availability of unscheduled support or after hours and emergency services. Provide a Service Level Agreement (SLA) target matrix with response times.

5. MOBILE DEVICE MANAGEMENT (MDM) & MOBILITY SERVICES

Vendor shall provide a separate cost estimate proposal for **Mobile Device Management (MDM)** services to securely manage, monitor, and support all City-issued and authorized mobile devices, including smartphones, tablets, and other portable computing devices used across departments such as Code Enforcement, Parking Enforcement, Public Works, and Administration. **(Please note** the City may or may not consider proposal for MDM services)

The following is a list of some of the services but should not be seen as all inclusive.

i. Device Enrollment & Provisioning

1. Configure and deploy mobile devices using automated enrollment methods (e.g., zero-touch deployment, Apple Business Manager, Android Enterprise).
2. Standardize device configurations, including email, Wi-Fi, VPN, and security policies.
3. Support onboarding and offboarding of devices and users.
4. Purchase of devices with city carriers.

ii. Device Security & Compliance

1. Enforce security policies including:
 - o Password/PIN requirements
 - o Device encryption
 - o Auto-lock and inactivity timeouts
2. Enable remote lock and remote wipe capabilities for lost, stolen, or compromised devices.
3. Monitor device compliance and generate alerts for non-compliant devices.

iii. Application (App) Management

1. Deploy, update, and manage mobile applications (public, private, and enterprise apps).
2. Implement app whitelisting/blacklisting policies.
3. Configure secure access to City systems (e.g., email, document systems, GIS applications).

iv. Asset & Inventory Management

1. Maintain a real-time inventory of all mobile devices, including:
 - o Device type, user assignment, and location
 - o Operating system versions
 - o Warranty and lifecycle status
2. Integrate mobile device inventory with existing IT asset management systems.

v. Monitoring, Reporting & Alerts

1. Provide centralized dashboards for device health, usage, and compliance.
2. Generate periodic reports including:
 - o Device inventory
 - o Security compliance status
 - o Application usage
3. Provide real-time alerting for:
 - o Security incidents
 - o Jailbroken/rooted devices
 - o Unauthorized access attempts

vi. Integration with Existing Systems

1. Integrate with the City's existing Microsoft ecosystem, including:
 - o Microsoft Intune
 - o Azure Active Directory (Entra ID)
 - o Microsoft 365 services
2. Support Multi-Factor Authentication (MFA) enforcement across mobile devices.
3. Ensure secure connectivity via VPN and conditional access policies.

vii. Support & Maintenance

1. Provide ongoing technical support for mobile devices, including troubleshooting and issue resolution.
2. Ensure timely updates and patch management for mobile operating systems.
3. Coordinate with wireless carriers and device vendors as needed.

viii. Policy Development & Training

1. Assist the City in developing and maintaining mobile device usage policies.
2. Provide staff training on:
 - o Secure use of mobile devices
 - o Phishing and mobile security threats
 - o Acceptable use policies

6. KEY PERSONNEL

It is imperative that the key personnel providing the I.T. services have the background, experience, and qualifications to complete the project. The City reserves the right to approve all key personnel individually for work on this contract. All key staff shall be named in the contract. After the contract is signed, the proposer may not replace key staff unless their employment is terminated or agreed upon by the City. The City must approve replacement staff before a substitute person is assigned to the Project. The City reserves the right to request that the proposer replace a staff person assigned to the contract should the City consider such a replacement to be for the good of the project.

7. CITY'S STANDARD PROFESSIONAL SERVICES AGREEMENT

The RFP includes a sample of City's Professional Services Agreement as Attachment B. Proposers shall review the Agreement and provide a statement that they will comply with all aspects of the Agreement or provide any comments that they would like the City to consider. The City Attorney will review any comment received and make a final decision if all or part or any of such comments may be considered.

8. INSURANCE COVERAGE LIMITS AND REQUIREMENTS

Consultant shall provide Insurance Coverage Limits and Requirements as indicated in sample of City's Professional Services Agreement as Attachment B.

9. CONSULTANT SELECTION METHODOLOGY

The proposals will be evaluated based upon several factors. These factors may include:

Evaluation Criteria	Max Points
Completeness of the Proposals and compliance with the required RFP format.	25
Project understanding, scope and approach to develop the project efficiently.	25
Local Municipal Experience and Qualifications of Key Staff.	25
Similar Project Experience	25
Total Points	100

As part of the evaluation, the City will also contact references listed in the proposal.

City Selection Panel will review the proposals received, and rank them based on the above criteria, and establish highest ranked consultant. The City may choose not to conduct oral interviews and negotiate a contract with the highest ranked consultant after the evaluation of written proposals.

At City's discretion, the City may also conduct oral interviews with the top 3 ranked consultants. If oral interviews are conducted, the City will inform the selected proposers and provide the evaluation criteria for oral interviews at that time. After evaluations, the City will select the consultant who has is ranked highest.

After ranking, cost negotiations will begin with the most qualified consultant and only their cost proposal will be opened. Should negotiations fail or result in a price that the local agency does not consider fair and reasonable, negotiations must be formally terminated, and the local agency must then undertake negotiations with the second most qualified consultant. If the negotiations with the second most qualified firm are not successful, negotiations must be formally terminated and the local agency must then undertake negotiations with the third most qualified consultant, and so on, until the price is determined to be fair and reasonable by the local agency.

10. CONTRACT AWARD

Any contract resulting from this RFP will be awarded to a firm whose Proposal meet the technical requirements of the RFP and is evaluated as the highest ranked proposal. Proposals will be ranked in accordance with the evaluation criteria stated in this RFP.

Negotiations regarding a fair and reasonable price will occur subsequent to consultant selection. Should the City be unable to obtain a fair and reasonable price through negotiations with the highest qualified proposer, the City shall enter into negotiations with the next highest qualified proposer and may award that contract if the parties are able to arrive at a fair and reasonable price. If that is unattainable, the City shall enter into negotiations with the next highest qualified proposer in sequence until an agreement is reached.

11. REQUIRED FORMAT FOR PROPOSAL SUBMITTAL

Please submit your Proposal in the format specified below:

Cover Letter: Emphasize strong points of the project team and the firm's experience. Include the name, address, telephone number, title, and signature of the firm's contact person for this proposal. The cover letter shall state that the submittal is valid for 120 days.

Table of Contents: Provide contents of proposal.

Section 1. Approach and Scope of Work: Provide your understanding of the project and describe your approach. Provide a detailed scope of work that your firm will utilize in providing requested services in efficient and cost-effective manner. In your approach, describe methods that you will use for quality control, budget/cost control, schedule control, and document control.

Section 2: Schedule of Services: Provide a project a detailed schedule. Show project tasks, durations, start and completion dates, time allocations for City review and other regulatory agency review and any outside agencies that may be involved in the review and approval process.

Section 3. Project Team, Key Personnel and Resumes: Provide an organization chart showing the names and responsibilities of key personnel and subconsultants. Provide resumes of all key personnel identified in the organization chart.

Section 4. Company Qualifications: Provide qualifications of prime consulting firm and sub-consultants.

Section 5. References: Provide five (5) Public Agency references for similar projects.

Section 6. City's Standard Professional Services Agreement (see Attachment B. Sample Professional Services Agreement): The referenced attachment is City's Standard Professional Services Agreement, which will be executed by the selected consultant. Proposers shall review the Agreement and provide a statement that they will comply with all aspects of the Agreement or provide any comments that they would like the City to consider. Please note that the City does not guarantee that any revisions to the contract will be accepted. The selected consultant shall be prepared to execute the contract as is, if the City does not accept any changes provided by the consultant.

Section 7. Addenda Acknowledgement: If any Addenda is issued by the City, the proposers shall include an acknowledgement of receiving such Addenda and their agreement with the terms and conditions stated in such Addenda. If no Addenda is issued, proposers shall state so in this section.

Section 8. Required Attachments:

Below attachments shall be signed and submitted with the proposal:

- Attachment A - Affidavit of Non-Collusion
- Attachment B - Sample Professional Services Agreement

The Fee Proposal shall be submitted in a separate envelope as indicated in the following section.

12. FEE ESTIMATE PROPOSAL SUBMITTAL

Fee Proposal shall be submitted in a separate sealed envelope. Include the proposed costs to provide the services desired and a separate sealed envelope MDM services proposal. Include any other cost price information that would be contained in a potential agreement with the City. In addition, include the cost for extra after-hours services or any other services that are considered optional additions, such as hourly rate schedule for services outside of the scope of work of the flat base contract.

13. QUESTIONS REGARDING THIS RFP

All questions regarding this RFP must be submitted via email:

Adrian Garcia, MMC

City Clerk

adriangarcia@soelmonte.org

Questions regarding this proposal shall be submitted via email to the above contact within the deadline identified on the RFP Schedule. In response to all questions received by this date, City will issue an Addendum on the date identified on the RFP Schedule prior to the proposal submittal due date. The addendum will be emailed to all RFP recipients on record.

14. PROPOSAL SUBMITTAL PROTOCOL

Interested and qualified firms shall submit their proposals as follows:

- **Envelope 1:** Proposal, 2 copies and 1 pdf file on thumb drive/USB.
Please indicate on the Proposal Cover:
**PROPOSAL
TO PROVIDE A COMPREHENSIVE MANAGED INFORMATION
TECHNOLOGY SERVICES**
- **Envelope 2:** Fee Proposal, 1 bound copy and 1 pdf file on thumb drive/USB.
Please indicate on the Proposal Cover:
**FEE PROPOSAL
TO PROVIDE A COMPREHENSIVE MANAGED INFORMATION
TECHNOLGY SERVICES**
- **Envelope 3:** Fee Proposal, 1 bound copy and 1 pdf file on thumb drive/USB.
Please indicate on the Proposal Cover:
MOBILE DEVICE MANAGEMENT (MDM) FEE PROPOSAL

Please note you may submit 1 thumb drive/USB with all 3 pdf files.

Proposal submittal due date is:

Thursday, June 11, 2026, 4:00 p.m.

Proposals shall be addressed to:

City of South El Monte
City Clerk's Office
1415 Santa Anita Ave.
South El Monte, CA 91733
Attn: Adrian Garcia, City Clerk

Late proposals will not be accepted.

Note: Use of the City seal is prohibited on any documents without City authorization. Consultants shall not include City seal in their proposals without authorization.

15. PRE-CONTRACTUAL EXPENSES IN RESPONDING TO THE RFP PREPARATION

The City shall not be liable for any pre-contractual expenses incurred by any proposer or by any selected consultant. Each proposer shall protect, defend, indemnify, and hold harmless the City from any and all liability, claims, or expenses whosoever incurred by, or on behalf of, the entity participating in the preparation of its response to this RFP. Pre-

contractual expenses are defined as expenses incurred by proposers and the selected consultant, if any, in:

- Preparing and submitting information in response to this RFP
- Negotiations with the City on any matter related to this procurement
- Costs associated with interviews, meetings, travel, or presentations
- All other expenses incurred by a proposer/consultant prior to the date of award

The City reserves the right to amend, withdraw and cancel this RFP. The City reserves the right to reject all responses to this request at any time prior to contract execution, or only award a partial contract for a limited scope of work. The City reserves the right to request or obtain additional information about any and all proposals.

END OF RFP

ATTACHMENTS TO FOLLOW

Attachment A	Additional General IT Information Only
Attachment B	Affidavit of Non-Collusion
Attachment C	Sample Professional Services Agreement

ATTACHMENT A

Additional General IT Information Only

General IT Environment & Strategy

- **Planned Initiatives**
 - Migration from .org to .gov domain (legally required)
 - Development of formal IT policies
 - Creation of Disaster Recovery Plan
 - **Environment Overview**
 - 95 fully licensed users
 - 81 email-only/frontline users
 - 99 endpoints
 - 30 printers/copiers
-

Staffing & Service Levels

- **Site Technician**
 - Dedicated individual preferred; rotation acceptable
 - Responsibilities:
 - Day-to-day IT support
 - Standards-based reviews
 - Infrastructure alignment checks
 - Documentation maintenance
- **Strategic Oversight**
 - Separate resource handles:
 - IT planning
 - Budgeting
 - Roadmaps
- **Support Expectations**
 - Security incidents: Immediate response
 - Helpdesk: ~30-minute response
 - Average volume: ~40 tickets/month
- **Coverage**
 - 24/7 support required (lower weekend demand)
 - City operates on 4-day workweek (Mon–Thurs)
- **On-Site Support**
 - 3 days a week 4-8 hours
 - Includes maintenance, reviews, and documentation
- **Internal IT Staff**
 - None (fully outsourced model)
- **Tools & Systems**
 - MSP provides:
 - Ticketing system
 - RMM tools
 - Backup management
 - Microsoft Defender in use for endpoint protection

- **Language Support**
 - Not required
 - **Licensing**
 - Microsoft 365 licenses required and managed by MSP
 - **Application Support**
 - MSP provides:
 - Application-level support
 - User onboarding/offboarding
 - Vendors handle core LOB application support
-

Project Management & Procurement

- No standardized project management tools
 - Procurement occurs:
 - As equipment fails or becomes obsolete
 - Recent upgrades:
 - Deployment of Meraki firewalls for improved connectivity
 - MSP Role:
 - Provide guidance on configurations and standards
 - Assist (not resell) in procurement via government contracts
-

Incumbent MSP & Asset Ownership

- MSP currently manages:
 - Domains & DNS
 - Microsoft 365 / Azure AD
 - Network/firewall configurations
 - Security platforms
 - Backup systems & encryption keys
 - SSL/TLS certificates
 - SaaS admin accounts
 - **Asset Management**
 - Managed by MSP (must continue)
 - **Credentials**
 - Documented by both City and MSP
 - **Access**
 - City has full access to contracts, licenses, agreements
 - **Transition Expectations**
 - MSP provides non-proprietary documentation
 - Parallel onboarding with incumbent (knowledge transfer required)
-

Cybersecurity & Compliance

- **Compliance Requirements**
 - PCI Compliance
 - **Security Environment**
 - Microsoft Defender (Endpoint + Office 365)
 - Entra ID (MFA, Conditional Access, Identity Protection)
 - 24/7 SOC monitoring
 - DNS/web filtering
 - **Security Operations**
 - MSP expected to:
 - Manage and **replace/improve** current tools
 - **Penetration Testing**
 - Annual, via third-party (coordinated by MSP)
 - **Cyber Insurance**
 - MSP supports annual audit/renewal
 - **Security Training**
 - MSP must provide:
 - Awareness training
 - Phishing simulations
 - Policy enforcement
 - **Policy Development**
 - MSP to assist with:
 - IT policies
 - Incident Response Plan
 - Disaster Recovery Plan
 - Business Continuity Plan
 - **Public Records Requests**
 - MSP must assist with IT-related requests
-

Systems & Applications

- **Core Platforms**
 - Microsoft 365 (Exchange, SharePoint, Teams)
 - Tyler ERP Pro 10 (formally Incode)
 - Laserfiche
 - NetFile
 - Readyly
 - Rhombus Cameras
 - **Architecture**
 - Fully cloud-based (no on-prem servers)
 - Azure AD joined devices
 - **Email Environment**
 - 176 mailboxes
 - 80 shared mailboxes
-

Device Inventory & Infrastructure

- **User & Device Counts**
 - 176 users
 - 99 endpoints
 - 117 mobile devices
 - 10 sites / 10 SSIDs
 - **Hardware Standards**
 - Microsoft Surface Pro devices
 - iPhones
 - Androids
 - **Network Infrastructure**
 - 14 Unifi switches
 - 6 Meraki firewalls
 - 17 Unifi access points
 - 30 printers/copiers
 - **Network Configuration**
 - 7 external IPs
 - /24 subnet structure
 - VLAN segmentation (voice, wireless, etc.)
 - **Storage**
 - ~1.7 TB (SharePoint)
 - **Lifecycle Policies**
 - Desktops: 4 years
 - Laptops: 3 years
 - **Legacy Systems**
 - None
-

Backup & Disaster Recovery

- No on-prem servers
 - Cloud-based environment
 - Microsoft 365 retention policies in place
 - No defined RTO/RPO currently
 - MSP responsible for:
 - Backup strategy
 - Disaster recovery planning
-

Network Administration & Security

- **Monitoring**
 - Managed by MSP
 - Alerts for:
 - Security incidents
 - Device outages
- **Connectivity**
 - 1GB fiber (City Hall hub)
 - Wireless bridges / Spectrum / T-Mobile for other sites
 - Mobile hotspot fallback (FirstNet/T-Mobile)
- **VPN**
 - None in use

- **Performance Issues**
 - None reported
-

Audio/Visual & Council Support

- A/V supported by third-party vendor
 - MSP role:
 - Basic troubleshooting
 - On-demand onsite support (not full ownership)
-

ATTACHMENT B

AFFIDAVIT OF NON-COLLUSION

I state that I am _____ (title) of _____ (name of firm) and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Offer.

I state that:

- (1) The price(s) and amount of this Offer have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer.
- (2) That neither the price(s) nor the amount of this Offer, and neither the approximate price(s) nor approximate amount of this Offer, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed before Solicitation opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit an Offer higher than this Offer, or to submit any intentionally high or noncompetitive Offer or other form of complementary Offer.
- (4) The Offer of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Offer.
- (5) _____ (name of firm), its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as described in the attached appendix.

I state that _____ (name of firm) understands and acknowledges that the above representations are material and important, and will be relied on by the City of South El Monte in awarding the contract(s) for which this Offer is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the City of South El Monte of the true facts relating to the submission of Offers for this contract.

(Authorized Signature)

(Name of Company/Position)

Sworn to and subscribed before me this _____ day of _____, 20__ .

Notary Public for California

My Commission Expires: _____

ATTACHMENT C

SAMPLE PROFESSIONAL SERVICES AGREEMENT

CONTRACT SERVICES AGREEMENT

By and Between

CITY OF SOUTH EL MONTE

and

**AGREEMENT FOR CONTRACT SERVICES
BETWEEN THE CITY OF SOUTH EL MONTE AND**

THIS AGREEMENT FOR CONTRACT SERVICES (herein “Agreement”) is made and entered into this ____ day of _____, 2025 by and between the CITY OF SOUTH EL MONTE, a California, a municipal corporation (“City”) and _____, (“Consultant”). City and Consultant may be referred to, individually or collectively, as “Party” or “Parties.”

RECITALS

City has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the services defined and described particularly in Article 1 of this Agreement.

Consultant, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

Pursuant to the City of South El Monte Municipal Code, City has authority to enter into and execute this Agreement.

The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by this reference, which may be referred to herein as the “services” or “work” hereunder. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase “highest

professional standards” shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant’s Proposal.

The Scope of Services shall include the Consultant’s scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 Licenses, Permits, Fees and Assessments.

Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant’s performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant’s risk until written instructions are received from the Contract Officer.

1.6 Care of Work.

The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City’s own negligence.

1.7 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.8 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum or \$25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Consultants. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.9 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed _____ Dollars (\$ _____) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.8.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the Agreement. The invoice shall contain all information specified in Exhibit "C", and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant's correct and undisputed invoice; however, Consultant acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by City for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding ____ years from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D"). [The City may, in its sole discretion, extend the Term for ____ additional one-year terms.]

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant ("Principals") are hereby designated as being the principals and representatives of Consultant authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

(Name)

(Title)

(Name)

(Title)

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Consultant without the express written approval of City. Additionally, Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be [_____] or such person as may be designated by the City Manager. It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Consultant.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Consultant's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Consultant shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant. Consultant represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Consultant as employees and that Consultant issues or will issue a W-2 to such personnel.

In the event that Consultant or any employee, agent, subcontractor, or independent contractor of Consultant providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Consultant shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Consultant or any of Consultant's personnel used to provide the Services under this Agreement are other than independent contractors of the City.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Consultant's indemnification of City, and prior to commencement of any services under this Agreement, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$2,000,000 per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted.

(b) Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(c) Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers’ compensation insurance. Consultant shall maintain Workers’ Compensation Insurance (Statutory Limits) and Employer’s Liability Insurance (with limits of at least \$1,000,000).

(e) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit “B”.

5.2 General Insurance Requirements.

(a) Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers’ compensation. Insurance certificates and endorsements must be approved by City’s Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

(b) Duration of coverage. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, its agents, representatives, employees or subconsultants.

(c) Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute

with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(e) Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

(f) Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(g) Enforcement of contract provisions (non-estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(h) Requirements not limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be

additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

(l) Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass through clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

(n) Agency's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(o) Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(p) Timely notice of claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of

Consultant, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Consultant is legally liable (“indemnitors”), or arising from Consultant’s or indemnitors’ reckless or willful misconduct, or arising from Consultant’s or indemnitors’ negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

Consultant will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys’ fees incurred in connection therewith;

Consultant will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant hereunder; and Consultant agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys’ fees.

Consultant shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City’s sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City’s negligence, except that design professionals’ indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination or expiration of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the “books and records”), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times

during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the books and records may be given to City, and access shall be provided by Consultant's successor in interest. Notwithstanding the above, the Consultant shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Consultant hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Moreover, Consultant with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or

work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered “voluntary” provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney’s fees, caused by or incurred as a result of Consultant’s conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes: Default.

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices

during the period of default. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Consultant's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Liquidated Damages.

Since the determination of actual damages for any delay in performance of this Agreement would be extremely difficult or impractical to determine in the event of a breach of this Agreement, the Contractor and its sureties shall be liable for and shall pay to the City the sum of \$ (_____ Dollars) as liquidated damages for each working day of delay in the performance of any service required hereunder, as specified in the Schedule of Performance (Exhibit "D"). The City may withhold from any monies payable on account of services performed by the Contractor any accrued liquidated damages. Pursuant to Government Code Section 4215, Contractor shall not be assessed liquidated damages for delay in completion of the project when such delay was caused by the failure of the public agency or owner of the utility to provide for removal or relocation of utility facilities.

7.8 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.9 Termination for Default of Consultant.

If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.10 Attorneys' Fees.

If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of South El Monte, 1415 Santa Anita Avenue, South El Monte, California 91733 and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or

decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of “financial interest” shall be consistent with State law and shall not include interests found to be “remote” or “noninterests” pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant’s Authorized Initials _____

9.7 Corporate Authority.

The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

CITY OF SOUTH EL MONTE, a municipal corporation

Rene Salas, City Manager

ATTEST:

Adrian Garcia, MMC, City Clerk

APPROVED AS TO FORM:

OLIVAREZ MADRUGA LAW ORGANIZATION, LLP

Susie Altamirano, City Attorney

CONSULTANT:

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

Address: _____

If applicable, two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer.

EXHIBIT "A"

SCOPE OF SERVICES

III. Consultant will perform the following Services:

A.

B.

C.

IV. As part of the Services, Consultant will prepare and deliver the following tangible work products to the City:

A.

B.

C.

V. In addition to the requirements of Section 6.2, during performance of the Services, Consultant will keep the City appraised of the status of performance by delivering the following status reports:

A.

B.

C.

VI. All work product is subject to review and acceptance by the City, and must be revised by the Consultant without additional charge to the City until found satisfactory and accepted by City.

VII. Consultant will utilize the following personnel to accomplish the Services:

A.

B.

C.

EXHIBIT “B”

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

The Agreement is amended as provided herein. Deleted text is indicated in ~~striethrough~~ and added text in ***bold italics***.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following tasks at the following rates:

		RATE	TIME	SUB-BUDGET
A.	_____	_____	_____	_____
B.	_____	_____	_____	_____
C.	_____	_____	_____	_____
D.	_____	_____	_____	_____

II. A retention of ten percent (10%) shall be held from each payment as a contract retention to be paid as part of the final payment upon satisfactory completion of services.

III. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.8.

IV. The City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:

- A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
- B. Line items for all materials and equipment properly charged to the Services.
- C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
- D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

V. The total compensation for the Services shall not exceed the Contract Sum as provided in Section 2.1 of this Agreement.

VI. The Consultant's billing rates for all personnel are attached as Exhibit C-1.

EXHIBIT “D”

SCHEDULE OF PERFORMANCE

- I. Consultant shall perform all services timely in accordance with the following schedule:**

		<u>Days to Perform</u>	<u>Deadline Date</u>
A.	Task A	_____	_____
B.	Task B	_____	_____
C.	Task C	_____	_____

- II. Consultant shall deliver the following tangible work products to the City by the following dates.**

- A.
- B.
- C.

- III. The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.**



Successor Agency Agenda Report

Agenda Item No. 8.a.

DATE: September 15, 2026

TO: Honorable Chairperson and Members of the Board

APPROVED BY: Rene Salas, Executive Director

SUBMITTED BY: Adrian Garcia, MMC, City Clerk

SUBJECT: CONSIDERATION AND APPROVAL OF THE SUCCESSOR AGENCY MEETING MINUTES FOR JULY 21, 2026

SUMMARY: Staff is requesting approval of the minutes of the July 21, 2026, Successor Agency Meeting.

RECOMMENDED ACTION: Staff is requesting approval of the minutes of the July 21, 2026, Successor Agency Meeting.

FISCAL/FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENT(S):

A. DRAFT 7-21-26 Reg CC & SA Minutes

CITY OF SOUTH EL MONTE
REGULAR CITY COUNCIL AND SUCCESSOR AGENCY MEETING MINUTES
Tuesday, July 21, 2026 - 6:00 PM
1415 Santa Anita Avenue, South El Monte, California 91733

Mayor Olmos called the meeting to order at 6:00 P.M.

1. ROLL CALL

PRESENT: Councilmember/Board Acosta, Delgado, Rodriguez, Mayor Pro
Member(s): Tem/Vice Chair Bojorquez, and
Mayor/Chair Olmos

ABSENT: Councilmember/Board None
Member(s):

STAFF PRESENT: Rene Salas, City Manager; Susie A. Altamirano, City Attorney;
Adrian Garcia, City Clerk; Gerardo Marquez, Director of Community Development
and Public Works; Iyob Tessema, Director and Sabrina Muhne, Deputy City Clerk.

Zoom was provided for the public to participate during Public Comment via
teleconference.

2. PLEDGE OF ALLEGIANCE – Mayor Pro Tem Rudy Bojorquez led the Pledge of
Allegiance.

3. INVOCATION – Mayor Gloria Olmos offered the invocation.

4. PRESENTATIONS

4.a. Deputy Cortes presented the Sheriff's Department Report for the month of
June 2026.

4.b. Code Enforcement Supervisor Rodriguez presented the Code Enforcement
and Parking Enforcement Report for the month of June 2026.

**5. APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF
ORDINANCES**

Motion by Councilmember Acosta, seconded by Councilmember Delgado, to
approve the agenda. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem
Bojorquez, and Mayor Olmos

NAYS: Councilmember(s): None

ABSENT: Councilmember(s): None

6. PUBLIC COMMENT

Mayor Olmos read Public Comments received via email in opposition to the Lexington-Gallatin project.

1. Carlos Armendariz
2. Lizeth Sanchez
3. Sabrina Garza
4. Tiffany Rice, Ph.D.
5. Chrystal Garza
6. Pedro Piña
7. Jonathan Montalvo
8. Emily Lares
9. Naty Pina

Mayor Olmos opened Public Comment.

1. Amanda Contreras, Library Manager, South El Monte Library, shared that the summer reading program is about to end, shared upcoming library programs, and that Baby Storytime will be ending but other baby programs such as Baby Dance will begin as well as an upcoming adult paint night.
2. Jazmine Cuevas, District Representative, State Senator Susan Rubio's Office, introduced herself and announced that she will be working with the council soon.
3. Vera Valdiviez, resident, expressed concerns and possible corruption regarding the Lexington-Gallatin project, and opposed the proposed warehouse in the City.
4. Cristian Cazares, resident, expressed safety concerns for his family and neighbors, and with not being heard by the City for ongoing issues in his neighborhood with no follow-up, and requested assistance.
5. Ami Smith, resident, shared data on the City, expressed concerns on the Lexington-Gallatin project, and opposed the proposed warehouse providing alternative options to create a legacy and to spend money within the City instead of having to leave the City for services, shopping, or entertainment.
6. Jeff Morris, retired South El Monte High School teacher and Legislative Advocate of the South El Monte Parent Teacher Association, expressed concerns on the Lexington-Gallatin project, opposed the proposed warehouse due to its proximity to the high school and the residential neighborhood, expressed concerns on the 2222 Rosemead warehouse due to potential vacancy or traffic backup issues, and expressed concerns on increased costs or taxes to maintain the Lexington-Gallatin park if approved.

PUBLIC COMMENT (CONTINUED)

7. Robert Yrigoyen, resident, supported Ami Smith's comments, spoke on previous conversations with a councilmember on cannabis votes, expressed concerns on the Lexington-Gallatin project, expressed concerns on Consent Calendar Item 7.b., requesting for the Warrants to be openly discussed for transparency instead of routinely approved.
8. Maria Vega expressed support for the Lexington-Gallatin project to have more large parks in the community, and understands the traffic and pollution concerns would be reduced through a one-truck per hour alternative.
9. Valeria Cisneros expressed support for the Lexington-Gallatin project to create an affordable park space for the community, and understands the traffic and pollution concerns would be reduced through a one-truck per hour alternative.
10. Amanda Cisneros expressed support for the Lexington-Gallatin project to establish the park for children to engage in sports and activities, and to create jobs for young adults.
11. Silvia Andrade expressed support for the Lexington-Gallatin project to provide soccer fields as opportunities for youth to stay off the streets and to stay off drugs.
12. Aracely Ferrer expressed support for the Lexington-Gallatin project as a foster mom who frequently visits parks and feels unsafe at other City parks, or experiences uncleanliness in the park bathrooms, and expressed support for an athletic field to visit.
13. Carmen Calconas, resident, expressed support for the Lexington-Gallatin project, expressed concerns on misinformation that is being circulated, shared tax money that warehouses will bring in, and shared her review of the environmental reports.
14. Richard Burns, resident and representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project due to the jobs it creates for union construction projects and for local hire, and to create an opportunity for residents to live and work in the City.
15. Coby Joe Perez, representative, Western States Regional Council of Carpenters, expressed support for the Lexington-Gallatin project as a career opportunity for local hire and young adults.
16. Isa Peralta, former resident, expressed concerns on the Lexington-Gallatin project, to improve the current parks, opposed warehouse jobs, and expressed concerns on project supporters not living in the City.

PUBLIC COMMENT (CONTINUED)

17. Patricia Saucedo, resident, opposed the Lexington-Gallatin project, believing there is a lack of transparency, the developers plan to abandon the property and leaving the City liable, and expressed concerns on the April 28, 2026, Planning Commission conversations with the developer.
18. Carmen Almanzor, spoke on issues in the economy, the need for investors, and supported the Lexington-Gallatin project.

At 7:36 p.m., Councilmember Rodriguez left the chambers.

At 7:40 p.m., Councilmember Rodriguez returned to the chambers.

19. Gregory Martinez, former resident, opposed the Lexington-Gallatin project due to the lasting environmental impact on the community, expressed concerns on environmental hazards, undermining public trust with incomplete, misleading, or inconsistent information, preying on vulnerable communities, and requested the Council to reject the project in its current form until the public has received complete and honest information.
20. Carmen Piña, resident, expressed concerns on the Lexington-Gallatin project due to the CEQA and AQMD findings, allowing developers to spread misinformation and manipulate vulnerable communities, and opposed the project due to environmental responsibility and to protect the public.
21. Teresa Vega, resident of El Monte, expressed support of the Lexington-Gallatin project to create jobs and invest taxpayer money into more parks to improve the lives of residents in both Cities.
22. Emily Ruiz expressed support for the Lexington-Gallatin project to bring jobs and parks, and understands there are mitigation efforts to handle the pollution concerns.
23. Maria Gomez expressed support for the Lexington-Gallatin project to bring an open park space for her grandkids.

At 8:52 p.m., Councilmember Delgado left the chambers.

At 8:53 p.m., Councilmember Delgado returned to the chambers.

At 8:53 p.m., Councilmember Rodriguez left the chambers.

At 8:56 p.m., Councilmember Rodriguez returned to the chambers.

24. Fidel Acosta, resident, expressed concerns that the Spanish speakers in support of the project were coerced by the developers, expressed concerns on the Lexington-Gallatin project, and that the park or a sports complex could be built without the warehouse.

PUBLIC COMMENT (CONTINUED)

25. Kimberly Valencia, resident, spoke on Councilmembers' Agenda Item 13.a. requesting the release of records, spoke on transparency, Code Enforcement activity, and the legacy of the Lexington-Gallatin project.
26. Ida, resident, opposed the Lexington-Gallatin project, expressing concerns on warehouses and senior citizens being targeted by developers.
27. Horvelinda Chacon expressed support of the Lexington-Gallatin project, to create jobs for people who really need them.
28. Greg Villegas, resident, expressed concerns on the Lexington-Gallatin project changing zoning rules for the developer, expressed concerns on the environmental impact and for residents with respiratory issues living by the freeway and also a warehouse, and requested Council to stand with the community to say no to the project.
29. Sarah Villegas shared the community's fight against the Lexington-Gallatin project, and opposed the project.
30. Susan Gutierrez, resident, shared that the City parks are clean and safe, spoke on jobs, and shared a quote on deception by omission.
31. Balam Corzantes, resident, shared the passion behind opposing the warehouse project and expressed concerns on potentially standing with the developers over the neighbors, and opposed the Lexington-Gallatin project.
32. Frank Villegas, resident, expressed concerns on the warehouse proposed for the Lexington-Gallatin project, shared other building options, and spoke on SB 936 concerning the nitrous oxide issues in the City.
33. Eric, resident, expressed concerns on the zoning issues, flooding issues, and environmental reports on the Lexington-Gallatin project, opposed the project beyond a warehouse due to causing health issues, and expressed a transparency concern in the information distributed among the Spanish speakers versus the English speakers.
34. Pedro Piña, resident, opposed the Lexington-Gallatin project, expressed concerns on the misinformation spread in the community, and the potential alternatives for the City.
35. Peter Gonzalez, resident, expressed concern for the community issues, environmental issues, misplacing pollution blame, and supported the Lexington-Gallatin project.
36. Eduardo Saucedo spoke on alternative options for the Lexington-Gallatin project, spoke on transparency in candidate's campaign finances, cleaning up the freeway ramps before the Olympics, the Kruze building as a boxing gym, and residents who lost money to Rustic & Chic.

PUBLIC COMMENT (CONTINUED)

37. Ramona Lopez expressed support for the Lexington-Gallatin project.
38. Jonathan Aceves, resident, recognized Council's voicing an openness to the Lexington-Gallatin project with no decisions being made yet, spoke on the MOU, the property's zoning and original intended use, misconceptions on greenhouse gases, air quality, and pollution, and omissions from the developer's website regarding the City's reimbursement of permits.

There being no further public comments, Mayor Olmos closed Public Comment.

At 9:03 p.m., Mayor Olmos called for a recess.

At 9:10 p.m., Mayor Olmos reconvened the City Council Meeting with a quorum.

7. CONSENT CALENDAR – CITY COUNCIL

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to approve the Consent Calendar for the City Council Meeting. Motion passed 4-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Mayor Pro Tem Bojorquez,
and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): Rodriguez

- 7.a. Approved the Minutes for the June 2, 2026, and June 16, 2026, Regular City Council Meetings.
- 7.b. Adopted Resolution No. 26-054, authorizing payment of City expenditures for the period of July 1, 2026, through July 15, 2026, totaling \$1,569,262.32.
- 7.c. Approved going dark on Tuesday, August 4, 2026, and Tuesday, August 18, 2026.
- 7.d. Adopted Resolution No. 26-055, recommending the nomination of four identified census tracts for Opportunity Zone 2.0 designation by the State of California.
- 7.e. Adopted Resolution No. 26-056, approving and adopting the City-wide Publicly Available Pay Schedule for Fiscal Year 2026-2027 for all full-time and part-time employee positions in accordance with applicable CalPERS requirements, and authorized staff to provide CalPERS with detailed information about all City job classifications and make the adopted resolution containing pay schedules publicly available on the City's website.

8. CONSENT CALENDAR – SUCCESSOR AGENCY

Motion by Board Member Acosta, seconded by Board Member Delgado, to approve the Consent Calendar for the Successor Agency Meeting. Motion passed 4-0, by the following vote:

AYES: Board Member(s): Acosta, Delgado, Vice Chair Bojorquez, and Chair Olmos
NAYS: Board Member(s): None
ABSENT: Board Member(s): Rodriguez

8.a. Approved the Minutes for the June 16, 2026, Successor Agency Meeting.

At 9:15 p.m., Councilmember Rodriguez returned to the chambers.

9. PUBLIC HEARINGS

9.a. CONTINUED FROM THE JULY 7, 2026, REGULAR CITY COUNCIL MEETING: CONSIDERATION TO WAIVE FULL READING AND INTRODUCE ORDINANCE NO. 1292 AFFIRMING THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE ZONE TEXT AMENDMENT (NO. 26-02) TO AMEND SOUTH EL MONTE MUNICIPAL CODE SECTION 17.03.230 TO IMPOSE A 1,000-FOOT BUFFER DISTANCE FROM ALL SENSITIVE USES, OTHER MASSAGE BUSINESSES, AND JURISDICTIONAL BOUNDARIES

Mayor Olmos announced the item, and Gerardo Marquez, Director of Community Development and Public Works, and Chelsea Ballot, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Mayor Olmos opened the Public Hearing.

There being no public comments, Mayor Olmos closed the Public Hearing.

Motion by Councilmember Delgado, seconded by Councilmember Acosta, to determine that Ordinance No. 1292 is categorically exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), and waive full reading and introduce Ordinance No. 1292 by title only to amend South El Monte Municipal Code Section 17.03.230 to establish a 1,000-foot buffer distance from all sensitive uses, other massage establishments in the City, and the City's jurisdictional boundaries. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

10. GENERAL BUSINESS

10.a. APPOINTMENT OF SOUTH EL MONTE COMMUNITY FOUNDATION BOARD OF DIRECTORS

Discussion topics included potential conflict of interest with applicants also being Planning Commissioners, advertising locations of the vacancy notices, clarification on term limits for the board versus term limits for commissioners, and clarification on the board being a separate entity from the City.

Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to continue the item to get a larger applicant pool. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

10.b. CONSIDERATION AND APPROVAL OF A RESOLUTION (I) CALLING AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, TO SUBMIT TO SOUTH EL MONTE VOTERS A MEASURE TO ENACT CITY COUNCIL TERM LIMITS; (II) REQUESTING CONSOLIDATION OF SUCH ELECTION WITH THE COUNTY-ADMINISTERED GENERAL ELECTION TO BE HELD ON THE SAME DAY; (III) REQUESTING THE COUNTY BOARD OF SUPERVISORS TO AUTHORIZE THE REGISTRAR-RECORDER/COUNTY CLERK FOR THE COUNTY OF LOS ANGELES TO PERFORM ELECTION SERVICES; AND (IV) SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS AND REBUTTALS REGARDING THE CITY MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS

Mayor Olmos announced the item, and Dulce Rodas, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Discussion topics included consensus on favoring term option three (partial terms not counting as a term) for the ballot and on supporting author option one to be prepared by Mayor Pro Tem Bojorquez and Mayor Olmos, supported by all Council without needing to call a special meeting for approval.

The ballot measure would read, "Shall the terms served by the City Council in South El Monte be limited to no more than four-year terms in their lifetime and where service for their unexpired balance of a vacated City Council, whether by appointment or election, will not count as service for a full four-year term, even if such service is for less than four years in duration," and adding a section to Chapter 2.04.025, "any persons who either by appointment or election services a partial term as a member of the South El Monte shall be deemed to not have served a full four-year term."

GENERAL BUSINESS (CONTINUED)

Item 10.b.

Motion by Councilmember Acosta, seconded by Councilmember Delgado, to adopt Resolution 26-057, (I) calling and giving notice of a General Municipal Election to be held on November 3, 2026 to submit to the City of South El Monte voters a measure to enact Term limits; (II) requesting consolidation of such election with the County-administered General Municipal Election to be held on the same day; (III) requesting the County Board of Supervisors to authorize the Registrar-Recorder/County Clerk for the County of Los Angeles to perform election services; and (IV) setting priorities for filing written arguments and rebuttals regarding the City measure and directing the City Attorney to prepare an impartial analysis; to support the option that partial terms will not count as a full four-year term, to approve the first reading of the related ordinance subject to voter approval, and to approve Mayor Pro Tem Bojorquez and Mayor Olmos to author the ballot argument. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

At 10:00 p.m., Mayor and City Council approved extending the meeting past 10:00 p.m.

10.c. CONSIDERATION AND APPROVAL OF A RESOLUTION (I) CALLING AND GIVING NOTICE OF THE SUBMISSION TO SOUTH EL MONTE VOTERS OF A BALLOT MEASURE TO REVERT THE ELECTIVE OFFICE OF MAYOR TO AN APPOINTIVE POSITION SELECTED BY THE CITY COUNCIL FROM AMONG ITS MEMBERS; (II) ACKNOWLEDGING CITY COUNCIL APPROVAL OF AN ORDINANCE EFFECTUATING THE FOREGOING AMENDMENTS; (III) ORDERING THAT THE BALLOT MEASURE BE SUBMITTED AS PART OF THE CITY'S NOVEMBER 3, 2026 GENERAL MUNICIPAL ELECTION; (IV) REQUESTING THAT THE LOS ANGELES COUNTY BOARD OF SUPERVISORS INCLUDE THE BALLOT MEASURE AS PART OF CITY'S PRIOR ELECTION CONSOLIDATION REQUEST; (V) REQUESTING THAT THE REGISTRAR-RECORDER/COUNTY CLERK PROVIDE SPECIFIC ELECTION ADMINISTRATION SERVICES, INCLUSIVE OF THE BALLOT MEASURE; AND (VI) SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS AND REBUTTALS REGARDING THE BALLOT MEASURE AND DIRECTING PREPARATION OF AN IMPARTIAL ANALYSIS

Mayor Olmos announced the item, and Manny Cruz, Associate, Olivarez Madruga Law Organization LLP, provided a presentation.

Discussion topics included clarification on which option is for opposition due to believing that residents have the right to choose their mayor, simple majority vote, following election code law, clarification if option one allows two authors in support and two authors against, and Mayor Olmos going on the record of being against the item due to the mayor role statistically not being equal in responsibilities.

GENERAL BUSINESS (CONTINUED)

Item 10.c.

Motion by Councilmember Delgado, seconded by X, to adopt Resolution No. 26-058, (I) Calling and giving notice of a General Municipal Election to be held on November 3, 2026 to submit to the City of South El Monte voters a measure to revert the elective office of Mayor to an appointive position selected by the City Council from among its members; (II) Acknowledging City Council approval of an Ordinance effectuating the foregoing amendments; (III) Ordering that the ballot measure be submitted as part of the City's November 3, 2026 General Municipal Election; (IV) Requesting the Los Angeles County Board of Supervisors include the ballot measure as part of the City's prior election consolidation request; (V) Requesting that the Registrar-Recorder/County Clerk provide specific election administration services, inclusive of the ballot measure; and (VI) Setting priorities for filing written arguments and rebuttals regarding the ballot measure and directing preparation of an impartial analysis; to support the option that City Council can prepare the arguments, and to approve the first reading of the related ordinance subject to voter approval.

Substitute Motion by Councilmember Acosta, seconded by Mayor Olmos, to not approve.

Substitute Motion by Councilmember Delgado, seconded by Mayor Pro Tem Bojorquez, to adopt the Resolution calling for the measure, to approve the first reading of the ordinance, with option one that City Council can prepare arguments in support or against the ballot measure. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

Motion by Councilmember Delgado, seconded by Councilmember Rodriguez, to author the argument in support of reverting the elective office of mayor to an appointive position. Motion passed 3-2, by the following vote:

AYES: Councilmember(s): Delgado, Rodriguez, and Mayor Pro Tem Bojorquez
NAYS: Councilmember(s): Acosta, and Mayor Olmos
ABSENT: Councilmember(s): None

Motion by Councilmember Acosta, seconded by Mayor Olmos to author the argument against reverting the elective office of mayor to an appointive position. Motion passed 5-0, by the following vote:

AYES: Councilmember(s): Acosta, Delgado, Rodriguez, Mayor Pro Tem Bojorquez, and Mayor Olmos
NAYS: Councilmember(s): None
ABSENT: Councilmember(s): None

11. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

Councilmember Acosta reported he attended the following: a Community Bike Ride, the Summer Night Market, and the National Association of Latino Elected and Appointed Officials (NALEO) Annual Conference.

Mayor Pro Tem Bojorquez reported he attended the following: the Independent Cities Association (ICA) Summer Seminar, the SGV Forward Transit Ad Hoc Subcommittee, and the Southeast Area Animal Control Authority (SEACCA) Commission Meeting.

Councilmember Delgado reported he attended the following: the Independent Cities Association (ICA) Summer Seminar, and the Summer Night Market.

Councilmember Rodriguez announced he had nothing to report.

Mayor Olmos reported she attended the following: a Community Bike Ride, the Summer Night Market, the San Gabriel Valley Council of Governments (SGVCOG) Transportation Committee Meeting, the SGVCOG 2028 Olympic & Paralympic Games Ad Hoc Committee, the SGV Forward Transit Ad Hoc Subcommittee, a Senior Center Luncheon, and the International Soccer Watch Parties.

12. CORRESPONDENCE – None

13. COUNCILMEMBERS' AGENDA

13.a. COUNCILMEMBER MANUEL ACOSTA

1. Discussion and possible action regarding the City's response to the Walk for Justice Public Records Act request, including whether the six identified and withheld records should be released to promote transparency and strengthen public trust during a time of heightened concern over federal immigration enforcement.

Councilmember Acosta summarized his item and directed questions to the City Attorney on council being able to vote to release the records.

Discussion topics included being subject to SB 54 (the California Values Act) which prohibits the use of State and Local resources for immigration enforcement including use to investigate, interrogate, detain or detect for immigration purposes, the public records request being subject to qualifying exemptions under the California Public Records Act, a simple majority can approve waiving privilege in Closed Session, clarification that the item qualifies as a Closed Session Item under Potential Litigation, councilmembers releasing the records individually instead of as a whole being a violation, and what action would be disclosed during a Closed Session readout.

This item was received and filed.

14. CLOSED SESSION

At 10:38 p.m., Mayor and City Council recessed into Closed Session.

14.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Name of case: GLORIA OLMOS, an individual, Plaintiff v. CITY OF SOUTH EL MONTE

14.b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: APN 8119-005-911

Agency negotiator: Rene Salas, City Manager

Negotiating parties: U.S. Army Corps of Engineers

Under negotiation: Price and terms of payment as it relates to interests in real property

14.c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: APN 8113-009-800, 8113-022-800, 8113-022-801, and 8113-022-802

Agency negotiator: Rene Salas, City Manager

Negotiating parties: Southern California Edison

Under negotiation: Price and terms of payment as it relates to interests in real property

14.d. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to

Government Code Section 54956.8

Property: 9617 Alpaca Street, South El Monte, California 91733

Agency negotiator: Rene Salas, City Manager

Negotiating parties: Alpaca Park LLC

Under negotiation: Price and terms of payment as it relates to interests in real property

14.e. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to California Government Code Sections 54956.9(d)(2) and 54956.9(e)(1): one matter

14.f. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to California Government Code Sections 54956.9(d)(2) and 54969(e)(1): one matter

At 11:50 p.m., Mayor Olmos reconvened the meeting with all councilmembers present.

Susie A. Altamirano, City Attorney, announced City Council discussed Items 14.a., no update, City Council discussed Items 14.b. through 14.f., reports were provided, feedback was given, no reportable action.

15. ADJOURNMENT

There being no further business coming before this body, at 11:51 p.m., Mayor Olmos adjourned the City Council and Successor Agency Meeting in honor of Thomas “Tom” Reyes, a longtime resident, and Brian Chung, to a Regular City Council Meeting on Tuesday, September 1, 2026, at 6:00 p.m.

Minutes prepared by Sabrina A. Muhne, Deputy City Clerk.

Adrian Garcia, MMC, City Clerk

Gloria Olmos, Mayor



City Council Agenda Report

Agenda Item No. 12.a.

DATE: September 15, 2026

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rene Salas, City Manager

SUBMITTED BY: Ariana De La Cruz, Director of Community Services

SUBJECT: LETTER FROM FAITH DOMINION CHURCH REQUESTING A FACILITY FEE WAIVER AND CONSIDERATION TO WAIVE ALL THE FEES ASSOCIATED WITH THE RESERVATION FOR THE USE OF THE COMMUNITY CENTER AMPHITHEATER

SUMMARY: Faith Dominion Church is requesting a facility fee waiver for the use of the South El Monte Community Center Amphitheater to host Sunday services for members of the community on Sunday, September 20, 2026 and Sunday, September 27, 2026. In addition, Faith Dominion Church is requesting to waive all the fees associated with the reservation.

RECOMMENDED ACTION: Staff recommends City Council consider and discuss:

1. The facility fee waiver request for the use of the Community Center Amphitheater in the amount of \$350.00; and
2. The request to waive the remaining fees associated with the reservation in the amount of \$912.00.

FISCAL/FINANCIAL IMPACT: Should the request be approved in accordance with the Facility Reservation Regulations and Fee Schedule, the City will grant a fee waiver of \$350.00 for the facility reservation. Faith Dominion Church will remain responsible for all standard operational expenses, including staff time, cleaning fees, and the refundable damage deposit.

Alternatively, if the City Council elects to grant a full waiver encompassing all associated costs—including staff time (\$112.00), cleaning fees (\$300.00), and refundable damage deposits (\$500.00)—an additional \$912.00 will be waived, bringing the total waived amount to \$1,262.00.

An itemization of the fees is provided below.

Fee Description	Units	Cost
Community Center Amphitheater Rental Fee	\$50/ hour x 7 hours	\$350.00
Staff Fee	\$16/ hour x 1 staff x 7 hours	\$112.00
Cleaning Fee	Standard Rate	\$300.00
Damage Deposit	Refundbale	\$500.00
Total:		\$1262.00

DISCUSSION: Faith Dominion Church is requesting a facility waiver and consideration to waive all the fees associated with the reservation for the use of the Community Center Amphitheater on Sunday, September 20, 2026 and Sunday September 27, 2026, from 9:00 a.m. to 12:30 p.m. in the amount of \$1,262.00.

ATTACHMENT(S):

- A. Fee Waiver Request Letter
- B. Reservation Application

ATTACHMENT A



Faith Dominion Church

1431 Central Ave S. El Monte, Ca. 91733

Tel 626-600-2940

EIN #47-4278149

Dear Honorable Mayor and City Council,

We are delighted to have served this city for the past decade, providing essential services to residents and neighboring communities. It is our privilege to promote spiritual growth, character development, and community engagement. We are thrilled to celebrate 11 years of ministry in the City of South El Monte.

We are requesting the use of the South El Monte Community Center Amphitheater to have our weekly Church services for the spiritual well-being, educational enlightenment of the Holy Scriptures, for the citizens of this community and surrounding cities. In addition, we are requesting a full fee waiver for use of the facility extension starting on Sunday 9-13-2026 from 9:00AM to 12:30PM thru Sunday 9-27-2026 from 9:00AM to 12:30PM. We are needing this space for this time due to the Valle Lindo School District CRC planned upgrades and summer school programs. We respectfully request your support by providing the South El Monte Community Center Amphitheater for our church services and we are also requesting a full fee waiver.

We sincerely thank you for considering our request.

Pastor's Ben and Patricia Garrett
Faith Dominion Church

"Remember to dominate this world system by FAITH in the word of God!"



City of South El Monte Recreation Services Department
1530 Central Avenue, South El Monte, CA 91733
Phone: (626) 579-2043
www.cityofsouthelmonte.org

**APPLICANT INFORMATION**

Name: <u>Benjamin Garrett</u>	Organization/Business: <u>Faith Dominion Church</u>
Address: <u>[REDACTED]</u>	City: <u>South El Monte</u> Zip Code: <u>91733</u>
Home Phone: _____	Work Phone: _____
Cell Phone: <u>[REDACTED]</u>	Email: <u>[REDACTED]</u>

**RECREATION SERVICES FACILITY & PARK
RENTAL APPLICATION AND AGREEMENT**

APPLICANT MUST BE PRESENT AT ALL TIMES DURING THE EVENT
ALL EVENING PERMITS CONCLUDE AT 12:00 MIDNIGHT

RESERVATION INFORMATION**FACILITY REQUESTED:**

1. COMMUNITY CENTER	2. SENIOR CENTER	3. AQUATICS CENTER	4. PARKS
☐ Kitchen	☐ Dining Room	☐ Main Pool	☐ Mary Van Dyke
☐ Gymnasium	☐ Arts and Craft Room	☐ Wading Pool	☐ Community Room
☒ Amphitheater	☐ Multi Room	☐ Locker Rooms	☐ Gazebo
☐ Dance Room	☐ Game Room		☐ Shively or New Temple
☐ Parking Lot			☐ Baseball Field(s)
			☐ Open Field
			☐ Softball Field(s)
			☐ Picnic Area
Date of Event: <u>9-13-26 + 9-27-26</u>	Day(s): <u>Sundays</u>	Estimated Attendance: <u>50</u>	
Purpose of Event/Function: <u>Church Service</u>			
Reservation Time: <u>9:00am</u>	to <u>12:30pm</u>	Set up Time: _____	to _____
Kitchen Hours: _____	to _____	Clean up Time: _____	to _____
Will the event be open to the public?	☒		
Will there be entertainment?	☒	If yes, what type? _____	
Will food be served?	☒	If yes, name of caterer? _____	
Will alcohol be served?	☒		
Portable Stage needed?	☒		

Applicant shall indemnify, defend, and hold harmless the City of South El Monte, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Applicant's authorized activities under the terms of this application and/or use or occupancy of the Facility and adjoining property, unless solely caused by the gross negligence or willful misconduct of the City of South El Monte, its officers, employees, or agents. Applicant agrees to abide and enforce the Rules, Regulations and Policies governing the facility set forth by the City of South El Monte. Said organization/business will accept all responsibility for any damage to premises, furniture, equipment or grounds resulting from use of facility.

I am an authorized agent of the organization/business submitting this application. The information provided in this application is true and correct. I have read and understand this application and agree to all of the facility rules, regulations, and conditions of use.

Signature of Applicant: [Signature] Date: 9-9-26

OFFICE USE ONLY

☐ APPROVED ☐ DENIED Recreation Services Designee _____ Date: _____

City of South El Monte Recreation Services Department

APPLICANT NAME: _____ **DATE OF USE:** _____

FACILITY: _____

FACILITY FEE WORK SHEET

The following fee schedule applies to general use of the facility. The City of South El Monte, other governmental entities, and South El Monte-recognized Community Service/Non-Profit Organizations may be granted priority use and may be exempt from fees.

****IMPORTANT INFORMATION****

NO CONFETTI OF ANY SORT IS PERMITTED - SET-UP IS ON YOUR OWN

NOTE: FLOORS ARE COVERED WITH CARPET

Building Fee	\$ <u>50</u> x <u>7</u> Hours	\$ <u>350⁰⁰</u>
Staff Fee	\$ <u>16</u> x <u>1</u> # Staff x <u>7</u> Hours	\$ <u>112⁰⁰</u>
Security Guard Fee	\$ _____ x _____ # Guard (s) x _____ Hours	\$ <u>NA</u>
Kitchen Fee		\$ <u>NA</u>
Clean Up Fee		\$ <u>300⁰⁰</u>
Damage Deposit		\$ <u>500⁰⁰</u>
Insurance Premium Certificate	<u>Agency will provide</u>	\$ <u>NA</u>
Liquor Premiums		\$ <u>NA</u>
Inflatable Bouncer		\$ <u>NA</u>
ABC Permit		\$ <u>NA</u>
TOTAL:		\$ <u>1,262</u>

of Round Tables: _____ #
of Rectangle Tables: _____ #
of Chairs _____

Table and Chair Ratio
6 inch Round Table = 8 chairs
6x6 Rectangle Table = 8 chairs

BALANCE DUE DATE: _____

Deposit(s): Date: _____	Receipt # _____	Payment \$ _____	Balance \$ _____
Deposit(s): Date: _____	Receipt # _____	Payment \$ _____	Balance \$ _____
Deposit(s): Date: _____	Receipt # _____	Payment \$ _____	Balance \$ _____
Deposit(s): Date: _____	Receipt # _____	Payment \$ _____	Balance \$ _____
Deposit(s): Date: _____	Receipt # _____	Payment \$ _____	Balance \$ _____

Security Deposit Refund:

Invoice #: _____

Full refund: Yes _____ No _____

Account#: _____

Reservation Info:

If No, reason:

Amount refunded: \$ _____ Warrant Request Made on: _____

Last update 7/11/18

CITY BUILDINGS POLICY AND PROCEDURES

City of South El Monte ("City") Facilities may be used for recreation, social, educational, or governmental functions. The City reserves the right to cancel any reservation at a moment's notice if the facility is needed by the City. However, reasonable effort will be made to relocate/reschedule the event. The City reserves the right of full access to all activities at any time during their occurrence to see that all rules, regulations, and City, State, and Federal Laws are not violated.

Facility use does not suggest City endorsement or sponsorship of any event. Applicant's publicity of event shall clearly and accurately identify the name of the sponsoring organization or individual.

If any provision of this agreement is held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

APPLICATION PROCESS:

1. Applicant must be at least 21 years of age. Proof of residency for City residents is required at time of application.
2. **A facility is not considered rented until (1) applicant delivers to the City the facility Rental Application and Agreement, rental fee, deposit(s), and any other items deemed necessary by the City; and (2) the City's Recreation Department Supervisor or his/her designee in his/her sole discretion, approves such rental in writing.**
3. The approval process takes a maximum of 14 working days. DO NOT advertise your event or print invitations prior to receiving written approval.
4. Reservations will not be accepted more than one year or less than 30 days in advance of date requested.
5. Time requested must include decorating, event and clean-up time.
6. Clean-up, Damage and Security deposits are due at time of application. Full fees must be paid 30 days prior to the event to avoid termination of application. Payments can be made by cash, check, money order, or credit card. Checks must be made payable to the "City of South El Monte".

INSURANCE REQUIREMENTS

Without limiting Applicant's indemnification of the City, and prior to commencement of the facility use, the applicant shall obtain, provide and maintain at its own expense during the term of facility use, a policy of insurance of the type and amount described below and in a form that is satisfactory to the City. If insurance coverage is cancelled or materially changed, the applicant must notify the city immediately.

General liability insurance. Applicant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability. **The City of South El Monte, its officers, officials, agents, and employees shall be included as additional insureds on the policy.**

Primary/non-contributing. Coverage provided by the Applicant shall be primary and any insurance or self-insurance procured or maintained by City of South El Monte shall not be required to contribute with it.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this application shall be endorsed to waive subrogation against the City of South El Monte, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow the applicant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Applicant hereby waives its own right of recovery against the City of South El Monte.

Requirements not limiting. Requirements of specific coverage features, or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Applicant maintains higher limits than the minimums shown above, the City of South El Monte requires and shall be entitled to coverage for the higher limits maintained by the Applicant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of South El Monte.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

3. If Applicant violates any part of this agreement or reports false information to the City, the City may refuse applicant further use of the facility; and applicant shall forfeit a portion of or all of the rental fees and/or deposit.

CANCELLATION POLICY:

1. Reservations must be cancelled at least five days prior to event in order to receive full deposit refund
2. All other cancellations subject to a \$25 administration fee.
3. Failure to comply with the reservation regulations, policies, procedures, or any information listed on the reservation application can result in a cancellation of reservation and loss of Damage Deposit.

CANCELLATION, RULES AND REGULATION POLICY

I, the undersigned applicant, have read, understood, received a copy of, and agree to abide by and enforce the cancellation, rules, regulations, and policies governing this facility as set forth by the City of South El Monte. I understand that by signing this document, I accept all responsibility for any damages to premises, furniture, equipment or grounds resulting from use of the facility. I further agree that any violation of the Facility Rules and Regulations can result in immediate cancellation of the reservation and forfeiture of all fees and deposits.

Applicant's Signature:  Date: 9-9-26