CITY OF SOUTH EL MONTE

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

FEBRUARY 25, 2020, 6:00 PM

COUNCIL CHAMBERS
1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733

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

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

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 48 hours prior to the meeting. Any public writings distributed by the City of South El Monte to a least a majority of the City Council regarding any item on this regular meeting agenda will be made available at the Receptionist Counter at City Hall located at above address during normal business hours.

1. **ROLL CALL** Councilmembers: Acosta, Angel, Delgado, Retamoza, (Mayor) Olmos

2. **PLEDGE OF ALLEGIANCE** Councilmember Richard Angel

3. **INVOCATION** Pastor Benjamin Garrett, Faith Dominion Church

4. **APPROVAL OF THE AGENDA**

   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.

5. **PRESENTATIONS**

   5.a. <u>RECOGNITION OF CITY COUNCIL BY ACTIVE SGV</u>

   ActiveSGV to recognize City Council for the successful 626 Golden Streets - Streets and Treats October 26 Open Streets Event.

   5.b. <u>PRESENTATION BY LIFE STEPS FOUNDATION, PROGRAM SUPERVISOR CINDY YU-SHU CHENG</u>

   Presentation by Life Steps Foundation Promoting an Earth Day 5K Run/Walk Saturday, April 18, 2020 at Whittier Narrows Recreation Area in Support of Children and Adults with Developmental Disabilities.

6. **PUBLIC COMMENT**

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

7. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

7.a. MINUTES

Staff seeks City Council approval of the Minutes of the Adjourned Regular and Regular meetings of February 11, 2020.

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

Minutes

7.b. WARRANTS

Authorizing payment of City expenditures for the period of February 12, 2020 through February 25, 2020 totaling $448,226.08.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-11, authorizing payment of City expenditures.

Resolution No. 20-11

7.c. CITY MANAGER'S WEEKLY INFORMATIONAL ITEMS

Report on staff activities beginning the week of February 3, 2020 and ending the week of February 13, 2020.

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

Weekly Informational Items

7.d. APPROVE LOCATIONS FOR INSTALLING E-BIKE STATIONS ON CITY PROPERTY

City Staff has been working with the San Gabriel Valley Coalition of Governments (SGVCOG) and Gotcha Media Holdings, LLC, to identify locations around the City to station E-Bikes. We have identified 6 station sites, two of which are on school property at New Temple Park and Shively Park.

RECOMMENDED ACTION: Staff recommends that the City Council approve the E-Bike Stations located on City property.
E-Bike South El Monte Site Plans

7.e. **ADOPT RESOLUTION NO. 20-13, APPROVING A CITY-WIDE SALARY SCHEDULE IN COMPLIANCE WITH THE CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS) REQUIREMENTS**

The City of South El Monte contracts with the CalPERS to provide retirement benefits for its employees. In order to comply with applicable sections of the California Government Code (Government Code), California Code of Regulations (CCR) and the City's contract with CalPERS, as it relates to earnable compensation for purposes of calculating employees retirement benefits, staff is recommending the adoption of a City-wide Salary Schedule. This resolution would not make any changes to salaries for City employees. Instead, it would make available in a single document City salaries already approved by the City Council.

RECOMMENDED ACTION: Staff recommends the City Council adopt Resolution No. 20-13, approving a city-wide salary schedule in compliance with CalPERS requirements.
Attachment A - Resolution No. 20-13
Attachment B - City-wide Salary Schedule

7.f. **ADOPT RESOLUTION 20-12, APPROVING BUILDING INSPECTION FEES FOR THE MAYANS PROJECT TO REFLECT THE RATES IN PLACE PRIOR TO OCTOBER 2017 AND TO WAIVE THE DEVELOPMENT FEE AND UTILIZE AN HOURLY RATE ON BOTH ON SITE AND OFF SITE ENGINEERING INSPECTION FEES**

The Mayans Project is a mix-used 77-unit development currently being constructed at 1124 and 1204 Santa Anita Avenue. City Council approved the developer, Mayans Development's, request for a waiver and reduction for certain fees being charged during the construction phase of the Mayans Project. The request included the following: (1) a waiver of the 1% Valuation Development Fee which is $150,000; (2) a reduction in Building Inspection Fees to reflect the rates in the pre-October 2017 fee schedule; and (3) utilization of an hourly rate on both On-Site and Off-Site Engineering Inspection Fees.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution 20-12, approving Building Fees for the Mayans Project to reflect the rates in place prior to October 2017 and to waive the Development Fee, and utilize an hourly rate on both On-Site and

Off-Site Engineering Inspection Fees.
Attachment A- Resolution 20-12
Attachment B - Mayans Project Fees

7.g. **ADOPT RESOLUTION NO. 20-14, APPROVAL OF THE EMPLOYMENT AGREEMENT FOR FINANCE DIRECTOR**

Adoption of Resolution No. 20-14, consenting to the appointment of Karen Aceves as Finance Director and approving an employment agreement between the City of South El Monte and Karen Aceves.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-14, approving an employment agreement with Karen Aceves and consenting to her appointment as Finance Director.
Attachment A - Resolution 20-14
Attachment B - Finance Director Employment Agreement

7.h. **ADOPT RESOLUTION NO. 20-16, APPROVING THE CONTRACT EXTENSION WITH ADVANCED MICROCOMPUTING CONCEPTS (AMC) FOR CLOUD BACKUP SERVICES FOR AN ADDITIONAL THREE YEARS IN AN AMOUNT NOT-TO-EXCEED $27,000 FOR A TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF $45,000, AND APPROVING AN APPROPRIATIONS REQUEST FOR FISCAL YEAR (FY) 2019/20 IN THE AMOUNT OF $2,250**

On June 14, 2017, the City issued a Request for Proposal (RFP) for cloud backup services and received three proposals by the July 16, 2017 deadline. On March 27, 2018, the City Council awarded a contract to AMC for cloud backup services (Services) for a term of two years in an amount not-to-exceed $18,000. Staff now seeks to extend the contract with AMC for three additional years, and increase the Contract Sum accordingly.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-16, approving the contract extension with AMC for cloud backup services for an additional three years in an amount not-to-exceed $27,000 for a total not-to-exceed contract amount of $45,000, and to approve an appropriations request for FY 2019/20 in the amount of $2,250.
Attachment A - Resolution No. 20-16
Attachment B - Amendment No.1
Attachment C - Agreement for Cloud Back Up Services

7.i. **ADOPT RESOLUTION NO. 20-17, APPROVING AMENDMENT NO. 1 TO THE AGREEMENT WITH ADVANCED MICROCOMPUTING**

CONCEPTS (AMC) FOR THE PURCHASE AND INSTALLATION OF MICROSOFT SOFTWARE LICENSES, UPGRADE TO A PLAN WITH ADDED SOFTWARE CAPABILITIES WITH NO INCREASE IN COST, AND TO ADD AN ELEVATED SECURITY PLAN EQUATING TO $13,248 IN ANNUAL SERVICE COSTS, INCREASING COMPENSATION TERMS FROM $90,000 TO $105,456 TO ACCOUNT FOR THE ADDED SECURITY PLAN

The City's I.T. services provider, AMC, is consistently assessing the City's needs, gauging its usage of respective service products, including Microsoft licenses, and identifying optimal cyber security service plans to better withstand potential cyber security threats. In such, AMC has identified an alternate Microsoft Enterprise Software Plan and an enhanced cyber security service plan that better suits the needs of the City.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-17, approving Amendment No. 1 to the Agreement with AMC for the purchase and installation of Microsoft Software Licenses, to upgrade to a plan with added software capabilities and with no increase in cost, and to add an elevated security plan equating to $13,248 in annual service costs, increasing compensation terms from $90,000 to $105,456 to account for the added security plan.

Resolution No. 20-17

7.j. ADOPT RESOLUTION NO. 20-18, APPROVING AMENDMENT NO. 7 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES

On July 1, 2016, a four-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the “County”) and the City of South El Monte (the “City”) was entered into to assist with the funding for the City’s Elderly Nutrition Program Services (the “Agreement”). This Amendment will increase the allocated baseline funding from $185,191 to $229,361 resulting in an increase of $44,170 for Fiscal Year (FY) 2019-20 only.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-18, approving Amendment No. 7 to the Agreement and authorize the City Manager to execute Amendment No. 7.

Attachment A - Resolution 20-18

Attachment B - Amendment No. 7

Attachment C - ENP Allocation Letter

8. PUBLIC HEARINGS None.

9. GENERAL BUSINESS

9.a. FACILITY RESERVATION FEE WAIVER AMENDMENT REQUESTED BY SOUTH EL MONTE NATIONAL LITTLE LEAGUE

The South El Monte National Little League is requesting an amendment to the City Council approved Fee Waiver granted at the December 3, 2019 City Council meeting.

RECOMMENDED ACTION: Staff recommends that the City Council discuss and review the fee waiver amendment request by the South El Monte National Little League, and if approved, appropriate the additional funds in the amount of $5,077.50 from the general fund budget and extend the usage of New Temple Park Snack Bar until July 31, 2020.
South El Monte National Little League Letter

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS:

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

11. CORRESPONDENCE

11.a. CORRESPONDENCE FROM EPIPHANY CATHOLIC SCHOOL REQUESTING SPONSORSHIP FOR THEIR 60TH DIAMOND GALA CELEBRATION ON MARCH 21, 2020

Epiphany Catholic School is a 501(c)(3) Non-Profit institution, the school depends on fundraisers to supplement the full cost of education for deserving students in South El Monte and are looking to raise $80,000.

RECOMMENDED ACTION: Staff recommends the City Council review the request from Epiphany Catholic School for the Annual Diamond Gala and choose the $500 Flapper Level. Previous action taken by the City Council is to adhere to a $500 limit.
Request Letter

12. COUNCILMEMBERS' AGENDA

12.a. <u>COUNCILMEMBER RICHARD ANGEL</u>

1. Corrugated Buildings on Potrero and Rush

2. Food Truck at 1954 Central Avenue

12.b. <u>MAYOR GLORIA OLMOS</u>

1. Discussion on Safety Measures Regarding Solicitors

13. CLOSED SESSION

13.a. <u>CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION</u>

Discussion of potential for initiation of litigation pursuant to Government Code Section 54956.9(d)(4) - 2 potential cases.

14. RECESS COUNCIL MEETING

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

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

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

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

17. APPROVAL OF AGENDA

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

18. PUBLIC COMMENTS

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

19. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the Board during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

19.a. MINUTES

Staff seeks Board approval of the Minutes of the January 28, 2020 Regular meeting.

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

Minutes

20. EXECUTIVE DIRECTOR'S AGENDA None.

21. ADJOURNMENT OF SUCCESSOR AGENCY MEETING

22. RECONVENE AND ADJOURN COUNCIL MEETING March 10, 2020, 5:30 p.m.

IN MEMORY OF YOLANDA DEL RIO, PATRIOTIC COMMISSIONER, FORMER COMMUNITY SERVICES COMMISSIONER AND LONG TIME SOUTH EL MONTE RESIDENT