



CITY OF MONTEBELLO
CALL AND NOTICE OF A SPECIAL CITY COUNCIL MEETING AGENDA

WEDNESDAY, JANUARY 18, 2023 AT 6:00 PM

CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA

TELECONFERENCE LOCATION FOR MAYOR TORRES:

CAPITOL HILTON, ROOM 941
1001 16TH ST. NW
WASHINGTON, D.C. 20036

NOTICE IS HEREBY GIVEN that a Special Meeting for the City of Montebello City Council is hereby called to be held on **Wednesday, January 18, 2023 at 6:00 p.m.** at **City Hall, Council Chambers, located at 1600 West Beverly Boulevard, Montebello, CA 90640** and at **Capitol Hilton, Room 941, 1001 16th St. NW, Washington, D.C. 20036**; **this meeting will *not* be livestreamed.**

COVID-19 NOTICE: The City Council rescinded the Declaration of the Local Emergency and the continuation of teleconferencing open meetings pursuant to AB 361 by adopting Resolution No. 22-21 on Wednesday, April 13, 2022. This City Council Meeting will be held in person and **will meet at City Hall – City Council Chambers, 1600 West Beverly Boulevard, Montebello, California and at Capitol Hilton, Room 941, 1001 16th St. NW, Washington, D.C. 20036.**

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act (ADA) any person with a disability who requires special accommodations in order to participate in a meeting should contact the Administration Office at (323) 887-1437 Monday-Thursday from 7:30 a.m.-5:30 p.m. Please call 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II 1203). If you require translation services, please contact the City Clerk's office 48 hours before this meeting. **Si necesita servicios de traducción, comuníquese con la Oficina del Secretario Municipal 72 horas antes de esta reunión.** 如果您需要翻译服务, 请在会议前 72 小时联系市书记办公室

RULES OF DECORUM:

As Established by Ordinance 2443, adopted on October 27, 2021: Signs, placards, banners, horns, noise-making devices, or other similar items shall not be permitted in the audience during a Public Meeting if the presence of such item disturbs, disrupts or otherwise impedes the orderly conduct of the meeting. All persons attending a public meeting shall remain seated in the seats provided, unless addressing the body at the podium or entering or leaving the meeting. No member of the audience shall willfully interrupt the orderly conduct at the meeting, including clapping or otherwise speaking from their seats. The presiding officer shall direct the removal of any individual whose willful interruption renders infeasible the orderly conduct of the meeting. In the event the removal of the individual or individuals willfully interrupting the meeting does not restore order, the presiding officer may order the meeting room cleared and continue in session. Speakers shall not engage

in willful conduct which interrupts the meeting or interferes with the orderly conduct of the meeting. Any person who becomes boisterous while addressing the Council or who otherwise disrupts the orderly conduct of the Council's business shall be subject to removal from the Chambers after being admonished by the presiding officer.

PUBLIC COMMENTS:

In-Person: For those interested in participating during the Public Comment period(s) or public testimony period for Public Hearings of the City Council meetings, you may address the City Council ***in person the day of the meeting***. Speakers will be required to fill out a speaker card provided at the door and turn it into the Deputy City Clerk prior to each Public Comment announcement period. Staff will number and call each speaker card in the order received. Closed Session begins at 6:00 p.m. and Regular Session will follow immediately thereafter.

Via Email: The public may also submit emailed comments via the City's email address: ccpubliccomment@cityofmontebello.com up until the day of the meeting, **Tuesday, January 17, 2023 by 3:00 p.m.** These comments will be submitted to all members of the City Council and may not be read aloud but will be entered into the record of the proceedings to the extent they relate to matters listed on the posted agenda. Any requests to provide public comment which is submitted after the deadlines indicated above will not be submitted to the City Council.

AGENDA MATERIALS: The agenda/agenda packet are available for public inspection at City's website at: [Agendas, Minutes, and Videos](#).

**IN CONSIDERATION OF OTHERS, PLEASE TURN OFF, OR MUTE, ALL CELL PHONES AND PAGERS.
THANK YOU FOR YOUR COOPERATION.**

OPENING CEREMONIES**CALL TO ORDER****ROLL CALL****PUBLIC COMMENTS ON AGENDA ITEMS ONLY (30 MINUTES)**

At this time, the general public may ***only*** address the City Council during this Special Meeting on items which have been described in the notice of this Special meeting in accordance with Government Code Section 54954.3(a). Please be aware that the maximum time allotted for members of the public to speak on shall not exceed three (3) minutes per person. State Law prohibits the City Council from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Mayor.

CLOSED SESSION 5:00 P.M.

The City Attorney shall provide a briefing on the item listed for Closed Session as follows:

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Government Code Section 54956.9(d)(2)
One matter relating to the Brownfield Overlay District

REGULAR SESSION – IMMEDIATELY FOLLOWING CLOSED SESSION**CLOSED SESSION REPORT****CORRECTIONS TO THE AGENDA CITY MANAGER****STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST****REGULAR BUSINESS**

2. **DISCUSSION BY CITY COUNCIL TO DEFINE THE PROCESS BY WHICH INTERESTED RESIDENTS CAN APPLY FOR AN APPOINTMENT TO THE VACANCIES OF THE TWO AT-LARGE CITY COUNCIL SEATS**

RECOMMENDATION: It is recommended that the City Council:

1. Provide direction in defining the process by which interested residents can apply for an appointment to the vacancies of the two at-large City Council seats.

ADJOURNMENT

The City of Montebello will adjourn to the next **Regular Meeting on January 25, 2023 at 5:00 p.m.** which can be live streamed at <https://www.montebellocal.gov> (Click on Live Stream).

Date and Posted: January 17, 2023 at 3:00 p.m.

I, Alicia Fernandez, Sr. Deputy City Clerk for the City of Montebello hereby certify that a copy of this agenda has been posted on or before **Tuesday, January 17, 2023 by 6:00 p.m.**



Alicia Fernandez, Sr. Deputy City Clerk



ITEM # 2

**CITY OF MONTEBELLO
SPECIAL CITY COUNCIL AGENDA STAFF REPORT**

TO: Honorable Mayor and City Council Members

FROM: Arnold M. Alvarez-Glasman, City Attorney

BY: Arnold Glasman, City Attorney

SUBJECT: **DISCUSSION BY CITY COUNCIL TO DEFINE THE PROCESS BY WHICH INTERESTED RESIDENTS CAN APPLY FOR AN APPOINTMENT TO THE VACANCIES OF THE TWO AT-LARGE CITY COUNCIL SEATS**

DATE: January 18, 2023

RECOMMENDATION(S):

It is recommended that the City Council:

1. Provide direction in defining the process by which interested residents can apply for an appointment to the vacancies of the two at-large City Council seats.

FISCAL IMPACT:

This discussion and direction will have limited fiscal impact.

BACKGROUND/DISCUSSION:

At its meeting of January 11, 2023, the City Council gave direction to have City staff return with information to discuss the process by which interested residents can apply for an appointment to the vacancies of the two at-large City Council seats. This item will allow the City Council to discuss and provide guidance to the community on the process to be implemented to fill the vacancies for the two at-large seat terms for a period of two years.

While there are no specific rules or guidelines defined by law regarding the exact process to be followed in filling vacancies, the City Council can establish any methodology in

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appointing individuals to the two open at-large seats for the two-year period ending in November 2024.

However, there generally are certain topics to review and discuss in addressing this issue. Those topics include:

- Who can apply – the person appointed must be a registered voter of the City at the time of appointment. Because the vacancies are at-large seats, appointees can be from anywhere in the City.
- Method of expressing interest – this process can be formal (i.e. formal application with summary of background and reasons for seeking appointment) or informal (i.e. merely having interested parties submit their name). This is entirely at the discretion of the City Council.
- Timeline for receiving applications or expression of interest.
- Process for reviewing or evaluating applicants. The only legal requirement is that any interview of candidates must be done in open session of a City Council meeting (regular or special meeting).
- Manner of selecting individuals to fill the vacancies.
- Other topics of interest or concern.

ENVIRONMENTAL IMPACT:

N/A

ANALYSIS:

N/A

SUMMARY:

It is recommended that the City Council provide direction on the process to be followed in filling the two at-large seats for the two-year period ending in November 2024. The appointment process should be completed on or before February 13, 2023.

ATTACHMENT(S)

None

NEXT STEPS:

N/A