



CITY OF MONTEBELLO CITY COUNCIL/SUCCESSOR AGENCY
REGULAR MEETING AGENDA

MINUTES

WEDNESDAY, MARCH 10, 2021 AT 5:30 P.M

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA^{1 1[2]}**

OPENING CEREMONIES

1. **CALL MEETING TO ORDER** – Mayor Cobos-Cawthorne called the meeting to order at the hour of 5:40 p.m.
2. **ROLL CALL** – Members present were Mayor Cobos-Cawthorne, Mayor Pro Tem Torres, Councilmember Jimenez, Councilmember Melendez, and Councilmember Peralta.

STAFF PRESENT – City Attorney Arnold Alvarez-Glasman, City Manager René Bobadilla, Assistant City Manager Arlene Salazar, Deputy City Clerk Alicia Fernandez, Assistant to Deputy City Clerk Kimberly Guillen.

3. **STATEMENT OF PUBLIC ORAL COMMUNICATIONS FOR CLOSED SESSION ITEMS:**
City Attorney Alvarez-Glasman read the statement.

ORAL COMMUNICATIONS ON CLOSED SESSION ITEMS – None.

CLOSED SESSION – 5:30 P.M.

Mayor Cobos-Cawthorne recessed the meeting into Closed Session at 5:40 p.m. to consider the following closed session items:

4. **THREAT TO PUBLIC SERVICES OR FACILITIES**
Government Code Section 54957

¹ *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Building Official at (323) 887-1497. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II1203). If you require translation services, please contact the City Clerk's Office 24 hours before this meeting. Si necesita servicios de traducción, comuníquese con la Oficina del Secretario Municipal 24 horas antes de esta reunión.*

Consultation with City Manager, Police Chief, City Attorney and other related City officials.

Mayor Cobos-Cawthorne reconvened the meeting at the hour of 6:32 p.m. The City Attorney, Arnold Alvarez-Glasman, announced that during Closed Session the City Council (Council) received a briefing on Item 4 and there was no action taken and there was nothing further to report.

REGULAR SESSION – 6:30 P.M.

5. **INVOCATION** – City Treasurer Rafael Gutierrez
6. **PLEDGE OF ALLEGIANCE** – Director of Human Resources Nicholas Razo
7. **PRESENTATION: CITIZEN OF THE MONTH – TERESA LOPEZ** – Presented by Mayor Cobos-Cawthorne
8. **PRESENTATION: RECOGNITION OF AMERICAN RED CROSS MONTH** – Presented by Mayor Cobos-Cawthorne
9. **PRESENTATION: RECOGNITION OF ANI MINASIAN, PRESIDENT/CEO, MONTEBELLO CHAMBER OF COMMERCE** – Presented by Mayor Cobos-Cawthorne
10. **PRESENTATION: ERNEST SALAS TRIBAL CHIEF OF THE GABRIELENO BAND OF MISSION INDIANS KIZH NATION** – Presented by Mayor Cobos-Cawthorne
11. **PRESENTATION: RECOGNITION OF TRANSIT EMPLOYEE APPRECIATION DAY – MARCH 18TH** – Presented by Mayor Cobos-Cawthorne
12. **PRESENTATION: RECOGNITION OF COVID-19 VICTIMS AND SURVIVORS MEMORIAL DAY** – Presented by Mayor Cobos-Cawthorne
13. **PRESENTATION: RECOGNITION OF WOMEN’S HISTORY MONTH** – Presented by Mayor Cobos-Cawthorne
14. **PRESENTATION: COMMISSIONER APPOINTMENTS** – Mayor Cobos-Cawthorne appointed Priscilla Judith Del Rio to the Fiscal Accountability & Investment Committee; Tere Dorely Cesenas for the Youth & Education Commission; and Henry Fimbres for Parks and Recreation Commission.
15. **CORRECTIONS TO THE AGENDA – CITY MANAGER** – City Manager Bobadilla commended all those involved with the successful vaccinations. Director of Recreation and Community Services, David Sosnowski, provided a briefing on the COVID-19 Vigil virtual event.

City Manager Bobadilla described three corrections to the agenda which included: Item 18, Brandywine Section E.1 was updated to reflect 62 parking spaces, versus 61, as

reflected in the plan; Item 17, Approval of the Agenda, to reflect Items 18 and 19 to be exempt from single motion approval; and Item 24, Ad Hoc Committees and Task Force Assignments was requested to be moved to Regular Business.

16. STATEMENT OF PUBLIC ORAL COMMUNICATIONS:

City Attorney Alvarez-Glasman read the statement.

PUBLIC ORAL COMMUNICATIONS ON OPEN SESSION ITEMS (30 MINUTES)

Ms. Kimberly Guillen, Assistant to the City Clerk, called one (1) member of the public wishing to address the City Council. Speaker was provided three minutes to address the City Council. Speaker name is on file at the City Clerk's office.

Ms. Alicia Fernandez, Deputy City Clerk, read thirteen (13) public comments submitted to the City's public comment email address. Said comments are on file at the City Clerk's office.

- 17. APPROVAL OF AGENDA:** Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion with the exception of Item No. 18, 19, 24 and any item upon which a member of the public or City Council has requested to speak upon. Such approval will also waive the reading of any ordinance.

Mayor Pro Tem Torres motioned that all items be approved in a single motion with the exception of Item No's. 18, 19, and 24, seconded by Councilmember Melendez. Such approval will also waive the reading of any ordinance. Motion carried unanimously.

PUBLIC HEARING

- 18. ADOPT RESOLUTION APPROVING: 1) GENERAL PLAN AMENDMENT; 2) ZONE CHANGE FROM R-1 TO R-3 WITH A PLANNED DEVELOPMENT DISTRICT; 3) DENSITY OVERLAY ZONE; 4) HEIGHT OVERLAY ZONE; 5) SITE PLAN REVIEW; 6) PARKING MANAGEMENT PLAN; 7) VESTING TENTATIVE TRACT MAP ("VTTM NO. 83239") TO ALLOW 31 NEW RESIDENTIAL DWELLING UNITS AND RELATED AMENITIES FOR THE PROPERTY LOCATED AT 301 JACMAR DRIVE; AND 8) ADOPTION OF MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM; AND INTRODUCE AND WAIVE FIRST READING OF ORDINANCE APPROVING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MONTEBELLO AND BRANDYWINE ACQUISITION GROUP, LLC.**

Director of Planning and Community Development Joseph Palombi presented a staff report and presentation to the City Council (Council) recommending approval of 31 new residential dwelling units and related amenities for the property located at 301 Jacmar Drive, on behalf of the applicant Brandywine Acquisition Group, LLC (Brandywine). As part of the proposed project Brandywine would demolish the existing home and construct 31 new units and change the current R1 Zone to R3. The presentation included information regarding the current zoning, lot area, proposed density, and

surrounding zoning. An overview of the elevations and amenities were also presented to the Council, and it was noted that the proposed buildings would setback requirements established by the City for the property with landscaping added along the property boundary and privacy windows for added privacy. Furthermore, Mr. Palombi presented a summary of the required parking for the 31 units as well as tandem parking that is being proposed. A summary of the requested actions required for the proposed project were stated. An Initial Study/Mitigated Negative Declaration (IS/MND) was prepared for the project and it concluded all impacts would be less than significant, with mitigation measures required. A Mitigation Monitoring and Reporting Program was also incorporated into the environmental documents to ensure an impacts would be less than significant. In addition a traffic analysis was also prepared, which concluded that a traffic study was not required for the project because the 14 new AM peak hour and 17 new PM peak hour traffic trips that resulted from the analysis did not meet the threshold. Lastly, the IS/MND was properly noticed to owners/occupants and circulated for public review from October 29, 2020 through November 19, 2020, as well as posted on the City's website. The proposed project would generate \$189,890 in fee revenues per the Development Agreement and would provide quality housing. On January 5, 2021 the Planning Commission voted to recommend denial of the project based on concerns of related to parking and density. City Staff stands by its original recommendation for approval based on the facts related to the project and believes that findings for approval have been met.

Alex Hernandez, President of Brandywine Homes, provided a presentation to Council which pointed out 26 years of building communities across the Los Angeles and Orange County Regions and the benefits of Brandywine homes in regards to the strong local government relationships and public/private partnerships. A site plan and architecture drawings of the proposed project was also presented to Council. Mr. Hernandez presented the benefits of the new community which also include fulfilling the City's housing needs. In response to the public's concerns, Mr. Hernandez addressed the privacy concerns which included the building distance from neighbors, privacy windows on 3rd floor for east side, and landscape adjusted for 2nd floor privacy. Another concern of the public was traffic and parking and Mr. Hernandez reiterated that a Traffic Analysis concluded the projects meets the demands and requirements of the City and should not have any significant impact on traffic based upon the City's standards for development. In regard to parking, Mr. Hernandez stated that it also meets the City's Code. Furthermore, Brandwine would offer Permit Only Parking on Jacmar and 3rd to be responsive to the Community. In conclusion, Mr. Hernandez stated that he has been working on this project for two years and has been responsive to input from the City, Fire Department, all various studies related to the infrastructure.

Ms. Kimberly Guillen, Assistant to the City Clerk, called five (5) members of the public wishing to address the Council in favor of the project. City Attorney Alvarez-Glasman acknowledged five (5) public comments in favor of the project, including a petition with 52 City of Montebello resident signatures. Twenty-four (24) members of the public wishing to address the Council in opposition of the project were also called. City Attorney Alvarez-Glasman eleven (11) public comments in opposition of the project. All

speakers were provided three minutes to address the Council. Speaker names are on file at the City Clerk's office.

Mr. Hernandez addressed the concerns addressed by members of the public during Public Communications and reiterated how the parking, privacy would be addressed. Furthermore infrastructure concerns were explained further.

Mayor Pro Tem Torres thanked the public for their engagement, as well as the applicant for responding to the public's concerns.

Councilmember Jimenez thanked the applicant for responding to the public's questions and recommended that the applicant conduct additional public outreach to address the public's concerns.

Councilmember Peralta is in agreement with Mayor Pro Tem Torres and Councilmember Jimenez.

Councilmember Melendez suggested a continuation of this discussion considering the resident's opposition.

Mayor Cobos-Cawthorne expressed her concerns regarding the technical difficulties during the meeting and referred to Mr. Alvarez-Glasman, City Attorney, in regard to continuing the discussion for this matter.

Based on Council consensus, Mr. Alvarez-Glasman suggested closing the public hearing and tabling the matter to the next regularly scheduled meeting. It was moved by Councilmember Jimenez, seconded by Councilmember Torres to close the public hearing. It was moved by Councilmember Melendez, seconded by Councilmember Jimenez to table this matter to the next regularly scheduled meeting.

Motion carried unanimously.

REGULAR BUSINESS

19. RESOLUTION ADOPTING POLICIES FOR THE NAMING OF CITY-OWNED LAND, BUILDINGS, PARKS AND COMMUNITY FACILITIES

City Manager Bobadilla presented this item to the City Council, recommending the approval of a resolution that would adopt policies for the naming of City-owned land, buildings, parks, and community facilities.

It was moved by Councilmember Peralta, seconded by Councilmember Melendez that the City Council:

- 1) Approve a resolution adopting policies for the naming of City-owned land, buildings, parks and community facilities.

- 2) Take such additional, related, action that may be desirable.

Motion carried unanimously.

CONSENT MATTERS

20. APPROVAL OF THE FISCAL YEAR 2020-21 ANNUAL PLAN FOR LOS ANGELES REGION MEASURE W (SAFE, CLEAN WATER PROGRAM) EXPENDITURES

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

- 1) Approve the Fiscal Year 2020-21 Annual Plan for Los Angeles Region Measure W (Attachment A) that programs expenditures for the fiscal year; and
- 2) Amend the Fiscal Year 2020-21 budget to appropriate Measure W revenue and allowed expenses by increasing appropriations by \$900,000 in Account No. 229-99-3630.70 (Special Revenue Measure W) and \$900,000 in Account No. 229-30-315-6040.10 (Outside Contracts).

Motion carried unanimously.

21. ADOPT AN ORDINANCE AMENDING CHAPTER 10.32 – “STOPPING, STANDING AND PARKING” OF THE MONTEBELLO MUNICIPAL CODE RESERVING EMPLOYEE ONLY PARKING STALLS AT CITY OWNED OR OPERATED PARKING LOTS, AND ESTABLISHING RULES AND REGULATIONS FOR THE OPERATION THEREOF

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

RECOMMENDATION: It is recommended that the City Council:

- 1) Waive second reading of an Ordinance amending Chapter 10.32 – “Stopping, Standing and Parking” of the Montebello Municipal Code reserving employee only parking stalls at City-owned or operated parking lots and establishing rules and regulations for the operation thereof; and
- 2) Authorize the Director of Recreation and Community Services/Director of Public Works, and/or his designee(s), to erect the required signage per California Vehicle Code Section 22519 giving notice of the prohibitions, restrictions and/or regulations ushered in by the proposed Ordinance.
- 3) Take such additional, related action that may be desirable.

Motion carried unanimously.

22. RESOLUTION APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve a Resolution authorizing the City's application for Statewide Park Development and Community Revitalization Program grant funds.
- 2) Take such additional, related, action that may be desirable.

Motion carried unanimously.

23. AMEND PROFESSIONAL SERVICES AGREEMENT WITH ZENCITY FOR ONGOING SOCIAL MEDIA MONITORING AND ANALYSIS

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to amend the professional services agreement with Zencity for social media analytics, insights and trend monitoring for an additional twelve (12) month period and increasing the scope of services.

Motion carried unanimously.

24. AD HOC COMMITTEES AND TASK FORCE ASSIGNMENTS

City Manager Bobadilla presented this item to the City Council recommending that the Council assign vacancies for current Ad Hoc Committees and Task Force Assignments discussed at the March 3, 2021 Special Study Session Meeting.

RECOMMENDATION: It is recommended that the City Council:

- 1) Fill two vacancies on the Economic Development Ad Hoc; and
- 2) Assign two City Council members to the Homelessness Task Force; and
- 3) Fill two vacancies on the Street Ad Hoc; and
- 4) Fill two vacancies on the Transit Ad Hoc; and
- 5) Take such additional, related action that may be desirable.

Mayor Cobos-Cawthorne and Councilmember Peralta expressed interest in serving the Economic Development Ad Hoc Committee. Councilmembers Melendez and Jimenez expressed interest in serving the Homelessness Task Force Committee. Mayor Cobos-Cawthorne and Council Member Jimenez expressed interest in serving the Street Ad Hoc

Committee, and Mayor Pro Tem Torres and Councilmember Peralta expressed interest in serving the Transit Ad Hoc Committee. Positions were filled as expressed.

25. PAYMENT OF BILLS: RESOLUTION APPROVING THE CITY WARRANT REGISTER OF DEMANDS DATED MARCH 10, 2021

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

RECOMMENDATION: Adopt the proposed Resolution approving the Warrant Register dated March 10, 2021.

Motion carried unanimously.

26. APPROVAL OF CITY COUNCIL MINUTES – JANUARY 27, 2021.

Mayor Pro Tem Torres motioned to approve, seconded by Councilmember Melendez that the City Council:

RECOMMENDATION: Approve said minutes as written.

Motion carried unanimously.

27. ORAL COMMUNICATIONS - CONTINUED IF NECESSARY

COUNCIL ORALS

Council member announcements; requests for future agenda items; conference/meetings reports.

1. Councilmember Peralta

- a. **Structure for Eviction Data Collection** – asked for Council consensus to introduce an Ordinance and referred the item to the City Manager.
- b. **COVID Memorial for Victims and Survivors** – thanked staff for creating the memorial and provided information regarding the virtual memorial.

2. Mayor Pro Tem Torres

- a. **Social media analytics report distributed to Council** – requested Staff to distribute.
- b. **Digital or hard copies of operative** – requested Staff to distribute the following at earliest convenience.
 - 1) **League of CA Cities Municipal Handbook**
 - 2) **Administrative policy**
 - 3) **Civil service rules**
 - 4) **General plan**
 - 5) **Schedule of all contracts and expirations dates**
- c. **Research and develop an inclusionary housing ordinance** – asked for Council consensus to introduce an Ordinance. City Manager recommended introducing the

Ordinance as part of the General Plan is updated to better address the needs of the community.

- d. **Conduct an employee satisfaction survey** – asked for Council consensus to engage a vendor and referred the item to the City Manager.
- e. **Develop a standardized Status Incident Report policy for Fire, Police, and Transit** – Directed City to develop a standard to provide services or support. City Manager Bobadilla recommended meeting with Fire Chief, Police Chief, Transit Staff, Mayor Pro Tem, and Mayor to discuss the development of a process that meets the objective of the Council.
- f. **Research and develop an ordinance to register vacant commercial properties and storefronts** – Currently the City has an Ordinance to register vacant lots but that doesn't seem to address all vacant properties. Suggested the development of an ordinance to register commercial/vacant properties, and asked for City Manager Bobadilla's opinion. City Manager Bobadilla recommended starting the process now.

3. Mayor Cobos-Cawthorne

a. Cannabis Update:

1) **How many businesses currently operating with CUP?**

2) **Community benefit fee – How many have paid? Pending payment?**

Mayor Cobos-Cawthorne requested a Cannabis update, and also if transfer fees have been assessed. City Manager Bobadilla will provide a memo with the requested information. Director of Planning and Community Development Joseph Palombi also provided a briefing to Council.

b. **Via Campo/Findley exit update: meeting with Caltrans** – Mayor Cobos-Cawthorne requested a briefing after the second Caltrans meetings.

c. **Council briefs to Council** – Mayor Cobos-Cawthorne asked for Council consensus regarding receiving monthly Council briefs on current projects and their phases; the creation of a Council Request Form to submit and respond to requests more efficiently; and Strategic Planning Workshop to implement ideas for the future.

ADJOURNMENT

Mayor Cobos-Cawthorne requested to adjourn the meeting in a moment of silence for Tribal Chief of the Gabrieleno Band of Mission Indians Kizh Nation, Ernest Perez Salas, and his wife Virginia Rose Salas. Melendez motioned to adjourn the meeting, seconded by Councilmember Peralta. Motion carried unanimously and the meeting was adjourned at 10:40 p.m.

THE MINUTES OF MARCH 10, 2021 ARE HEREBY APPROVED AND ADOPTED ON THIS 14TH DAY OF APRIL 2021.



Alicia Fernandez, Deputy City Clerk