



CITY OF MONTEBELLO SPECIAL CITY COUNCIL MEETING AGENDA

MINUTES

THURSDAY, DECEMBER 5, 2024 AT 6:00 PM

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA**

OPENING CEREMONIES

CALL TO ORDER - 6:00 P.M.

Mayor Peralta called the meeting to order at 6:02 p.m.

ROLL CALL

Members present were Mayor Peralta, Mayor Pro Tem Melendez, Councilmember Torres, and Councilmember Tamayo. City Clerk Jimenez was also present. Councilmember Jimenez and City Treasurer Matanga were absent.

City Attorney Arnold Alvarez-Glasman, City Manager Raul Alvarez, Senior Deputy City Clerk Kimberly Guillen, Deputy City Clerk Nelly Ochoa, and Department Directors Michael Solorza, Ramon Figueroa, David Sosnowski, and Cesar Roldan were present.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

City Attorney Alvarez-Glasman announced the Closed Session Item.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

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.

None.

CLOSED SESSION

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

Mayor Peralta recessed the meeting into Closed Session at 6:03 p.m. to consider the following Closed Session item:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code Section 54956.9(d)(1)

Conrad Lopez v. City of Montebello

Case No.: ADJ18859366; ADJ15372036; ADJ15372054; ADJ15596554; ADJ19409461

REGULAR SESSION – IMMEDIATELY FOLLOWING CLOSED SESSION

CLOSED SESSION REPORT

Mayor Peralta reconvened the meeting at 6:18 p.m.

All four members were present to discuss all Closed Session items. City Attorney Arnold Alvarez-Glasman provided the following report to City Council: Item No. 1, a briefing was provided to City Council, direction was provided regarding the worker's compensation claim, no action was taken, and nothing to further report.

INVOCATION

Led by City Clerk Jimenez.

PLEDGE OF ALLEGIANCE

Led by Mayor Peralta.

CEREMONIAL ITEMS/PRESENTATIONS - NONE

CORRECTIONS TO THE AGENDA - CITY MANAGER

None.

STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST

Director of Recreation and Community Services, David Sosnowski, announced the upcoming Winter Wonderland and Tree Lighting Event, scheduled for December 7 at City Hall. He also thanked Adventist White Memorial for being a sponsor.

REGULAR BUSINESS

2. ADOPT RESOLUTION NO. 24-85, CERTIFICATION OF THE NOVEMBER 5, 2024, GENERAL ELECTION

RECOMMENDATION: It is recommended that the City Council:

1. Receive and file the Certification of the Canvass of the Election Returns from the Los Angeles County Registrar-Recorder/County Clerk; and
2. Adopt Resolution No. 24–85 reciting the facts of the General Election held on November 5, 2024, declaring the results and such other matters as required by law; and
3. Take such additional, related action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved by the following vote:

MOVED: Melendez

SECONDED: Tamayo

APPROVED: 4-0-0-1

AYES: Tamayo, Torres, Melendez, Peralta

NOES: None

ABSTAIN: None

ABSENT: Jimenez

3. ADOPT RESOLUTION NO. 24-89, DECLARING THE RESULTS OF THE NOVEMBER 5, 2024 MUNICIPAL RECALL ELECTION**RECOMMENDATION: It is recommended that the City Council:**

1. Adopt Resolution No. 24-89 declaring the results of the November 5, 2024, Municipal Recall Election; and
2. Take such additional, related action that may be desirable.

Councilmember Tamayo motioned, seconded by Mayor Pro Tem Melendez, to approve the item; the motion was approved by the following vote:

MOVED: Tamayo	SECONDED: Melendez	APPROVED: 4-0-0-1
AYES: Tamayo, Torres, Melendez, Peralta		
NOES: None		
ABSTAIN: None		
ABSENT: Jimenez		

Following the approval of this item, Councilmember Jimenez is no longer included in the vote of the remainder of the agenda.

4. AUTHORIZE THE CITY MANAGER TO EXECUTE THE GRADE CROSSING CONSTRUCTION, OPERATION AND MAINTENANCE AGREEMENTS WITH UNION PACIFIC RAILROAD ("UPRR") AND SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS ("SGVCOG")**RECOMMENDATION: It is recommended that the City Council:**

1. Approve the execution of the Grade Crossing Construction, Operation and Maintenance Standard form Agreements ("Agreements") for South Vail Avenue, South Greenwood Avenue, and Maple Avenue by and between the City of Montebello, Union Pacific Railroad (UPRR) and San Gabriel Valley Council of Governments (SGVCOG) related to the Montebello Avenue Grade Separation Project ("Project"); and
2. Authorize the City Manager to execute the cooperative agreement; and
3. Take such additional, related action that may be desirable.

Carrie Icinlogg from the San Gabriel River Valley Council of Governments presented the item. The presentation included a project scope, steps for project approval, construction and maintenance agreements, and next steps.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the item was approved unanimously.

5. AWARD CONSTRUCTION AGREEMENT NO. 4251 TO HARDY & HARPER, INC. FOR THE FISCAL YEAR 2023-24 SENATE BILL 1 (SB 1) STREET IMPROVEMENT PROJECT (CP 913)**RECOMMENDATION: It is recommended that the City Council:**

1. Award Construction Agreement No. 4251 to Hardy & Harper, Inc. for the Fiscal Year 2023-24 SB 1 Street Improvement Project (CP 913) as the most responsive, responsible bidder for the amount of Two Million, Nine-Hundred Twenty-Six Thousand Dollars (\$2,926,000); and
2. Approve a 10% construction contingency of \$292,600 for any necessary change orders; and
3. Amend the Fiscal Year 2024-25 Capital Improvement Budget by increasing appropriations by \$1,200,000 in Account No. 201-30-330-6040.50 (RMRA, Public Works, Engineering, Contract Services - Street Maintenance); and
4. Authorize the City Clerk's Office to release all-other bidders' bonds; and
5. Authorize the City Manager to execute Agreement No. 4251 and all applicable change orders in good faith; and
6. Take such additional, related action that may be desirable.

Director of Public Works Cesar Roldan presented the item. The presentation included a project overview, project timeline, expectations, and community benefits.

City Attorney Alvarez-Glasman asked the City Council to confirm they did not own property within the project areas.

Mayor Pro Tem Melendez recused himself from the vote.

Councilmember Torres asked how the streets were selected.

City Manager Alvarez explained that previous management had made the recommendations, but moving forward, they aimed to establish a more equitable and transparent selection process.

Councilmember Torres then inquired if the selected streets were part of an existing plan and whether those plans were still being followed.

Director Roldan clarified that some of the streets overlapped with what had been identified as part of a year-one paving cycle.

Councilmember Torres recommended that staff reanalyze the existing plan to ensure a balanced approach across all five districts.

City Manager Alvarez assured the Council that the team would review the plan and implement necessary adjustments.

Councilmember Torres motioned to approve the item with a directive for staff to reevaluate the process, seconded by Councilmember Tamayo, to approve the item with said recommendations; the motion was approved unanimously.

6. AWARD AGREEMENT NO. 4255 TO VOLTAIRE ENGINEERING, INC. FOR THE RIO HONDO RIVER ACCESS IMPROVEMENT PROJECT – PHASE 1: LANDSCAPE AREA (CP 924)

RECOMMENDATION: It is recommended that the City Council:

1. Award Agreement No. 4255 to Voltaire Engineering, Inc. for the Rio Hondo River Access Improvement Project – Phase 1 Landscape Area (CP 924) as the most responsive, responsible bidder in the amount of \$397,768 plus a 10% construction contingency of \$39,777 for a total contract amount of \$437,545; and
2. Authorize the City Clerk's Office to release all remaining bidders' bonds; and
3. Authorize the City Manager to execute the construction contract agreement and any subsequent change orders in good faith; and
4. Take such additional, related action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

7. ADOPT RESOLUTION NO. 24-90 ADOPTING AN ARTIFICIAL INTELLIGENCE USE POLICY FOR THE CITY OF MONTEBELLO

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 24-90 adopting an Artificial Intelligence Use Policy ("AI Policy") for the City of Montebello; and
2. Take such additional, related action that may be desirable.

Councilmember Torres raised a question about the authority granted to the City Manager regarding high-risk artificial intelligence (AI) systems. He suggested that such authority be delegated to the City Council or that a process be developed to ensure high-risk AI systems are reported to the Council.

Director Sosnowski clarified that the guidelines stipulate that any high-risk AI systems would require both City Council approval and public engagement activities.

Councilmember Torres motioned to approve the item with the amendment to include City Council approval for any high-risk AI systems, seconded by Mayor Pro Tem Melendez to approve the item with said recommendation; the motion was approved unanimously.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine. Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion. Such approval will also waive the reading of any ordinance.

Mayor Peralta pulled Item No. 13 for comment.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the Item Nos. 8-12; the motion was approved unanimously.

8. ACCEPT THE 2023 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT THROUGH AGREEMENT NO. 4243 WITH THE COUNTY OF LOS ANGELES AND APPROVE PURCHASE OF VEHICLES AND RELATED EQUIPMENT

RECOMMENDATION: It is recommended that the City Council:

1. Authorize the City Manager to execute Agreement No. 4243 with the County of Los Angeles to accept public safety grant funding in the amount of \$96,600 from the 2023 State Homeland Security Program (SHSP); and,
2. Authorize the acceptance of additional grant funding of approximately \$450,000 through the 2023 State Homeland Security Program (SHSP) via the City of Santa Monica; and,
3. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$94,000 in Account No. 265-80-866-6040.10 (Grants, Police, State Homeland Security Program, Other Contract Services [expenditures]), \$2,600 in Account No. 265-85-866-6040.10 (Grants, Fire, State Homeland Security Program, Other Contract Services [expenditures]), and \$96,600 in Account No. 265-99-4198.18 (Grants, State Homeland Security Program [revenue]); and,
4. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$450,000 in Account No. 265-85-866-6040.10 (Grants, Fire, State Homeland Security Program, Other Contract Services [expenditures]) and \$450,000 in Account No. 265-99-4198.18 (Grants, State Homeland Security Program [revenue]); and,
5. Authorize purchase of vehicles and related equipment as allowed per the State Homeland Security Program (SHSP) grant guidelines utilizing the exceptions to the City's standard purchasing process as allowed by Montebello Municipal Code Section 3.20.050(D) - Conformance with Bidding Procedures-City Council Authorization and
6. Take such additional, related action(s) that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

9. REJECT BIDS RECEIVED FOR CONSTRUCTION OF THE SENIOR CENTER REHABILITATION PROJECT (CP 925) IN ACCORDANCE WITH PUBLIC CONTRACT CODE SECTION 22038(A)(1)

RECOMMENDATION: It is recommended that the City Council:

1. Reject all bids received for construction of the Senior Center Rehabilitation Project (CP 925) in accordance with Public Contract Code Section 22038(a)(1); and
2. Authorize the City Clerks office to release bidders' bonds; and
3. Take such additional, related action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

10. AWARD AGREEMENT NO. 4256 TO HORIZON MECHANICAL CONTRACTORS OF CALIFORNIA FOR THE IN-WATER POOL LIGHT REPLACEMENT AT GEORGE HENSEL AQUATIC CENTER

RECOMMENDATION: It is recommended that the City Council:

1. Award Agreement No. 4256 to Horizon Mechanical Contractors of California for the in-water pool light replacement at George Hensel Aquatic Center ("Aquatics Center") in a total not-to-exceed amount of Eighty-Six Thousand, Four Hundred and Eighty-Eight Dollars (\$86,488); and
2. Authorize the City Manager to execute Agreement No. 4256 in good faith; and

3. Take such additional, related action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

11. AWARD PROFESSIONAL SERVICES AGREEMENT NO. 4257 TO G&J NEON SIGNS INC. FOR INSTALLATION OF A LED SIGN AT MONTEBELLO CITY HALL

RECOMMENDATION: It is recommended that the City Council:

1. Award Professional Services Agreement No. 4257 to G&J Neon Signs Inc., for the Installation of a LED Sign at Montebello City Hall in a total not-to-exceed amount of One Hundred Seven Thousand, Fifteen Dollars (\$107,015) in response to Request for Proposal ("RFP") No. 24-19; and
2. Authorize the City Manager to execute and finalize agreement No. 4257 with G&J Neon Signs Inc.; and
3. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$107,015 in Account No. 100-70-700-6040.60 (General Fund, Parks and Recreation, Administration, Contract Services Building Maintenance and Repair); and,
4. Take such additional, related action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

12. APPROVE PURCHASE OF TWO 2025 FORD POLICE INTERCEPTOR VEHICLES

RECOMMENDATION: It is recommended that the City Council:

1. Approve purchase of two (2) 2025 Ford Police Interceptor vehicles; and
2. Authorize purchase of the vehicles utilizing a Sourcewell Cooperative Purchasing Agreement with Olathe Ford Sales, Inc. (supplier) as permitted by Montebello Municipal Code Section 3.20.050(F); and
3. Authorize the City Manager to execute the procurement through the Sourcewell Cooperative Purchasing Agreement; and
4. Take such additional, related, action that may be desirable.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

13. APPROVE LEASE AGREEMENT NO. 4258 WITH LOS ANGELES COUNTY FOR USE OF THE HOLIFIELD PARK LIBRARY

RECOMMENDATION: It is recommended that the City Council:

1. Approve Lease Agreement No 4258 with Los Angeles County for a five-year term for use of the Holifield Park Library; and
2. Authorize the City Manager to negotiate final terms and execute the Agreement on behalf of the City; and
3. Take such additional, related action that may be desirable.

Mayor Peralta suggested that the City strengthen its partnership with the County Library by actively promoting its events on social media platforms, similar to the approach taken by other cities.

Mayor Pro Tem Melendez motioned, seconded by Councilmember Tamayo, to approve the item; the motion was approved unanimously.

ADJOURNMENT

The City of Montebello will adjourn to the next **Regular Meeting on Wednesday, December 11, 2024, at 6:00 p.m.**, which can be live-streamed at <https://www.montebellocity.gov> (Click on Live Stream).

Date and Posted: December 4, 2024, at 6:00 p.m.

I, Kimberly Guillen, Senior Deputy City Clerk for the City of Montebello, hereby certify that the foregoing Notice of the Special Meeting was posted at City Hall and the City's website and delivered to each member of the City of Montebello

City Council no less than 24-hours before the start of the Special Meeting.



Kimberly Guillen, Senior Deputy City Clerk

Councilmember Torres motioned, seconded by Mayor Peralta, to adjourn the meeting at 7:18 p.m.

THE MINUTES OF DECEMBER 5, 2024, ARE HEREBY APPROVED AND ADOPTED ON THE 8TH DAY OF JANUARY 2025.

EXHIBIT - CITY OF MONTEBELLO FORECASTED AGENDA

Please note, the attached exhibit is a draft version that is to be used for reference purposes only; agenda items, information, and dates are subject to change. The exhibit will be placed at the end of the Agenda Packet.