



**CITY OF MONTEBELLO
CITY COUNCIL
REGULAR MEETING**

WEDNESDAY, FEBRUARY 12, 2025 AT 6:00 PM

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

CITY COUNCIL

Salvador Melendez, Mayor
Georgina Tamayo, Mayor Pro Tem
Scarlet Peralta, Councilmember
Ric Alonzo, Councilmember
Vacant, Councilmember

CITY MANAGER

Raul Alvarez

CITY TREASURER

David Matanga

CITY ATTORNEY

Arnold M. Alvarez-Glasman

CITY CLERK

Christopher Jimenez

DEPARTMENT HEADS

Acting Assistant City Manager
Fire Chief
Police Chief
Director of Finance
Director of Human Resources
Director of Planning/Community Development
Director of Public Works
Director of Recreation and Community Services
Director of Transportation

Angelica Palmeros
Fernando Pelaez
Paul Espinosa
Michael Solorza
Ramon Figueroa
Joseph Palombi
Cesar Roldan
David Sosnowski
John Soria

NOTICES

This City Council Meeting ("Council") will be held in person and will meet at **City Hall – City Council Chambers, 1600 West Beverly Boulevard, Montebello, California.** The meeting will be live streamed and can be watched on the City's website and YouTube Channel via the following link: <https://www.montebelloca.gov>, and may also be viewed on Spectrum Public Access Channel 3 for all Spectrum cable subscribers.

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 72 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 小时联系市书记员办公室。

RULES OF DECORUM:

Pursuant to Section 54957.95 of the Government Code, the presiding member of the legislative body conducting a meeting, or their designee, is authorized to remove, or cause the removal of, an individual for disrupting the meeting. Any such removal will be preceded by a warning to the disruptive individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to promptly cease their disruptive behavior may result in their removal.

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 only the day of the meeting.*** Speakers will be required to fill out a speaker card provided at the door and submit it to City Clerk staff 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 begins immediately thereafter; if there is no Closed Session, Regular Session will begin at 6:00 p.m.***

AGENDA MATERIALS: The agenda and/or 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 - 6:00 P.M.

ROLL CALL

ANNOUNCEMENT OF CLOSED SESSION ITEMS

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

At this time, the public may submit a speaker card to the City Clerk staff for Closed Session items, prior to the beginning of this statement. Speakers will be called in the order received. Please be aware that the maximum time allotted for members of the public to speak on Closed Session items 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 and City Council.

CLOSED SESSION

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

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Government Code Section 54956.9(d)(1)
J. Ibarra v. City of Montebello
Case No. ADJ11301865, ADJ15112999
2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Government Code Section 54956.9(d)(1)
I. Navarro v. City of Montebello, et al.
Case No. ADJ13310066, ADJ2613081, ADJ2548565, ADJ15539383, ADJ7472140, ADJ7964720, ADJ2654347, ADJ10708805, ADJ3507314, ADJ6779197, ADJ12495501, ADJ2613081, ADJ6773842
3. **PUBLIC EMPLOYEE DISCIPLINE, DISMISSAL, RELEASE**
Government Code Section 54957
One matter
4. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Government Code Section 54956.9(d)(2)
Threat of litigation in one matter based upon threat submitted by S. Rafferty for unnamed parties

REGULAR SESSION - IMMEDIATELY FOLLOWING CLOSED SESSION

CLOSED SESSION REPORT

INVOCATION

PLEDGE OF ALLEGIANCE

CORRECTIONS TO THE AGENDA - CITY MANAGER

CEREMONIAL ITEMS/PRESENTATIONS

5. **CITIZEN OF THE MONTH - MARTE SANCHEZ**

6. **PROCLAMATION FOR BLACK HISTORY MONTH**
7. **PROCLAMATION FOR AMERICAN HEART MONTH**
8. **CITY TREASURER'S REPORT**

PUBLIC COMMENTS ON NON-AGENDA ITEMS (30 MINUTES)

At this time, the public may submit speaker card(s) to the City Clerk staff, for both agenda and non-agenda items, prior to the beginning of this statement; Public Hearing items do not require a speaker card.

The City Council will address non-agenda items during this section and speakers will be called in the order received. Those persons not accommodated during this 30-minute period will have an opportunity to speak under "Public Comments – Continued", after all scheduled matters have been considered. **Public Hearing, Regular Business and/or Consent Calendar items will be addressed at the time that matter of business is heard, in the order received.**

Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per speaker. 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 and City Council.

STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST**REGULAR BUSINESS**

9. **ADOPT RESOLUTION NO. 25-08 ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE MONTEBELLO FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-08 to receive and file annual mandated Fire Department inspection compliance information pursuant to Sections 13146.2 and 13146.3 of the State of California Health and Safety Code; and,
2. Take such additional, related action that may be desirable.

10. **REVIEW OF CURRENT CITY COUNCIL ASSIGNMENTS TO VARIOUS BOARDS, AGENCIES, AD HOC AND TASK FORCE COMMITTEES**

RECOMMENDATION: It is recommended that the City Council:

1. Review and take action to fill City Council assignments to various Boards, Agencies, Ad Hoc Committees and Task Force Committees; and
2. Designate the Mayor as the representative to the Los Angeles County-City Selection Committee and the Mayor Pro Tempore as the alternate representative; and
3. Designate the Mayor as the representative to the Board of Directors of Sanitation District No's. 2 and 15 of Los Angeles County, and designate a member of the City Council as the alternate; and
4. Establish an Economic Development and Workforce Development Ad Hoc Committee; and
5. Take such additional, related, action that may be desirable.

11. **CONSIDERATION OF FILLING VACANT COUNCILMEMBER POSITION**

RECOMMENDATION: It is recommended that the City Council:

1. Adopt a Resolution No. 25-13 to fill the City Council Vacancy by one of the following options:
2. Fill the Vacancy by Special Election to be held not less than 114 days from the call of the Special Election; or
3. Fill the Vacancy by Appointment until the next regularly scheduled General Municipal Election to be held November 3, 2026, and

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

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine. Any items a member wishes to discuss, including any items the public submitted speaker cards for, 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.

12. APPROVE AMENDMENT NO. 2 TO AGREEMENT NO. 4005 WITH AVENU INSIGHTS & ANALYTICS, LLC

RECOMMENDATION: It is recommended that the City Council:

1. Approve Amendment No. 2 to Agreement No. 4005 with Avenu Insights & Analytics, LLC for document scanning services, for an additional One-Year (1) Year term (through June 30, 2026) for a total not-to-exceed amount of \$250,000; and
2. Authorize the City Manager to execute and finalize Amendment No. 2 to Agreement No. 4005 on behalf of the City of Montebello; and
3. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$125,000 in Account No. 100-10-110-6040.10 (City Clerk-Contract Services Outside Contracts); and
4. Take such additional, related action that may be desirable.

13. APPROVE AMENDMENT NO. 3 TO AGREEMENT NO. 3857 WITH BLAIS & ASSOCIATES FOR GRANT WRITING SERVICES TO INCREASE THE ANNUAL NOT-TO-EXCEED AMOUNT

RECOMMENDATION: It is recommended that the City Council:

1. Approve Amendment No. 3 to Agreement No. 3857 with Blais & Associates to increase the annual not-to-exceed amount to \$130,000; and
2. Authorize the City Manager to execute Amendment No. 3 to Agreement No. 3857 with Blais & Associates; and
3. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$30,000 in Account No. 100-85-850-6040.10 (General Fund, Fire, Fire Administration, Contract Services-Outside Contracts); and
4. Take such additional, related action that may be desirable.

14. APPROVE FINAL TRACT MAP NO. 82726, CONSISTENT WITH THE PREVIOUSLY APPROVED VESTING TENTATIVE TRACT MAP NO. 82725, AND FIND AND DETERMINE THAT FINAL TRACT MAP NO. 82726 IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15182(C) OF THE CEQA GUIDELINES AND GOVERNMENT CODE SECTION 65457

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-10 approving Final Tract Map No. 82726, consistent with previously approved Vesting Tentative Tract Map ("VTTM") No. 82725, in connection with the Montebello Hills Specific Plan Project, and authorize its filing with the Los Angeles County Recorder; and
2. Determine and find that this action is consistent with the previously certified Environmental Impact Report ("EIR") for the Montebello Hills Specific Plan Project and, therefore, exempt from the California Environmental Quality Act ("CEQA") pursuant to California Government Code section 65457(a) and CEQA Guidelines Section 15182, which expressly exempt residential projects undertaken to implement, and that is consistent with, an approved specific plan for which an EIR was certified, and California Public Resources Code Section 21083.3(a) and (b); and
3. Authorize the City Clerk, City Treasurer, and City Engineer to execute the Certificate on the map showing the City's approval of Final Tract Map No. 82726 in connection with the Montebello Hills Specific Plan Project; and
4. Take such additional, related, action that may be desirable.

15. TREASURER'S REPORT FOR THE QUARTER ENDING DECEMBER 31, 2024

RECOMMENDATION: It is recommended that the City Council:

1. Receive and file the Quarterly Treasurer's Report for the quarter ending December 31, 2024 (Second Quarter of Fiscal Year 2024-25); and,
2. Take such additional, related action that may be desirable.

16. AUTHORIZE THE CITY MANAGER TO EXECUTE PROFESSIONAL SERVICES AGREEMENT NO. 4273 WITH OPENGOV, INC. FOR PERMITTING AND LICENSING SOFTWARE SOLUTION

RECOMMENDATION: It is recommended that the City Council:

1. Authorize the City Manager to execute Professional Services Agreement No. 4273 with OpenGov, Inc. for cloud-based permitting and licensing software solutions provided by Vertosoft in the amount of \$101,930 annually for three (3) years with two (2) one-year renewal options, plus one-time implementation costs of \$86,800, for a total contract amount not to exceed \$393,590; and,
2. Amend the Fiscal Year 2024-25 budget to increase appropriations by \$188,730 in Account No. 100-50-500-6010.40 (General Fund, Community Development, Administration, Machinery & Equipment – Computer Software); and,
3. Take such additional, related action that may be desirable.

17. ADOPT RESOLUTION NO. 25-12 AUTHORIZING THE CITY MANAGER AND/OR THE DIRECTOR OF PUBLIC WORKS TO EXECUTE AGREEMENTS AND AMENDMENTS WITH CALTRANS AND AUTHORIZE THE EXECUTION OF ALL PROJECT AND/OR RIGHT OF WAY CERTIFICATIONS TO RECEIVE FEDERAL AND/OR STATE FUNDING FOR TRANSPORTATION PROJECTS

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-12 authorizing the City Manager and/or the Director of Public Works to execute all master agreements, program supplemental agreements, cooperative agreements, fund exchange agreements, and fund transfer agreements and/or any amendments thereto with the California Department of Transportation (Caltrans) and authorize the execution of all projects and/or right of way certifications as necessary for the City of Montebello to receive federal and/or state funding for certain transportation projects; and
2. Take such additional, related action that may be desirable.

18. ADOPT RESOLUTION NO. 25-14 ACCEPTING THE 2024 SUSTAINABLE COMMUNITIES PROGRAM ACTIVE TRANSPORTATION & SAFETY PROGRAM GRANT (CP 930) AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT WITH THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-14 accepting the Southern California Association of Governments (SCAG) 2024 Sustainable Communities Program Active Transportation & Safety Program grant in the amount of \$362,500; and
2. Amend the Fiscal Year 2024-25 budget by increasing appropriations by \$362,500 in Account No. 265-30-334-6040.10 10 (Grants, Public Works, SCAG – SCP Active Transportation, Contract Services Outside Contracts [Expenditures]) and \$362,500 in Account No. 265-99-4198.26 (Grants, SCAG - SCP Active Transportation [Revenue]); and
3. Authorize the City Manager to execute the agreement and all other applicable documents as a condition of approval to receive grant funds; and
4. Authorize staff to coordinate with SCAG staff to initiate the environmental clearance processes under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act
5. Take such additional, related action that may be desirable.

19. APPROVE ISSUING REQUEST FOR PROPOSAL (RFP) NO. 25-09 FOR FIRE DEPARTMENT COMPREHENSIVE STRATEGIC PLAN CONSULTING SERVICES

RECOMMENDATION: It is recommended that the City Council:

1. Authorize issuing Request for Proposal (RFP) No. 25-09 for comprehensive strategic plan consulting services for the Fire Department; and
2. Take such additional, related action that may be desirable.

20. ADOPT RESOLUTION NO. 25-09 APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF MONTEBELLO AND THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (METRO) TO ACCEPT MONTEBELLO BUS LINES' PARTICIPATION IN THE ZERO EMISSION TRANSIT CAPITAL PROGRAM

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-09 approving a Memorandum of Understanding (MOU) between the City of Montebello and the Los Angeles County Metropolitan Transportation Authority (Metro) to accept Montebello Bus Lines' (MBL) participation in the Zero Emission Transit Capital Program (ZETCP) effective October 1, 2024 through June 30, 2028; and
2. Authorize the City Manager to execute the MOU on the City's behalf; and
3. Take such additional, related, action that may be reasonable and necessary.

21. APPROVE ISSUING A REQUEST FOR QUOTES (RFQ) NO. Q-25-01 FOR TRANSIT NON-REVENUE RELIEF VEHICLES

RECOMMENDATION: It is recommended that the City Council:

1. Approve Issuing a Request for Quotes (RFQ), No. Q-25-01 for Transit Non-Revenue Relief Vehicles; and
2. Take such additional, related, action that may be reasonable and necessary

22. APPROVAL OF EMERGENCY PROCUREMENT OF PUBLIC SAFETY RADIO COMMUNICATION'S BACK-UP GENERATOR

RECOMMENDATION: It is recommended that the City Council:

1. Approve the emergency procurement of a public safety radio communication's back-up generator; and
2. Take such additional, related action that may be desirable.

23. PAYMENT OF BILLS: ADOPT RESOLUTION NO. 25-15 APPROVING THE CITY WARRANT REGISTER OF DEMANDS DATED FEBRUARY 12, 2025

RECOMMENDATION: It is recommended that the City Council:

1. Adopt Resolution No. 25-15 approving the Warrant Register dated February 12, 2025.

PUBLIC COMMENTS - CONTINUED

AB 1234 TRAVEL REPORTS

Members will provide a brief report on meetings attended at the expense of the local agency as required by Government Code Section 53232.3(d).

COUNCIL/AGENCY ORALS

Announcements and requests for future agenda items.

- Georgina Tamayo, Mayor Pro Tem
- Scarlet Peralta, Councilmember
- Ric Alonzo, Councilmember

1. Request a presentation outlining proposed locations, budget allocation, staffing, and operational plans for a police substation in South Montebello, along with related public safety initiatives for the district.
2. Request an update on the replacement of the Bluff Road iron fence, including next steps, a projected timeline, and maintenance efforts.

- Salvador Melendez, Mayor

CLOSED SESSION - CONTINUED

ADJOURNMENT

The City of Montebello will adjourn to the next **Regular Meeting on February 26, 2025, at 6:00 p.m.**, which can be live-streamed at <https://www.montebellocal.gov> (Click on Live Stream).

I, Kimberly Guillen, Senior Deputy City Clerk for the City of Montebello, hereby certify that a copy of this agenda has been posted on or before **Sunday, February 9, 2025, no later than 6:00 p.m.**



Kimberly Guillen, Senior Deputy City Clerk

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.

- **CITY OF MONTEBELLO FORECASTED AGENDA**