

**MINUTES  
MONTEREY PARK CITY COUNCIL  
SUCCESSOR AGENCY (SA)  
MAY 19, 2021**

The City Council of the City of Monterey Park held a Regular Teleconference Meeting via Zoom on Wednesday, May 19, 2021 at 6:30 p.m. The regular meeting was conducted pursuant to Section 3 of Executive Order No. N-29-20 issued on March 17, 2020. Accordingly, Council Members were provided a meeting login number and conference call number and were not physically present at Council Chambers.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

**PUBLIC PARTICIPATION**

In accordance with Executive Order No. N-29-20 and guidance from the California Department of Public Health on gatherings, remote public participation was allowed in the following ways:

Via Email

Public comment were accepted up to 24 hours before the meeting via email to [mpclerk@montereypark.ca.gov](mailto:mpclerk@montereypark.ca.gov) and, when feasible, read into the record during public comment. Written communications are limited to not more than 50 words.

Via Telephone

Public comment may be submitted via telephone during the meeting, before the close of public comment, by calling (888) 788-0099 or (877) 853-5247 and entering Zoom Meeting ID: **289 222 5995** then press pound (#). When prompted to enter participation ID number press pound (#) again. If participants would like to make a public comment they will enter **"\*9"** then the Clerk's office will be notified, and you will be in the rotation to make a public comment. Press **"\*6"** to unmute yourself when called upon to speak. Participants are encouraged to join the meeting 15 minutes before the start of the meeting. You may speak up to 5 minutes on Agenda item. Speakers will not be allowed to combine time. The Mayor and City Council may change the amount of time allowed for speakers. As part of the virtual meeting protocols, anonymous persons will not be allowed to provide public comment.

**Important Disclaimer** – When a participant calls in to join the meeting, their name and/or phone number will be visible to all participants. Note that all public meetings will be recorded.

**MISSION STATEMENT**

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

**CALL TO ORDER:**

Mayor Yiu called the meeting to order at 6:30 p.m.

**FLAG SALUTE:**

Mayor Yiu led the Flag Salute.

**ROLL CALL:**

City Clerk Vincent Chang called the roll:

Council Members Present: Peter Chan, Hans Liang, Henry Lo, Fred Sornoso,  
Yvonne Yiu

Council Members Absent: None

**ALSO PRESENT:** City Manager Ron Bow, City Attorney Karl Berger, City Treasurer Joseph Leon, Assistant City Manager Inez Alvarez, Assistant City Attorney Tim Campen, Fire Chief Matt Hallock, Police Chief Kelly Gordon, Director of Management Services Martha Garcia, City Librarian Diana Garcia, Director of Public Works Frank Lopez, Interim Director of Human Resources and Risk Management Danielle Tellez, Police Sergeant Danny Salazar, Economic Development Manager Joseph Torres, Recreation and Community Services Manager Robert Aguirre, Water Utility Manager Richard Gonzales, Support Services Manager Tim Shay, Housing Consultant Priscila Davila, Community Communications Coordinator Randy Ishino, Deputy City Clerk Cindy Trang, Assistant Deputy City Clerk Helena Cho, Minutes Clerk Henry Lu

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

City Manager Bow requested that the City Council carry over the May 19, 2021, 6:00 p.m. Special Meeting, Open Session Item No. 1 and to be heard after Presentation.

**PUBLIC COMMUNICATIONS**

**Public Speaker Disclaimer:** Meetings are held virtually and the information listed for the speakers may or may not reflect the correct spelling of their respective name.

- Diana Garcia, City Librarian, stated that the Bruggemeyer Library has open to the public by appointment only. She invited the public to visit the city's website to make an appointment for public computer use or one-on-one service with a staff member. She mentioned that the Library is also taking appointments for passport applications on Tuesdays and Thursdays from 3 - 5 p.m. and Saturdays from 1 - 5 p.m.
- Candace Winn thanked the Fire Department for their public outreach towards youths in the City.
- Denise Jaramillo, Alhambra Unified School District (AUSD) Superintendent, spoke about the collaboration of the City and the AUSD on providing Covid-19 vaccination sites for the public.

- Kenneth Tang, President of Alhambra Unified School District (AUSD) Board of Education, thanked the City for its collaboration with the AUSD on providing Covid-19 vaccination sites for the public.

**1. PRESENTATION**

Matters listed under presentation are for informational content and discussion only.

**1A. GEORGE ELDER MEMORIAL RECOGNITION**

Police Chief Gordon shared a PowerPoint on the George Elder Memorial Recognition.

**1B. RETIRED CHIEF EXECUTIVE OFFICER AHMC GARFIELD HOSPITAL PATRICK PETRE**

Mayor Yiu presented a certificate of congratulations to retired Chief Executive Officer of AHMC Garfield Hospital Patrick Petre. Police Chief Gordon provided a brief biography of Mr. Patrick Petre.

**1C. MAIN SAN GABRIEL BASIN WATERMASTER: GROUND WATER UPDATE**

Tony Zampielo, Executive Officer Main San Gabriel Basin Watermaster, presented a PowerPoint on the Main San Gabriel Basin Ground Water (MSGBGW) update. Richard Gonzales presented a PowerPoint discussing how the MSGBGW affects the City of Monterey Park.

**1D. COMMUNITY CLEAN UP, JUNE 5, 8 A.M. – 1 P.M., HIGHLANDS PARK**

Public Works Director Lopez provided information on Community Clean Up Day scheduled for June 5, 2021 from 8:00 A.M. – 1:00 P.M.

**1E. PUBLIC WORKS WEEK**

Public Works Director Lopez announced that May 16 – 22, 2021 is Public Works Week and invited the public to visit the city's website to view a slideshow recognizing the hard work of those in the Public Works department.

**CARRIED OVER ITEM FROM SPECIAL MEETING**

**S1. DELEGATION OF SETTLEMENT AUTHORITY FOR WORKERS' COMPENSATION CLAIMS**

A review of the City's existing claims processing procedures for settlement of workers compensation claims filed against the City suggests that the City Council should delegate authority to the City Manager for administering, compromising, and settling claims up to \$300,000.

**Action Taken:** The City Council adopted Resolution No. 12245 delegating Settlement Authority of Workers' Compensation Claims.

**Motion:** Moved by Council Member Chan and seconded by Council Member Liang motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Sornoso, Lo, Yiu  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**Resolution No. 12245**, entitled:

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO ADMINISTER, COMPROMISE, OR SETTLE WORKERS COMPENSATION CLAIMS IN ACCORDANCE WITH MONTEREY PARK MUNICIPAL CODE §§ 3.12.010 ET SEQ. AND OTHER APPLICABLE LAW

**2. OLD BUSINESS**

None

**3. CONSENT CALENDAR ITEMS NOS. 3A-3G**

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

**Action Taken:** The City Council and the City Council, acting on behalf of the Successor Agency, approved and adopted Agenda Items Nos. 3A, 3B, 3C, 3D, 3F, and 3G on Consent Calendar, excluding Agenda Item No. 3E which was pulled for discussion and separate motion, reading resolutions and ordinances by the title only and waiving further reading thereof.

**Motion:** Moved by Mayor Pro Tem Lo and seconded by Council Member Liang motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Sornoso, Lo, Yiu  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**3A. MINUTES**

Approve the minutes from the regular meeting of April 21, 2021.

**Action Taken:** The City Council and the City Council (acting on behalf of the Successor Agency) approved the minutes from the regular meeting of April 21, 2021 on Consent Calendar.

**3B. MONTHLY INVESTMENT REPORT – APRIL 2021**

As of April 30, 2021 invested funds for the City of Monterey Park is \$88,419,847.88.

**Action Taken:** The City Council received and filed the monthly investment report on Consent Calendar.

**3C. RESOLUTION FIXING THE SALARY SCHEDULE FOR PART TIME EMPLOYEES**

The City Council approved the State mandated minimum wage increases for 2021 on December 16, 2020. As a result of the minimum wage increases applied to certain classifications, there was salary compaction issues to six higher level classifications. Staff is requesting to adjust the salary of the following six classifications that were affected: Pool Manager, Assistant Pool Manager, Senior Lifeguard, Lifeguard, Senior Recreation Leader, Recreation Leader.

**Action Taken:** The City Council adopted Resolution No. 12246 fixing the Salary Schedule for Part Time Employees on Consent Calendar.

**Resolution No. 12246**, entitled:

A RESOLUTION ESTABLISHING THE SALARY RANGES FOR TEMPORARY PART-TIME, SEASONAL AND HOURLY EMPLOYEES OF THE CITY OF MONTEREY PARK

**3D. WAIVE FURTHER READING AND ADOPT AN ORDINANCE AMENDING CHAPTER 9.90 OF THE MONTEREY PARK MUNICIPAL CODE REGARDING GRAFFITI VIOLATIONS IN ITS ENTIRETY TO REGULATE GRAFFITI AND CONFORM WITH CALIFORNIA LAW**

The first reading and introduction of the Ordinance took place at the May 5, 2021 City Council meeting. The May 5, 2021 staff report is attached to the staff report for reference. Second reading and adoption of this Ordinance amendment is recommended; it will take effect in 30 days.

**Action Taken:** The City Council waived further reading and adopted Ordinance No. 2208 amending Monterey Park Municipal Code Chapter 9.90 in its entirety to regulate graffiti and conform with California law on Consent Calendar.

**Ordinance No. 2208**, entitled:

AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE CHAPTER 9.90 IN ITS ENTIRETY TO REGULATE GRAFFITI AND CONFORM WITH CALIFORNIA LAW

**3E. AUTHORIZE THE CITY MANAGER TO EXECUTE A LICENSE AGREEMENT WITH THE HISTORICAL SOCIETY OF MONTEREY PARK TO BE THE CURATOR OF THE MONTEREY PARK MUSEUM**

The Historical Society of Monterey Park (Historical Society) has been the curator of the Monterey Park Museum since the late 1980s. The City would like to continue partnering with the Historical Society to be the curator of the Monterey Park Museum. The organization is an invaluable partner in preserving historical artifacts, stories, and exhibits for future generations to enjoy and learn about the history of Monterey Park.

The City will continue to provide a dedicated facility space including maintenance and utilities, at Garvey Ranch Park for museum displays, tours, and activities. The Historical Society will continue to provide public tours, maintain and preserve relevant city artifacts, secure and train volunteers, and provide updates to the City Council about the organization's events, activities, and exhibits. Even though the Historical Society has been curating the Monterey Park Museum for many years, the City would like to establish a license agreement with the Historical Society to document the established partnership. Therefore, staff recommends City Council authorize the City Manager, or designee, to execute a license agreement, in a form approved by the City Attorney with the Historical Society of Monterey Park to continue serving as the curator for the Monterey Park Museum.

**Action Taken:** The City Council authorized the City Manager, or designee, to execute a license agreement, in a form approved by the City Attorney with the Historical Society of Monterey Park to be the curator of the Monterey Park Museum as amended to waive the insurance requirement for the Historical Society.

**Motion:** Moved by Council Member Chan and seconded by Mayor Pro Tem Lo motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Sornoso, Lo, Yiu  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**3F. CUSTODIAL SERVICES – AWARD OF CONTRACT**

In January 2021, City staff developed specifications for a Request for Proposal (RFP) for custodial services for several City facilities (see attachment 1 to the staff report). These facilities include Civic Center and non-jail areas, Police Department Dispatch and Police Department Records, City Yard offices (Parks Division, Public Works Division, Water Division, Delta Pumping Plant in Rosemead, Langley Senior Center, Garvey Ranch House, Sierra Vista Park, Barnes Community Center,

Barnes Gym, Barnes Day Care, Barnes Pool, Barnes Service Club House, Bruggemeyer Library, and Downtown Business Improvement District (BID).

The City received five proposals and is recommending the lowest proposal to proceed with the contract. The contract will be for three years and will have a three-year renewal option. They will perform the regular custodial services at the facilities specified in the RFP, as well as window and carpet cleaning services.

	<u>Vendor</u>	<u>Annual Cost</u>
1.	Valley Maintenance Corporation	\$267,060
2.	Ultimate Maintenance Services	\$342,348
3.	Lincoln Training Center	\$444,260
4.	Haynes Building Service LLC	\$651,327
5.	C.F.K. Industries LLC	\$2,422,440

**Action Taken:** The City Council authorized the City Manager to execute an agreement with Valley Maintenance Corporation, in a form approved by the City Attorney, for custodial services in an amount not to exceed \$267,060 each year with three years agreement (July 1, 2021 to June 30, 2024 and a three years renewal option (2024 through 2027) on Consent Calendar.

**3G. ADOPT A RESOLUTION RATIFYING CERTAIN ACTIONS COMPLETED BY THE CITY MANAGER REGARDING COVID-19 PANDEMIC AND CONTINUE TO EXTEND THE EXISTENCE OF A LOCAL EMERGENCY**

On March 18, 2020, the City Council adopted Resolution No. 12142 which declared a local emergency resulting from the COVID-19 Pandemic (the "COVID-19 Pandemic"). Pursuant to Resolution No. 12142 and Monterey Park Municipal Code ("MPMC"), the City Manager implemented certain emergency policies and procedures ("EP&P") to protect public health and safety. Generally, these relate to designation of quarantine sites; protection of public employees; and continuity of government.

On April 15, the City Council adopted Resolution No.12151 ratifying certain actions completed by the City Manager and extending the existence of a local emergency. On June 3, the City Council adopted Resolution No.12164 ratifying certain actions completed by the City Manager and extending the existence of a local emergency.

On August 19, the City Council adopted Resolution No.12192 ratifying certain actions completed by the City Manager and extending the existence of a local emergency.

Government Code § 8630 ordinarily requires that the City Council review a local emergency at least once every 60 days. The Governor's March 4, 2020 Proclamation of Emergency (see paragraph 8), however, suspended the reporting and extension requirements of Government Code § 8630 for the duration of the

COVID-19 Pandemic. Based upon readily available information, it appears that the Pandemic may end this Fall. The long-term impacts, however, are unknown.

CEQA (California Environmental Quality Act):

The Resolution itself and the actions anticipated by the Resolution were reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the “CEQA Guidelines”). Based upon that review, this action is exempt from further review pursuant to CEQA Guidelines § 15269(a) because the protection of public and private property is necessary to maintain service essential to the public, health and welfare.<sup>1</sup>

**Action Taken:** The City Council adopted Resolution No. 12247 ratifying certain actions completed by the City Manager on Consent Calendar.

**Resolution No. 12247**, entitled:

A RESOLUTION RATIFYING CERTAIN ACTIONS COMPLETED BY THE CITY MANAGER AND EXTENDING THE EXISTENCE OF A LOCAL EMERGENCY

**4. PUBLIC HEARING**

**4A. PUBLIC HEARING AND APPROVAL OF THE 2021-2022 ANNUAL ACTION PLAN AS REQUIRED BY THE COMMUNITY DEVELOPMENT BLOCK GRANT, AND HOME INVESTMENT PARTNERSHIPS PROGRAMS**

The U.S. Department of Housing and Urban Development provides funding to states, counties and cities in the form of Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. Since the City of Monterey Park is an Entitlement City, the City is eligible to receive both CDBG and HOME funds which it has for many years.

Before Monterey Park can receive these funds, federal regulations require that a Consolidated Plan (i.e., five-year plan) be adopted by the City that serves as the federal planning document for those jurisdictions receiving CDBG and HOME Investment Partnerships HOME Program funds. The Consolidated Plan was adopted by the City Council in 2020. In addition, federal regulations also require the adoption of an Annual Action Plan to the Consolidated Plan that operates on a single program year established by the City (i.e., July 1, 2021 through June 30, 2022). As required by federal requirements, the City will submit its One Year Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) by the statutory deadline of August 16, 2021.

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<sup>1</sup> CEQA findings regarding an anticipated imminent emergency are valid (*see CalBeach Advocates v. City of Solana Beach* (2002) 103 Cal.App.4th 529).



The City of Monterey Park views the Annual Action Plan requirements as an opportunity to reassess its housing needs and priorities, as well as its programs and resources in a manner that will best meet the affordable housing and community development challenges of the Monterey Park community. The estimated City entitlement for FY 2021-22 is \$664,150 in CDBG funding and \$324,520 in HOME funding.

**Action Taken:** The City Council opened the public hearing at 8:10 p.m. to receive testimonial and documentary evidence, noting no registered speakers; (2) closed the public hearing at 8:11 P.M. and approved the One-year Action Plan (Action Plan) for Fiscal Year 2021-2022 for the Community Development Block Grant (CDBG), and HOME Investment Partnerships ("HOME") Programs; (3) directed staff to prepare and transmit the final documents to the U.S. Department of Housing and Urban Development ("HUD"); and (4) authorized the City Manager, or his designee, to take all actions necessary or desirable to implement the Annual Action Plan, and Subrecipient Agreements.

**Motion:** Moved by Council Member Liang and seconded by Council Member Sornoso motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Sornoso, Lo, Yiu  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

## 5. NEW BUSINESS

### 5A. **CONSIDERATION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE MONTEREY PARK MUNICIPAL CODE AS SPECIFIED GOVERNING COMMISSIONS, BOARDS, AND COMMITTEES**

As requested by City Council, staff prepared a few recommendations for City Council consideration regarding Commissions, Boards and Committees (collectively, Commissions).

There is concern about the ability of certain Commissions, Boards and Committees to establish a quorum and fill vacancies needed to hold regularly scheduled meetings. Although all Commissions are at or near full capacity in recent months, there is a historical challenge establishing or maintaining a quorum. While the circumstances resulting in cancellation vary (e.g., due to vacancies, lack of items for discussion and/or lack of a quorum), these cancellations nevertheless disrupt the orderly conduct of City business. Consequently, the Council may wish to review the following recommendations to address concerns regarding term limits and quorum.

Term Limits

Recently, there are several Commissioners that have reached their term limit and will not be able to continue to serve for at least twelve consecutive months. The current terms limits are as follows:

“2.82.050 Terms of office.

(a) Unless otherwise provided by law or resolution, each member may serve for a one-year term. No person may serve more than eight consecutive terms on the same commission. If an individual separates from serving on a board or commission because the individual has completed serving eight consecutive terms, such person cannot be reappointed to the same board or commission for at least twelve consecutive months. A person cannot serve on more than one board or commission at the same time.

(b) Unless otherwise provided, all committee members will serve until a successor is qualified and appointed.” (Emphasis added)

Currently, it is difficult to find candidates willing to serve on some commissions. It is therefore recommended that the City Council consider revising MPMC section 2.82.050 to align Commissioner terms with that of the Councilmember who appointed them, for a total of two, 4-year, terms. At the conclusion of their second 4-year term, Commissioners wishing to continue to serve will need authorization from City Council to extend their term for another four-year period.

Quorum

Currently, there are two 10-member Commissions: the Community Participation Commission and the Commission on Aging. Based upon the City’s historical practice, staff implemented a six person quorum requirement for these types of Commissions.

The MPMC currently states as follows for the quorum requirement:

“2.82.040 Membership.

A. Unless otherwise provided, committees established pursuant to this chapter consist of five members who are appointed individually, one per city council member, in the manner provided by this chapter. Three members constitute a quorum. The city manager may designate an ex-officio staff person to serve as secretary and custodian of records who will not have a vote.” (Emphasis added)

In combination with the MPMC, attached Resolution No. 11589 (adopted June 19, 2013), currently governs the 10-member Commissions. There is no separate, different, requirement for quorums within that Resolution. To clarify the City Council’s intent, however, it seems prudent to add language to the MPMC to emphasize that a three-person quorum is required for all Commissions, regardless of membership.

CEQA (California Environmental Quality Act):

This Ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (14 California Code of Regulations ("CCR") §§ 15000, et seq.) because it establishes rules and procedures to clarify existing policies and practices related to government organization; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. Accordingly, this Ordinance does not constitute a "project" that requires environmental review (see specifically 14 CCR § 15378(b)(4-5)).

**Action Taken:** The City Council introduced and waived first reading of an ordinance amending sections of the Monterey Park Municipal Code Chapter 2.82 regulating the term of service and quorum requirements for Boards, Commissions, and Committees.

**Motion:** Moved by Council Member Liang and seconded by Council Member Sornoso motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Sornoso, Lo, Yiu  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**Ordinance, 1<sup>st</sup> Reading,** entitled;

AN ORDINANCE AMENDING SECTIONS OF THE MONTEREY PARK MUNICIPAL CODE CHAPTER 2.82 REGULATING THE TERM OF SERVICE AND QUORUM REQUIREMENTS FOR BOARDS, COMMISSIONS AND COMMITTEES

**6. CITY COMMUNICATIONS (CITY COUNCIL)**

**COUNCIL COMMUNICATIONS**

Council Member Chan reported that he attended the San Gabriel Valley Council of Governments (SGVCOG) Transportation Committee meeting. He relayed that the California Department of Transportation held a presentation and that they had set up a customer service request link for the public to report issues. He wished everyone a Happy Memorial Day.

Council Member Liang had nothing to report.

Council Member Sornoso requested construction projects updates on the Fire Station 62 and El Encanto. He inquired if the Fire Department can do an Egg Drop event for the City Council. He wished everyone a safe Memorial Day.

Mayor Pro Tem Lo reported that he attended a Food Drive hosted by Supervisor Hilda Solis's office at the Painters and Allied Trades District Council 36 office, located on Corporate Center Drive in Monterey Park.

Mayor Yiu reported that she toured the Athens Recycling Center in Sun Valley on May 13, 2021. She thanked the China Town Service Center for providing Covid-19 vaccination at Mark Keppel High School. She stated that she attended the Los Angeles International Airport Community Noise Roundtable (LAX Roundtable) meeting. She reported that Mayor Pro Tem Lo requested that the LAX Roundtable measure the noise levels in Monterey Park so that they can compare the data against other cities and that the LAX Roundtable will consider the noise measurement once aircrafts resume normal operations.

**7. FUTURE AGENDA ITEMS**

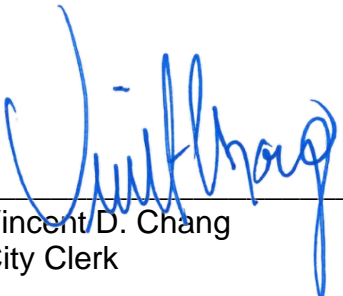
None.

**8. CLOSED SESSION (IF REQUIRED; CITY ATTORNEY TO ANNOUNCE)**

None.

**ADJOURNMENT**

There being no further business for consideration, the meeting was adjourned at 8:48 p.m.

  
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Vincent D. Chang  
City Clerk

*Approved on July 7, 2021 at the Regular City Council Meeting*