

**CITY COUNCIL OF MONTEREY PARK
THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER
REDEVELOPMENT AGENCY, THE HOUSING AUTHORITY, THE MONTEREY PARK FINANCING
AUTHORITY AND THE MONTEREY PARK GEOLOGIC HAZARD ABATEMENT DISTRICT
AGENDA**

**REGULAR CITY COUNCIL MEETING
MONTEREY PARK CITY HALL COUNCIL CHAMBERS
320 W. NEWMARK AVENUE, MONTEREY PARK, CA 91754**

**Wednesday
March 5, 2025
6:30 p.m.**

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent service, foster growth and opportunity, and create a joyous and collaborative environment.

LAND ACKNOWLEDGMENT

We would like to acknowledge that the land we inhabit today was once known as Tovangaar, the home of the Gabrieleño-Tongva people. We show our respect to the Gabrieleño-Tongva people, as well as all Indigenous people, past, present, and future, and honor their labor as original caretakers of this land. We commit to uplifting the Gabrieleño-Tongva people, invite you to acknowledge the history, and join us in caring for this land.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at www.montereypark.ca.gov/AgendaCenter/City-Council-17.

The public may watch the meeting live on the city's cable channel MPKTV (AT&T U-verse, channel 99 or Charter Communications, channel 182) or by visiting the city's website at www.montereypark.ca.gov/133/City-Council-Meeting-Videos. Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

PUBLIC PARTICIPATION

You may speak up to 5 minutes on an/each Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Mayor and City Council may change the amount of time allowed for speakers. Written Communication will be accepted up to 24 hours before the meeting by completing an online form at www.montereypark.ca.gov/writtencomm.

While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

CALL TO ORDER Mayor
FLAG SALUTE The Monterey Park Fire Explorers
ROLL CALL Henry Lo, Vinh Ngo, Jose Sanchez, Thomas Wong, Elizabeth Yang

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS

STAFF COMMUNICATIONS:

- Community Development
- Library
- Recreation and Community Services

[1.] PRESENTATION

1-A. CONGRESSIONAL APP CHALLENGE FINALISTS - DREXEL NGO AND ALINA RAMOS

[2.] OLD BUSINESS – None.

[3.] CONSENT CALENDAR ITEM NOS. 3A-3H

All items under the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion. Specific items may be removed from the Consent Calendar at the request of any member of the City Council for separate consideration.

3-A. MINUTES

It is recommended that the City Council consider:

- (1) Approving the minutes from the regular meeting of January 15, 2025 and the special meeting of January 21, 2025; and
- (2) Taking such additional, related, action that may be desirable.

3-B. MONTHLY INVESTMENT REPORT – JANUARY 2025

It is recommended that the City Council consider:

- (1) Receiving and filing the monthly investment report; and
- (2) Taking such additional, related, action that may be desirable.

3-C. CONSIDERATION AND POSSIBLE ACTION TO ADOPT RESOLUTION DECLARING UNCLAIMED MONIES AS PROPERTY OF THE CITY OF MONTEREY PARK AND ORDERING IT TRANSFERRED TO THE CITY'S GENERAL FUND PURSUANT TO GOVERNMENT CODE §§ 50050, ET SEQ.

It is recommended that the City Council consider:

- (1) Adopting a Resolution declaring unclaimed monies as property of the City of Monterey Park and ordering it transferred to the City's General Fund; and
- (2) Taking such additional, related, action that may be desirable.

3-D. ADOPTING A RESOLUTION APPOINTING AN INTERIM DIRECTOR OF COMMUNITY DEVELOPMENT PURSUANT TO GOVERNMENT CODE § 21221(H) AND EXECUTIVE ORDER NO. N-25-20

It is recommended that the City Council consider:

- (1) Adopting a resolution requesting appointment for the position of Interim Director of Community Development pursuant to Government Code § 2122(H) and Executive Order No. N-25-20;
- (2) Authorizing the City Manager to execute an agreement between the City of Monterey Park and the Interim Director of Community Development in a form approved by the City Attorney; and
- (3) Taking such additional, related, action that may be desirable.

3-E. 2024 MONTEREY PARK GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORT

It is recommended that the City Council consider:

- (1) Receiving and filing the 2024 General Plan and Housing Element Annual Progress Report;
- (2) Directing the City Manager, or designee, to forward a copy of the report to the Governor's Office of Planning and Research ("OPR") and the State Department of Housing and Community Development ("HCD") before April 1, 2025; and
- (3) Taking such additional, related, action that may be desirable.

3-F. CONSIDERATION AND POSSIBLE ACTION TO ADOPT A RESOLUTION AMENDING THE CAPITAL IMPROVEMENT PLAN AND RECEIVE AND FILE A SUMMARY OF THE WINDSTORM AND FIRESTORM LOCAL EMERGENCY

It is recommended that the City Council consider:

- (1) Receiving and Filing this staff report summarizing the status of windstorm and firestorm local emergency;
- (2) Adopting a Resolution to add projects to the Fiscal Year 2024-25 Capital Improvement Program; and
- (3) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The City reviewed the environmental impacts of the extension under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), and 15378 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, and activities that do not constitute a "project" as defined, respectively. This activity reflects administrative changes and policy making. Accordingly, this activity is exempt from further review.

3-G. RECEIVE AND FILE STAFF REPORT SUMMARIZING THE STATUS OF THE EMERGENCY REPLACEMENT OF FIRE DEPARTMENT SELF-CONTAINED BREATHING APPARATUS

It is recommended that the City Council consider:

- (1) Receive and file this staff report summarizing the status of the emergency replacement of self-contained breathing apparatus; and
- (2) Taking such additional, related, action that may be desirable.

3-H. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY MANAGER, OR DESIGNEE, TO ACCEPT CALIFORNIA LIBRARY ASSOCIATION GRANT FUNDING AND APPROPRIATE FUNDING INTO 2024-25 FISCAL YEAR BUDGET

It is recommended that the City Council consider:

- (1) Authorizing the City Manager, or designee, to accept \$4,500 in California Library Association grant funding to purchase books;
- (2) Authorize the City Manager to appropriate the \$4,500 grant funding into the 2024-25 Fiscal Year budget; and
- (3) Taking such additional, related, action that may be desirable.

[4.] PUBLIC HEARING

4-A. ADOPTION OF A RESOLUTION IMPLEMENTING THE SMALL BUSINESS ASSISTANCE PROGRAM USING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND A RESOLUTION TO AWARD A MEMORANDUM OF UNDERSTANDING TO THE CHINATOWN SERVICE CENTER FOR THE IMPLEMENTATION AND ADMINISTRATION OF THE SMALL BUSINESS ASSISTANCE PROGRAM

It is recommended that the City Council consider:

- (1) Opening the public hearing, taking testimonial evidence, and closing the public hearing;
- (2) Approving the implementation of the Small Business Assistance Program (SBAP) using an initial allocation of \$200,000 in Community Development Block Grant (CDBG) funds, 20% of which would be allocated for program administration, to support local businesses facing economic challenges and the lingering effects of the mass shooting tragedy and COVID-19 pandemic. Subject to funding availability, the City may allocate additional funds to support the program;
- (3) Adopt a resolution to adopt policies and procedures for distributing CDBG funds to qualified expenses and businesses and/or property owners participating in the SBAP to ensure compliance with all applicable CDBG regulations; and
- (4) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The City reviewed the environmental impacts of the draft Resolution pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), 15378, and 15308 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, activities that do not constitute a "project" as defined, and actions to protect the environment, respectively. This activity is for general policies and procedure-making intended to promote economic development. Any subsequent construction or development will be evaluated separately under the CEQA Guidelines. Accordingly, the draft Resolution is exempt from further review.

[5.] NEW BUSINESS – None.

[6.] CITY COMMUNICATIONS (CITY COUNCIL)

6-A. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK RECOGNIZING MARCH 2025 AS EMPLOYEE APPRECIATION MONTH (AS REQUESTED BY MAYOR NGO)

It is recommended that the City Council consider:

- (1) Adopting a Resolution recognizing March 2025 as employee appreciation month; and
- (2) Taking such additional, related, action that may be desirable.

6-B. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA, DECLARING AND RECOGNIZING THE MONTH OF MARCH 2025 AS AMERICAN RED CROSS MONTH (AS REQUESTED BY COUNCIL MEMBER WONG)

It is recommended that the City Council consider:

- (1) Adopting a Resolution declaring and recognizing the month of March 2025 as American Red Cross Month; and
- (2) Taking such additional, related, action that may be desirable.

6-C. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA, DECLARING AND RECOGNIZING MARCH 2-6, 2025, AS READ ACROSS AMERICA WEEK (AS REQUESTED BY COUNCIL MEMBER SANCHEZ)

It is recommended that the City Council consider:

- (1) Adopting a Resolution declaring and recognizing March 2-6, 2025, as Read Across America Week; and
- (2) Taking such additional, related, action that may be desirable.

6-D. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA, DECLARING AND RECOGNIZING THE MONTH OF MARCH 2025 AS WOMEN'S HISTORY MONTH, A NATIONAL CELEBRATION THAT HIGHLIGHTS THE CONTRIBUTIONS OF WOMEN TO EVENTS IN HISTORY AND CONTEMPORARY SOCIETY (AS REQUESTED BY COUNCIL MEMBER SANCHEZ)

It is recommended that the City Council consider:

- (1) Adopting a Resolution declaring and recognizing the month of March 2025 as Women's History Month, a national celebration that highlights the contributions of women to events in history and contemporary society; and
- (2) Taking such additional, related, action that may be desirable.

[7.] FUTURE AGENDA ITEMS

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

ADJOURN



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3A

TO: The Honorable Mayor and City Council
FROM: Maychelle Yee, City Clerk
SUBJECT: Minutes

RECOMMENDATION:

It is recommended that the City Council consider:

1. Approving the minutes from the regular meeting of January 15, 2025, and the special meeting of January 21, 2025.
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

None.

FISCAL IMPACT:

None.

Respectfully submitted by:

A blue ink signature of Maychelle Yee, written in a cursive style.

Maychelle Yee
City Clerk

Prepared by:

A blue ink signature of Michelle Martinez, written in a cursive style.

Michelle Martinez
Office Assistant II

Approved by:

A blue ink signature of Inez Alvarez, written in a cursive style.

Inez Alvarez
City Manager

ATTACHMENT(S):

1. Draft Minutes

ATTACHMENT 1

Draft Minutes

**MINUTES
MONTEREY PARK CITY COUNCIL
FINANCING AUTHORITY (MPFA)
HOUSING AUTHORITY (MPHA)
GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD)
SUCCESSOR AGENCY (SA)
REGULAR MEETING
JANUARY 15, 2025**

The City Council, the Financing Authority (MPFA), the Housing Authority (MPHA), the Geologic Hazard Abatement District (GHAD), and the Successor Agency (SA) of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, January 15, 2025 at 6:30 p.m.

CALL TO ORDER:

Mayor Ngo called the meeting to order at 6:34 p.m.

FLAG SALUTE: The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Yee called the roll:

Council Members Present: Henry Lo, Vinh Ngo, Jose Sanchez, Thomas Wong,
Elizabeth Yang

Council Members Absent: None

ALSO PRESENT: City Treasurer Amy Lee, City Manager Inez Alvarez, City Attorney Karl Berger, Assistant City Manager Diana Garcia, Fire Chief Chris Thompson, Police Chief Scott Wiese, Director of Human Resources and Risk Management Christine Tomikawa, Director of Community Development Jessica Serrano, Director of Finance Martha Garcia, City Librarian Kristin Olivarez, Director of Public Works Shawn Igoe, Director of Recreation and Community Services Robert Aguirre, Economic Development Manager Joseph Torres, Financial Services Manager Laura Borjon, Planning Manager Beth Chow, Engineering Manager/Transtech Consultant Ziad Mazboudi, Senior Planner Eliana Muñoz, Deputy City Clerk Cindy Trang, Office Assistant II Michelle Martinez

VIRTUALLY PRESENT: None

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS:

City Manager Alvarez announced the additions of Public Works and Recreation and Community Services in Staff Communications.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent service, foster growth and opportunity,
and create a joyous and collaborative environment.

PUBLIC COMMUNICATIONS:

- Joseph Leon introduced himself as the city's representative on the San Gabriel Valley Mosquito and Vector Control Board. He emphasized his ongoing effort to support the community and provided information to the Council about the recent fire tragedies and how it will have no current effect on the upcoming mosquito season. Mr. Leon briefly spoke about his experience on the board and encouraged the residents to utilize the free services provided by the San Gabriel Valley Mosquito and Vector Control Board.
- Jose Villegas spoke about the Inclusionary Housing Ordinance (IHO), detailing his appreciation of the City and urged the City Council to consider extending or postponing the IHO.
- Bill Lam questioned the lack of a Candidate Forum in the 2024 election. He requested the City Council to implement a forum in the next election, allowing residents to meet and interact with the candidates running in local government.

STAFF COMMUNICATIONS:

- City Manager's Office: Assistant City Manager Garcia spoke about the upcoming Candlelight Vigil for the two-year remembrance of the tragic events that occurred on January 21, 2023
- Library: City Librarian Olivarez provided updates about the programs and events happening at the Library which include English and Citizenship Preparation Classes; an Autism Spectrum Disorder Workshop hosted by the Chinatown Service Center Health Division; activities throughout the week of Lunar New Year; a workshop dedicated to the fundamentals of starting a new business, hosted by Paradise Cookies and Ice Cream and the Stargazers Day event, which incorporate the launch of stargazing kits set to be available to check out on February 3, 2025.
- Community Development: Economic Development Manager Torres announced the launch of a new initiative: the Love Monterey Park Shop and Dine Campaign. He depicted details about the campaign, highlighting its goal to foster a deeper connection with the residents and small businesses while striving for economic growth.
- Recreation and Community Services: Director of Recreation and Community Services Aguirre highlighted the Lunar New Year Festival set for January 18, 2025 and January 19, 2025 and spoke about the upcoming open house for the Parks Systems Master Plan.
- Public Works: Director of Public Works Igoe announced the dates and locations for the Community Clean-up, a free drop-off event for the residents.

1. PRESENTATION:

The matters listed under presentation are informational content and for discussion only.

1-A. DEVELOPMENT UPDATES – COMMUNITY DEVELOPMENT

Economic Development Manager Torres presented an overview of the development process and provided information on the current development projects in the city which include, the Multi-Family Condominium at 338-410 S. Alhambra Ave; 1969 S. Atlantic Ave; a building upgrade for the Lincoln Center at 100-120 N. Garfield Ave; the Celdon Mix-Use project on Garvey Ave and Garfield Ave; Whitmore Villas at 126 N. New Ave; a new market on 283 E. Garvey Ave; the new Holiday Inn Suites at 400 N Atlantic Blvd and mentioned the new businesses that have opened in 2024.

2. OLD BUSINESS:

2-A. UPDATE ON THE WORK OF THE JANUARY 21 MEMORIAL AD HOC SUBCOMMITTEE AND CONSIDERATION OF FURTHER ACTION

The January 21 Memorial Ad Hoc Subcommittee made progress in exploring options for a permanent memorial to honor the victims of the 2023 mass shooting and learning more about how other communities affected by mass violence have addressed this important work. Staff is updating Council on the progress of the Subcommittee and asking for further direction from City Council on next steps.

Discussion: Assistant City Manager Garcia provided a PowerPoint presentation depicting details about the subcommittee's progress and potential options of direction to the City Council.

Andrea Tsang from the Chinatown Service Center and the Monterey Park Hope Resiliency Center was available for questions.

Action Taken: The City Council received and filed this report on the permanent memorial process and provided further directions to staff on next steps which include reporting back in April with the results of the survey and providing design options/potential locations for a memorial.

Motion: Moved by Council Member Wong and seconded by Council Member Lo, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

2-B. DISCUSSION OF FINDINGS ON CITY'S UPDATED INCLUSIONARY HOUSING ORDINANCE FEASIBILITY/FEE STUDY

On September 6, 2023, the City Council adopted an Inclusionary Housing Ordinance ("IHO") and an in-lieu fee formula to encourage affordable housing in Monterey Park. The Council also directed the City Manager to assess the IHO's financial feasibility and recommend in-lieu fees where necessary. To assist in this evaluation, the City partnered with the San Gabriel Valley Council of Governments ("SGVCOG") and engaged Economic & Planning Systems ("EPS") for a tailored feasibility study.

On January 17, 2024, the feasibility study was presented to City Council and found that the IHO's requirements could present financial challenges for new residential projects, particularly smaller and mid-sized developments. Based on this analysis, the City Council directed staff to pause enforcement of the IHO for one year and revisit its financial feasibility in the coming year.

EPS was hired to review the previously prepared feasibility study and update it to reflect current market conditions. In updating the feasibility study, during the Council-directed IHO enforcement pause, EPS looked at both direct and indirect factors that may change the financial feasibility of implementing the IHO. The study's overall conclusion states that while the requirements of the IHO are likely to remain financially challenging for new residential development within the City and may constrain new projects, current market conditions have demonstrated improved feasibility of new residential projects overall since the previous analysis.

Discussion: Director of Community Development Serrano and Planning Manager Chow introduced Senior Associate Chinmay Damle and Principal Julie Cooper from Economic and Planning Systems Inc. (EPS) to present the City's feasibility study.

Senior Associate Damle and Principal Cooper from EPS presented a PowerPoint Presentation about the City's Inclusionary Housing Ordinance (IHO) feasibility study and provided potential options of consideration to the City Council.

Action Taken: The City Council received and filed the report and presentation and provided direction to staff to as follows: temporarily pause the IHO requirements for at least 9 months - 12 months and return to City Council with an updated financial feasibility study for consideration by the Council in December or January (2026). During this pause, Staff is directed to (1) adjust the requirements of IHO relating to projects automatically qualifying for the State Density Bonus and (2) the adoption of an in-lieu fee at a level that is higher or equivalent of providing units on-site.

Motion: Moved by Council Member Wong and seconded by Mayor Pro Tem Yang, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

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

All items under the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion. Specific items may be removed from the Consent Calendar at the request of any member of the City Council for separate consideration.

Action Taken: The City Council approved and adopted Agenda Item Nos. 3A, 3B, 3C, 3D, 3E, on Consent Calendar, excluding Item Nos. 3F and 3G which were pulled for separate discussion, separate motion, reading resolutions and ordinances by the title only and waiving further reading thereof.

Motion: Moved by Council Member Lo and seconded by Council Member Sanchez, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

3-A. MONTHLY INVESTMENT REPORT – DECEMBER 2024

As of December 31, 2024, invested funds for the City of Monterey Park total \$90,954,510.04

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

3-B. WAIVE FURTHER READING AND ADOPT AN ORDINANCE ESTABLISHING A BUSINESS LICENSE TAX SCHEDULE

On November 5, 2024, voters adopted Measure BE which updated the structure of the City's business license tax to be based on a business's gross receipts. The measure was adopted based upon a 70.46% voter approval.

In order to continue to be an attractive place for larger businesses to operate, City staff is recommending a scaled business license tax (BLT) schedule for businesses earning over \$25,000,000 annually. The City is also seeking approval for one-time extension for renewal of business license tax, due and payable by April 1, 2025.

The Ordinance was introduced and received first reading at the December 18, 2024, City Council meeting. Second reading and adoption of this Ordinance is recommended. If adopted, the Ordinance will replace Urgency Ordinance.

Action Taken: The City Council waived the second reading and adopted Ordinance No. 2258, on Consent Calendar.

Ordinance No. 2258

AN UNCODIFIED ORDINANCE ESTABLISHING A BUSINESS LICENSE TAX SCHEDULE BASED ON BUSINESS GROSS RECIEPTS

3-C. WAIVE FURTHER READING AND ADOPT AN ORDINANCE SETTING SPEED LIMITS BASED UPON CERTIFICATION OF THE 2017 ENGINEERING AND TRAFFIC SURVEY FOR SPEED LIMITS EFFECTIVE THROUGH OCTOBER 2031 AND THE 2024 ENGINEERING AND TRAFFIC SURVEY OF 26 LOCATIONS FOR SPEED LIMITS THROUGH OCTOBER 2038

The City's consultant, Transtech Engineers, Inc., assessed and certified 45 segments listed in the City's 2017 Engineering and Traffic Survey and determined that no significant changes in roadway or traffic conditions have occurred on these segments, (see Attachment 2, to the staff report) including, without limitation, changes in adjoining property or land use, roadway width, or traffic volume, and therefore the posted speed limits are valid for 14 years from the adopted date of the survey effective between October 2017 through October 2031.

Twenty-six of the original 73 segments from the 2017 city-wide speed survey were separately reviewed and a new engineering and traffic survey ("ETS") was completed for these segments.

The Ordinance was re-introduced and received first reading at the December 18, 2024 City Council meeting. Second reading and adoption of this Ordinance is recommended. If adopted, the Ordinance will take effect in 30 days.

Action Taken: The City Council waived the second reading and adopted Ordinance No. 2259, on Consent Calendar.

Ordinance No. 2259

AN ORDINANCE ESTABLISHING SPEED LIMITS FOR CERTAIN LOCATIONS AS PROVIDED BY MONTEREY PARK MUNICIPAL CODE § 10.32.010(B) IN ACCORDANCE WITH VEHICLE CODE § 22357 BASED UPON AN ENGINEERING AND TRAFFIC SURVEY AS DEFINED BY VEHICLE CODE § 627

3-D. CONSIDERATION AND POSSIBLE ACTION TO WAIVE SECOND READING OF AN ORDINANCE AMENDING THE MONTEREY PARK MUNICIPAL CODE CHAPTER 2.32 UPDATING EMPLOYEE RELATIONS

The City conducted a review of the Employee Relations section in the Monterey Park Municipal Code ("MPMC"). This occurred after the California Public Employment Relations Board ("PERB") found that the City's procedures for recognizing associations/unions were insufficient for making an appropriate union designation. The proposed changes to MPMC Chapter 2.32 provide the appropriate procedures and processes to recognize or appeal new associations/unions. City representatives discussed and reviewed the MPMC section modification with representatives from the current recognized associations/unions. The association/union representatives had an opportunity to meet and discuss the impacts of the revisions and the groups agreed with the revisions. The proposed amendments to the MPMC provide processes and procedures for associations recognition along with appeal and decertification procedures.

The Ordinance was introduced and first reading was waived at the December 18, 2024 City Council meeting. Second reading and adoption of the Ordinance is recommended. If adopted, the ordinance will take effect in 30 days.

Action Taken: The City Council waived second reading and adopted Ordinance No. 2260 amending Chapter 2.32 of Monterey Park Municipal Code ("MPMC") revising Employee Relations procedures, on Consent Calendar.

Ordinance No. 2260

AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE CHAPTER 1.32 IN ITS ENTIRETY GOVERNING EMPLOYER-EMPLOYEE RELATIONSHIP AND BARGAINING UNITS

3-E. RECEIVE AND FILE THE FIRE DEPARTMENT'S 2024 ANNUAL REPORT

The 2024 Fire Department ("Department") Annual Report provides an overview of the Fire Department's past operational year. The report highlights the Department's goals and accomplishments. Included in the report are some of the major accomplishments made by staff during the past year, highlighting the work performed by Department staff.

To ensure residents and community members are informed of the Department's accomplishments and efforts over the past year, the report is posted on the City's website, under Department's Operations page. The report will also be shared on the City's social media accounts as well.

Action Taken: The City Council received and filed the Fire Department's 2024 Annual Report, on Consent Calendar.

3-F. RECEIVE AND FILE STAFF REPORT SUMMARIZING THE STATUS OF THE EMERGENCY REPLACEMENT OF FIRE DEPARTMENT SELF-CONTAINED BREATHING APPARATUSES

On December 18, 2024, City Council adopted Resolution No. 2024-R98 authorizing the City Manager to take necessary measures for the emergency replacement of self-contained breathing apparatuses ("SCBA") for the Fire Department. SCBAs are critical personal protective equipment for fire suppression staff and the Department's current inventory is no longer supported for repairs and replacement parts as of December 16, 2024. To ensure fire suppression staff are properly protected, the current inventory of SCBAs needs immediate replacement.

Staff obtained a quote from Bauer Compressors, Inc. for the replacement of SCBAs, which includes both the items and a comprehensive service warranty for \$633,812.92.

The City ordered the replacement SCBAs from Bauer Compressors on December 19, 2024. The vendor provided a 60-day delivery timeline, with anticipated delivery in the middle of February 2025. When the items are received, immediate training and calibration will take place, and then the SCBAs will be deployed for use.

Action Taken: The City Council received and filed the staff report summarizing the status of the emergency replacement of self-contained breathing apparatuses.

Motion: Moved by Council Member Wong and seconded by Mayor Pro Tem Yang, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

3-G. AWARD OF PROFESSIONAL SERVICES AGREEMENT TO KIMLEY-GORM AND ASSOCIATES, INC. FOR THE PREPARATION OF PLANS, SPECIFICATIONS AND ENGINEER'S ESTIMATES ("PS&E") FOR MONTEREY PASS ROAD COMPLETE STREET PROJECT

The City was awarded funding through the Los Angeles County Metropolitan Transportation Authority ("LACMTA") Project ID# MR2.5.3.01 and FTIP #LA9919133. The City released a Request for Proposals ("RFP") and received four proposals for the preparation of PS&E for Monterey Pass Road Complete Street Project. Following an extensive selection process that included interviews of all four firms, the Public Works Director ("Director") selected Kimley-Horn and Associates, Inc. as the most qualified consultant for this work. The Director requests City Council approval to enter into an agreement with Kimley-Horn and Associates, Inc., in an amount not to exceed \$1,883,170, for the preparation of PS&E for Monterey Pass Road Complete Street Project (the "Contract").

Discussion: Director of Public Works Igoe presented a PowerPoint presentation about an overview of the Monterey Pass Road Complete Street Project.

Action Taken: The City Council authorized the City Manager to execute a Professional Services agreement with Kimley-Horn and Associates, Inc. for the preparation of PS&E for Monterey Pass Road Complete Street Project in an amount not to exceed \$1,883,170.

Motion: Moved by Council Member Sanchez and seconded by Council Member Wong, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

4. PUBLIC HEARING: None.

5. NEW BUSINESS

5-A. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA APPOINTING COUNCIL REPRESENTATIVES TO SPECIFIC ORGANIZATIONS

The City Council generally appoints representatives to various regional and community organizations annually. Appointments are recommended by the Mayor and confirmed by the City Council.

Action Taken: The City Council adopted Resolution No. 2025-R1 appointing representatives to specific organizations.

Motion: Moved by Council Member Wong and seconded by Mayor Pro Tem Yang, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

Resolution No. 2025-R1

A RESOLUTION APPOINTING CITY COUNCILMEMBERS TO SPECIFIC ORGANIZATIONS

6. CITY COMMUNICATIONS (CITY COUNCIL)

6-A. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA DECLARING THE MONTH OF JANUARY 2025 AS NATIONAL HUMAN TRAFFICKING PREVENTION MONTH (AS REQUESTED BY COUNCIL MEMBER SANCHEZ)

Action Taken: The City Council adopted Resolution No. 2025-R2 declaring the month of January 2025 as National Human Trafficking Prevention Month.

Motion: Moved by Council Member Wong and seconded by Council Member Sanchez motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None

Resolution No. 2025-R2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA, DECLARING THE MONTH OF JANUARY 2025 AS NATIONAL HUMAN TRAFFICKING PREVENTION MONTH

CITY COUNCIL COMMUNICATIONS

Council Member Wong wished the community a happy New Year and a happy Lunar New Year, expressed his condolences to the victims affected by the recent fires, shared his appreciation to the Fire and Police Department and requested to adjourn the meeting in honor of longtime resident Chih Fen Wang.

Council Member Sanchez wished everyone a happy New Year and Lunar New Year, spoke about the meaning of the year of the snake, shared his condolences to the victims affected by the recent fires and shared his gratitude to the Fire and Police Departments for supporting the communities in need.

Council Member Lo expressed a happy New Year to the residents and conveyed his gratefulness to staff for their diligence in providing mutual aid to the communities in need.

Mayor Pro Tem Yang echoed words of acknowledgement to the Fire and Police Departments for their hard efforts during the fires, urged residents to report any fires within the city, recommended the GoMPK application for bulky item pick-ups, encouraged residents to apply for the vacant commissioner positions and wished the community a happy New Year and Lunar New Year.

Mayor Ngo spoke of his attendance at the Mayoral Installation at the City of Rosemead, summarized his condolences with the recent tragic events, emphasized his appreciation to the Fire and Police Departments and to the City Manager's office for providing support and updates to the City and expressed his enthusiasm towards the new year.

7. FUTURE AGENDA ITEMS

Council Member Sanchez requested to invite the neighboring school districts to present updates to the City Council.

Council Member Lo requested a Resolution to prohibit price gouging in the City during a state emergency and directed staff to provide resources for residents on state laws emphasizing the prohibition of price gouging.

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

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 9:50 p.m. in memory of longtime resident Chih Fen Wang, the victims of the recent fire disaster and the victims of the tragic events that occurred January 21, 2023.

Maychelle Yee
City Clerk

Approved on MM DD, 2025, at the Regular City Council Meeting

**MINUTES
MONTEREY PARK CITY COUNCIL
FINANCING AUTHORITY (MPFA)
HOUSING AUTHORITY (MPHA)
GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD)
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
JANUARY 21, 2025**

The City Council, the Financing Authority (MPFA), the Housing Authority (MPHA), the Geologic Hazard Abatement District (GHAD), and the Successor Agency (SA) of the City of Monterey Park held a Special Meeting of the Council Special Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, January 21, 2025, at 5:15 p.m.

CALL TO ORDER:

Mayor Ngo called the meeting to order at 5:29 p.m.

FLAG SALUTE:

None.

ROLL CALL:

Deputy City Clerk Trang called the roll:

Council Members Present: Henry Lo, Vinh Ngo, Jose Sanchez, Thomas Wong,
Elizabeth Yang

Council Members Absent: None

ALSO PRESENT: City Manager Inez Alvarez, Assistant City Manager Diana Garcia, Assistant City Attorney Justin Tamayo, Director of Finance Martha Garcia, Director of Public Works Shawn Igoe, Director of Human Resources and Risk Management Christine Tomikawa, Fire Chief Chris Thompson

VIRTUALLY PRESENT: None

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None.

PUBLIC COMMUNICATIONS: None.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent service, foster growth and opportunity,
and create a joyous and collaborative environment.

[1.] OPEN SESSION

1-A. DECLARATION OF EMERGENCY: WINDSTORM AND FIRESTORM EVENTS

On January 7, 2025, Los Angeles and Ventura Counties experienced severe wind events and devastating fires that caused widespread damage to private and public property in local communities leaving infrastructure, buildings, and roads damaged or destroyed. The events also resulted in power outages, downed trees, and significant debris. Locally, the City of Monterey Park (“City”) was impacted by these events resulting in the need of immediate response from City employees and contractors. While City employees continue to assess the impacts from these events, the Public Works Director (“Director”) and Fire Chief (“Chief”) identified risks to City operations and emergency responses. The Director and Chief recommend that the City Council adopt a resolution ratifying the City Manager’s administrative declaration of emergency regarding the recent wind events and fires to protect public health, safety, and general welfare.

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.

Action Taken: The City Council adopted Resolution No. 2025-R3 declaring a local emergency resulting from the windstorm and firestorm events identified on or about January 7, 2025, ratifying the City Manager’s administrative Declaration of Emergency dated January 16, 2025, ratifying the City Manager’s Order for Urgency Abatement, and authorizing the City Manager to directly negotiate contracts pursuant to Public Contract Code §§ 20168 and 2205 and authorized the Public Works Director to approve change orders and contingency as appropriate up to 15% of the contract amount for these projects.

Motion: Moved by Council Member Wong and seconded by Mayor Pro Tem Yang, motion carried by the following vote:

Ayes:	Council Members:	Wong, Sanchez, Lo, Yang, Ngo
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None
Recusal:	Council Members:	None.

Resolution No. 2025-R3

A RESOLUTION DECLARING A LOCAL EMERGENCY RESULTING FROM THE WINDSTORM AND FIRESTORM EVENTS IDENTIFIED ON OR ABOUT JANUARY 7, 2025, RATIFYING THE CITY MANAGER'S ADMINISTRATIVE DECLARATION OF EMERGENCY DATED JANUARY 16, 2025, RATIFYING THE CITY MANAGER'S ORDER FOR URGENCY ABATEMENT, AND AUTHORIZING THE CITY MANAGER TO DIRECTLY NEGOTIATE CONTRACTS PURSUANT TO PUBLIC CONTRACT CODE §§ 20168 AND 22050

FUTURE AGENDA ITEMS

The City Council directed staff to research programs and resources to support undocumented immigrants in relation to President Trump's deportation plan and to return for a discussion at a future City Council meeting.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 5:37 p.m.

Maychelle Yee
City Clerk

Approved on MM DD, 2025, at the Regular City Council Meeting



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3B

TO: The Honorable Mayor and City Council
FROM: Amy Lee, City Treasurer
SUBJECT: Monthly Investment Report – January 2025

RECOMMENDATION:

It is recommended that the City Council consider:

1. Receiving and filing the monthly investment report; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

As of January 31, 2025, invested funds for the City of Monterey Park total \$91,257,894.74.

BACKGROUND:

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates and maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months. The attached monthly investment report includes a portfolio summary from Chandler Asset Management.

Respectfully submitted by:

Prepared by:

A handwritten signature in black ink, appearing to be "Amy Lee".

Amy Lee
City Treasurer

A handwritten signature in black ink, appearing to be "Martha Garcia".

Martha Garcia
Finance Director

Approved by:

A handwritten signature in blue ink, appearing to be "Inez Alvarez".

Inez Alvarez
City Manager

ATTACHMENT:

1. Monthly Investment Report

ATTACHMENT 1

Monthly Investment Report

**CITY OF MONTEREY PARK
INVESTMENT REPORT
JANUARY 31, 2025**

INVESTMENTS PORTFOLIO PROFILE:
TOTAL BALANCE AT 1/31/2025

\$ 91,257,894.74

INVESTMENT COMPOSITION

(1) <u>LA COUNTY POOLED INVESTMENT FUND</u>	ON DEMAND	3.72%	<u>\$ 26,064,088.34</u>
(2) <u>LOCAL AGENCY INVESTMENT FUND</u>	ON DEMAND	4.366%	<u>\$ 32,045,604.29</u>
(3) <u>CHANDLER ASSET MANAGEMENT</u>		4.79%	<u>\$ 25,787,202.11</u>

(4) <u>CERTIFICATES OF DEPOSIT</u>	Purchase Date	Maturity Date	Interest Rate	
1 VALLIANCE BANK	03/18/22	03/18/25	1.40%	245,000
2 STATE BANK OF TEXAS	03/25/22	03/25/25	1.45%	245,000
3 FIRST FED SAVINGS & LOAN	03/30/22	03/31/25	2.00%	245,000
4 LAFAYETTE FEDERAL CREDIT UNION	03/30/22	03/31/25	2.20%	245,000
5 COMENITY CAPITAL BANK	04/14/22	04/14/25	2.55%	245,000
6 AMERICU CREDIT UNION	04/21/22	04/21/25	2.30%	245,000
7 BALBOA THRIFT & LOAN	04/29/22	04/29/25	2.00%	245,000
8 SOUTHEAST BANK	02/06/23	02/06/25	4.55%	245,000
9 RED CROWN FCU	02/22/23	02/21/25	4.85%	245,000
10 TECHNOLOGY FCU	02/24/23	02/24/25	5.00%	245,000
11 UFIRST FEDERAL CREDIT UNION	02/24/23	08/25/25	4.85%	245,000
12 SEA COMM FEDERAL CREDIT UNION	03/02/23	03/03/25	4.90%	245,000
13 WESTERN ALLIANCE BANK	05/05/23	05/05/25	4.85%	245,000
14 GLOBAL CREDIT UNION	05/12/23	05/12/25	4.85%	245,000
15 BANK OF AMERICA	07/24/24	07/24/25	4.85%	245,000
16 FLASTAR BANK NA	07/25/24	01/26/26	4.85%	245,000
17 CONNEX CU	08/06/24	08/06/25	4.95%	245,000
18 TRUSTONE FINANCIAL FCU	08/15/24	08/15/25	4.45%	245,000
19 PREFERRED BANK	09/03/24	09/03/25	4.41%	100,000
20 PREFERRED BANK	09/08/24	09/08/25	4.41%	150,000
21 FINANCIAL PARTNERS CREDIT UNION	09/13/24	09/12/25	4.35%	245,000
22 BARCLAYS BANK	09/18/24	09/18/25	4.30%	239,000
23 ROCKLAND FEDERAL CREDIT UNION	09/25/24	09/25/25	4.50%	245,000
24 KEYPOINT CREDIT UNION	10/30/24	10/30/25	4.35%	245,000
25 RIZE FED CREDIT UNION	12/13/24	12/14/26	4.25%	245,000
26 FIRST SEACOAST BANK	01/27/25	01/27/27	4.15%	247,000
27 GOLDMAN SACHS BANK	01/28/25	01/28/27	4.15%	244,000
28 FIRST BUSINESS BANK	01/30/25	01/29/27	4.15%	244,000
29 FIRST KY BANK	01/30/25	02/01/27	4.15%	249,000
30 AUSTIN TELCO FED CREDIT UNION	01/31/25	02/01/27	4.25%	249,000
31 SOUND CREDIT UNION	01/31/25	02/01/27	4.20%	249,000
<i>Total CDs (31)</i>			3.951%	<u>\$ 7,361,000.00</u>

OTHER INFORMATION:

BANK BALANCE: ⁽¹⁾

\$25,250,640.04

AVERAGE MATURITY DAYS

229

AVERAGE INTEREST RATE FOR THE MONTH

4.250%

THE CITY'S INVESTMENT HAS SUFFICIENT LIQUIDITY TO MEET THE CITY'S EXPENDITURE REQUIREMENTS FOR THE NEXT 180 DAYS. THE 180-DAY LIQUIDITY DISCLOSURE IS REQUIRED PER GOVERNMENT CODE 53646.

THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.

(1) Bank balance is maintained to cover outstanding warrants, payroll checks and on-going operating costs.

PORTFOLIO SUMMARY

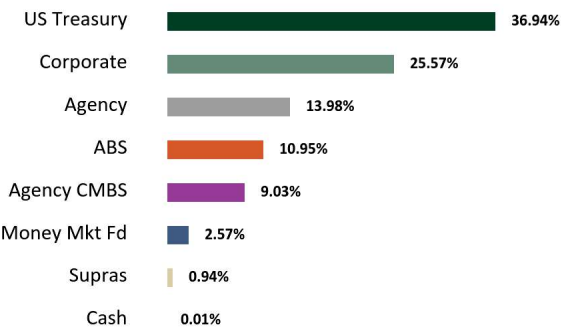


City of Monterey Park | Account #11189 | As of January 31, 2025

Portfolio Characteristics

Average Modified Duration	1.83
Average Coupon	4.28%
Average Purchase YTM	4.79%
Average Market YTM	4.37%
Average Quality*	AA+
Average Final Maturity	2.24
Average Life	1.90

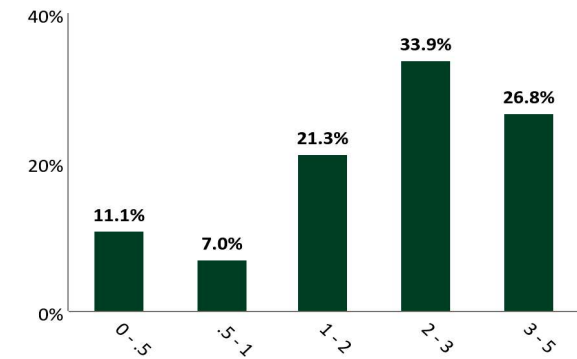
Sector Allocation



Account Summary

	End Values as of 12/31/2024	End Values as of 01/31/2025
Market Value	25,794,722.95	25,905,263.77
Accrued Interest	235,767.09	244,906.95
Total Market Value	26,030,490.04	26,150,170.72
Income Earned	120,771.56	103,595.70
Cont/WD	0.00	0.00
Par	25,907,769.63	25,991,822.75
Book Value	25,693,400.42	25,787,202.11
Cost Value	25,604,194.97	25,696,827.79

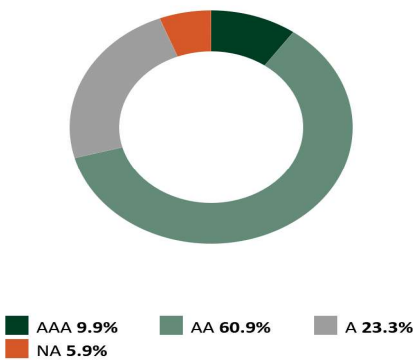
Maturity Distribution



Top Issuers

Government of The United States	36.94%
FHLMC	9.03%
Farm Credit System	7.00%
Federal Home Loan Banks	6.99%
First American Govt Oblig fund	2.57%
PACCAR Inc	2.22%
Bank of America Credit Card Trust	1.46%
John Deere Owner Trust	1.46%

Credit Quality (S&P)



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (03/12/24)
City of Monterey Park	0.47%	1.00%	0.47%	--	--	--	--	--	--
Benchmark Return	0.43%	0.96%	0.43%	--	--	--	--	--	--

*The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch
**Periods over 1 year are annualized.
Benchmark: ICE BofA 1-3 Year US Treasury & Agency Index Secondary Benchmark:



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3C

TO: The Honorable Mayor and City Council
FROM: Martha Garcia, Director of Finance
SUBJECT: Consideration and possible action to adopt Resolution declaring unclaimed monies as property of the City of Monterey Park and ordering it transferred to the City's General Fund pursuant to Government Code §§ 50050, et. seq.

RECOMMENDATION:

Staff recommends that the City Council consider:

1. Adopting a Resolution declaring unclaimed monies as property of the City of Monterey Park and ordering it transferred to the City's General Fund; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Adopting the attached Resolution will transfer unclaimed money that has remained in the City's possession for at least three years (one year for unclaimed money in an amount that is less than \$15) into the City's General Fund. Unclaimed money may be escheated to the City's General Fund pursuant to Government Code §§ 50050 to 50055, as described in the City's Administrative Policy No. 20-26 (Attachment 2), provided that the City first publishes notice in a newspaper of general circulation for at least two consecutive weeks.

Unless claimed or challenged by a verified complaint, the unclaimed monies become the property of the City at least 45 days, but no more than 60 days, after the initial public notice pursuant to Government Code §§ 50050 and 50051. The Finance Director ("Director") caused notice to be published in the Monterey Park Progress newspaper for two consecutive weeks on January 16, 2025, and January 23, 2025 (the "Notice"). The Director has not received any claims or complaints concerning the unclaimed monies.

BACKGROUND:

Escheat is a legal process of transferring ownership of unclaimed property to a governmental entity by operation of law. California Government Code §§ 50050 to 50055, as described in the City's Administrative Policy No. 20-26, implements a legal process for the City to escheat unclaimed monies and transfer them to the General Fund.

To escheat the unclaimed monies to the City, Government Code § 50051 requires the City to publish in a local newspaper of general circulation a public notice which states the

amount of money (\$15.00 or greater and at least three years old), the fund in which it is held, and that it is proposed that the monies will become the property of the City on a designated date not less than 45 days nor more than 60 days after the first publication of the notice. Unless claimed or challenged by a verified complaint by the designated due date in the public notice, unclaimed monies become the property of the City and the City Council may transfer the funds to the General Fund. Pursuant to Government Code § 50055, individual unclaimed monies less than \$15.00 and at least one year old may be transferred to the General Fund by the City Council without the necessity of public notification in the local newspaper.

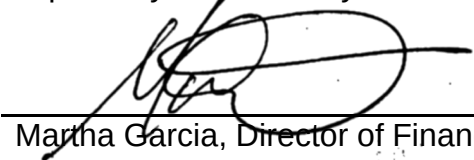
The Notice was published for two consecutive weeks on January 16, 2025, and January 23, 2025, in the Monterey Park Progress newspaper, identified the escheat date as March 3, 2025, and listed unclaimed monies totaling \$13,660.05. Additionally, the Director proactively contacts payees on the list via email or phone to inquire about the status of the outstanding payments and reissue any misplaced or lost checks.

The Director has not received any claims or written comments concerning the unclaimed monies by the due date designated in the public notice of March 3, 2025. The attached Resolution contains a list of the unclaimed monies in the public notice (\$15.00 or greater and at least three years old) that remain unclaimed and/or unchallenged by the escheat date. Attachment 1 also includes other individual unclaimed monies less than \$15.00 and at least one year old that are not subject to a public notice requirement before being escheated.

FISCAL IMPACT:

If the City Council approves this recommendation, the General Fund would increase by \$13,660.05

Respectfully submitted by:



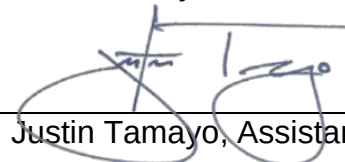
Martha Garcia, Director of Finance

Approved by:



Inez Alvarez, City Manager

Reviewed by:



Justin Tamayo, Assistant City Attorney

ATTACHMENTS:

1. Resolution with Exhibit A Unclaimed Funds
2. Unclaimed Monies Administrative Policy 20-26

ATTACHMENT 1

Resolution With Exhibit A Unclaimed Funds

RESOLUTION NO.

A RESOLUTION DECLARING UNCLAIMED MONIES AS PROPERTY OF THE CITY OF MONTEREY PARK AND TRANSFERRING IT TO THE CITY'S GENERAL FUND PURSUANT TO GOVERNMENT CODE § 50053.

BE IT RESOLVED by the City Council of the City of Monterey Park as follows:

SECTION 1. The City Council finds and declares as follows:

- A. This resolution escheats \$13,660.05 in unclaimed money to the City.
- B. Government Code §§ 50050, *et. seq.*, establishes a legal process for the City to escheat unclaimed monies and transfer them to the General Fund.
- C. A public notice was duly published for two consecutive weeks on January 16, 2025, and January 23, 2025, in the Monterey Park Progress newspaper, and identified the escheat date as March 3, 2025.
- D. The City did not receive any claims or written comments concerning the unclaimed monies on or before March 3, 2025.
- E. The City reviewed this Resolution's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA"), the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the "CEQA" Guidelines"), and the City's Environmental Guidelines.
- F. The findings in this Resolution are made based on the entire administrative record including testimony and evidence presented to the City Council at its March 5, 2025, regular meeting including, without limitation, the staff report submitted by the Finance Director.

SECTION 2. *Environmental Assessment.* The City reviewed the environmental impacts of the Project under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.* "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, *et seq.*, the "CEQA Guidelines"). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), and 15378 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, and activities that do not constitute a "project" as defined, respectively. This Resolution is for general policies and procedure-making. Any subsequent expenditures will be evaluated separately under the CEQA Guidelines. Accordingly, this Resolution is exempt from further review.

SECTION 3. *Action.* Pursuant to Government Code § 50053, the City Council:

A. Declares the unclaimed monies on the attached Exhibit “A,” which is incorporated by reference, in the total amount of \$13,660.05 escheated to the City; and

B. Authorizes and directs the City Manager, or designee, to transfer the escheated funds totaling \$13,660.05 to the City’s General Fund’s cash account.

SECTION 4. *Limitations.* The City Council’s analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council’s lack of knowledge of future events. In all instances, best efforts were made to form accurate assumptions. Somewhat related to this are the limitations on the City’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 5. *Summaries of Information.* All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 6. *Construction.* This Resolution must be broadly construed to achieve the purposes stated in this Resolution . It is the City Council’s intent that the provisions of this Resolution be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 7. *Severability.* If any part of this Resolution or its Application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 8. *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 9. The Mayor, or presiding officer, is authorized to affix its signature to this Resolution signifying its adoption by the City Council of the City of Monterey Park, and the City Clerk, or its duly appointed deputy, is directed to attest.

SECTION 10. *Effective Date.* This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

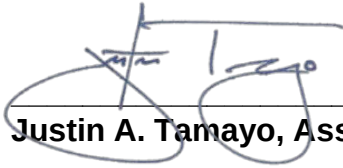
**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY
OF MONTEREY PARK THIS 5TH DAY OF MARCH 2025.**

Vinh T. Ngo, Mayor

ATTEST:

Maychelle Yee, City Clerk

**APPROVED AS TO FORM:
KARL H. BERGER, CITY ATTORNEY**

A handwritten signature in blue ink, appearing to read "Justin A. Tamayo", is written over a horizontal line.

Justin A. Tamayo, Assistant City Attorney

Exhibit A – List of Unclaimed Monies

Unclaimed funds on deposit for over three (3) years are:

4/9/2015	23433 Wong Y Lee	25.00
4/9/2015	23451 Guo Lin	46.46
4/9/2015	23455 Yun Ran Lu	140.27
5/21/2015	23459 Ping Shen	126.52
5/21/2015	23468 Peter Huang	37.27
5/21/2015	23470 Bing Yuan Liang	43.06
11/3/2015	23480 Wei Huang	46.69
11/3/2015	23489 Lisa Yung	58.79
11/3/2015	23497 Ya Si Li	26.11
11/3/2015	23502 Manuel E Cardoza	27.90
11/3/2015	23505 Han Investment Group	30.70
11/3/2015	23509 Antti Arvola	17.07
11/3/2015	23511 Jingzhi Wang	244.47
11/3/2015	23517 Johana C Guzman	18.30
11/3/2015	23541 Siyuan Zheng	27.38
11/3/2015	23543 George Tao	40.59
1/14/2016	23571 Darlene Nakamura	19.37
1/14/2016	23587 Lori Hernandez	59.00
3/10/2016	23598 Richard Bitters	16.30
4/15/2016	23603 Hong Yan Liu	95.91
4/15/2016	23609 Lac Tan La	50.00
4/15/2016	23612 Leonardo Fandino	25.00
4/15/2016	23616 Keith Hiung Hie	50.00
8/31/2016	23639 Caifeng Tan	137.72
11/21/2016	23665 Shaowen Ge	17.79
1/26/2017	23689 Zhang Ting	29.35
1/26/2017	23699 Ramen Yukinoya	77.18
1/26/2017	23705 Yongchen Li	28.30
1/26/2017	23712 Sung Hee Jeon	28.24
1/26/2017	23715 Henry Osaki	55.33
3/14/2017	23721 Hsiulan Lee	27.18
3/14/2017	23737 Sammy Sharko	217.78
4/19/2017	23750 Anh Du	20.75
8/22/2017	23784 Haohui Li	19.03
8/22/2017	23793 Bernice Trinh	26.73
8/22/2017	23800 Shogo Kato	23.36
12/5/2017	23821 Ki Ung Kim	48.27
12/5/2017	23833 George Armenta	50.00
12/5/2017	23835 Mai Ngoc Lam	50.00
12/5/2017	23837 Carlos Co	22.71
12/17/2018	23953 Shen Yang Restaurant	50.00
2/28/2018	23861 Kamal Singh	21.02
2/28/2018	23862 Roger Jimenez	40.00
2/28/2018	23864 Wenbin Lin	33.59

Unclaimed funds on deposit for over three (3) years are:

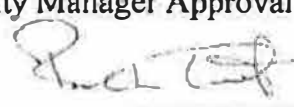
5/10/2018	23881 In Suk Kim	33.58
5/10/2018	23883 Zehcnas Aerospace	39.85
6/18/2018	23886 Angela Munoz	23.47
6/18/2018	23902 Jeanie Joe Mar	142.15
9/6/2018	23914 Shilin He	57.93
10/18/2018	23942 Mengdi Tao	31.58
10/18/2018	23946 Angelo Angeles	50.00
12/17/2018	23957 Peggy K Wu	41.99
12/17/2018	23958 Hsieu Chi Liu	50.00
2/25/2019	23990 Berry A Kennedy	51.84
5/15/2019	23996 Xing Wang Corp	50.00
5/15/2019	23999 Carlos Anadon	88.69
5/15/2019	24005 Yang Liu	22.87
7/23/2019	24028 Jun Segimoto	31.21
7/23/2019	24030 Kristopher Zuniga	26.81
8/22/2019	24042 Jianxi Tan	143.46
8/22/2019	24044 Yi Chuan Tseng	30.22
11/7/2019	24053 Rengao Long	26.79
11/7/2019	24062 King Solarman Inc	50.00
1/23/2020	24070 Helen Haeyeon	41.64
2/21/2020	24073 Jia Pei Yu	91.98
2/21/2020	24082 Oscar Perez	50.00
4/27/2020	24097 Yuay Choon Moy	94.71
6/23/2020	24104 Corey Zhang	62.31
6/23/2020	24105 Yuduo Yu	65.00
6/23/2020	24111 Asmund Mee Wikene	64.74
6/23/2020	24124 Grace Wang	25.36
12/15/2020	24142 Asmund Mee Wikene	258.96
12/15/2020	24153 Yao Chen	65.00
12/15/2020	24158 He Li	928.47
12/15/2020	24159 Carlos Carbajal	39.09
2/5/2021	24164 Asmund Mee Wikene	258.96
10/15/2021	24209 Juan Cuevas	33.78
10/15/2021	24225 Zhaolin Liu	35.93
10/15/2021	24228 Hao Ai	33.02
10/15/2021	24231 William Kidd	129.95
10/15/2021	24235 Zhi Juan Cai	40.32
10/15/2021	24240 Anib-Israel Julian	48.24
11/12/2020	100876 Wilbur Quon	618.90
12/16/2020	101345 The Phone Guy	225.00
3/10/2021	102311 JYB Solutions LLC	150.00
5/24/2021	24172 Wei Zhang	464.58
4/7/2021	102692 Beta Omega Phi Fraternity	200.00
4/7/2021	102694 San Gabriel Valley Knights Pop Warner	300.00

Unclaimed funds on deposit for over three (3) years are:

4/7/2021	102697 Chau Chung Hei	36.00
4/7/2021	102698 Colette Hau	100.00
4/7/2021	102700 Dinh Phuc Ngo	338.00
4/7/2021	102701 Doris Lau	35.00
4/7/2021	102702 Fujima-Kansei-Odori-Kai	125.00
4/7/2021	102704 JP Japanese Kitchen	118.00
4/7/2021	102708 Julieta LaFond	65.00
4/7/2021	102709 Julieta LaFond	39.00
4/7/2021	102710 Kassandra Vera	100.00
4/7/2021	102713 Leo Chen	135.00
4/7/2021	102715 Olexandr Kysel	16.08
4/7/2021	102716 Oona Iglesias	100.00
4/7/2021	102717 Peter Lac	50.00
4/7/2021	102718 Qianye Ding	35.94
4/7/2021	102719 Qinxue Fan	39.00
4/7/2021	102721 Rui Yang	50.00
4/7/2021	102723 Simple Expressions	40.00
4/7/2021	102726 The Nazerian Group	260.00
4/7/2021	102727 Though Way LLC	74.00
4/7/2021	102728 Wal Fong NG	164.00
4/7/2021	102730 Zhang Wei	65.00
5/5/2021	103067 Yinghao International, Inc.	360.18
7/25/2018	51753 Align Networks Inc	93.31
7/25/2018	51754 US Healthworks Medical Group	144.85
7/25/2018	51755 Risser Orthopedic Group	214.65
7/25/2018	51758 Paul J Grodan MD APC	181.03
7/25/2018	51761 West Start Physical Therapy	147.08
7/25/2018	51765 Beverly Radiology	29.21
9/17/2018	52240 Cedars Sinai Medical Care Foundation	95.27
3/28/2019	53821 Copy Stop Printing	111.59
3/28/2019	53840 Clifford A Bernstein	95.93
3/28/2019	53841 Johnathan F Kohan MD	144.05
6/14/2019	54562 Align Networks Inc	202.95
8/22/2019	55165 Randall Harper	580.00
10/29/2020	58984 Randall Harper	445.60
07/08/21	61034 Randall Harper	445.60
1/21/2020	56409 Paul McCrummen	479.82
6/23/2020	57779 Alta Dermatology Medical Group	219.04
6/25/2020	57827 Audio Rx Hearing Services	70.00

ATTACHMENT 2

Unclaimed Monies Administrative Policy 20-26

City of Monterey Park Administrative Policy	Policy Number: 20-26
	Issue Date: 01/15/2013
	Revised Date:
Subject: Unclaimed Monies	City Manager Approval  Page Number 1 of 3
<u>Purpose:</u> This Administrative Policy and Procedure ("AP&P") establishes policies and procedures to escheat unclaimed monies to the City's general fund in accordance with Government Code §§ 50050 to 50055. <u>Provisions:</u> I. <u>Summary of Procedures</u> A. Unclaimed money remaining under the City's control for at least three (3) years may be escheated to the City in accordance with this AP&P. B. The City Treasurer may publish notice pursuant to Government Code § 50051 once a week for two (2) successive weeks in a newspaper of general circulation which lists unclaimed monies held by the City for more than three (3) years. C. Persons seeking to claim the monies may present satisfactory evidence to the City Treasurer regarding their right to recover money. The City Treasurer may then release such monies to the depositor, heir, beneficiary, or duly appointed representative at any time before the noticed meeting at which the City Council will consider escheating the monies to the general fund (Government Code § 50052.5). D. Unless claimed or challenged by a verified complaint, unclaimed monies become the property of the City of Monterey Park forty-five (45) days after the initial public notice Pursuant to Government Code §§ 50050 and 50051. E. The City Council may transfer unclaimed monies to the General Fund by resolution in accordance with Government Code § 50053. F. Pursuant to Government Code § 50055, unclaimed monies less than \$15.00, or any amount if the depositor's name is unknown, which remain unclaimed for the period of one year may be transferred to the general fund by the City Council without the necessity of public notification in a newspaper.	

- G. The City Treasurer may delegate authority to the department that maintains the supporting records of unclaimed monies pursuant to Government Code § 50056.

II. Public Notification

- A. By June 30 of each year, the Finance Department will identify all unclaimed monies of at least \$15.00 held by the City for at least three (3) years.
- B. Unclaimed monies identified by the Finance Department will be incorporated into a public notice published once a week for two (2) successive weeks in a newspaper of general circulation.
- C. Public notices must include the following information:
 - 1. The last known owner of the unclaimed monies;
 - 2. The amount of unclaimed money;
 - 3. The City fund in which the unclaimed monies are held, e.g., the General Fund;
 - 4. Notice that such unclaimed monies become the City's property on a date that is not less than forty-five (45) days after the first publication of the notice.
- D. A copy of the approved notice format is found at the end of this policy.
- E. Proof of publication must be permanently retained as verification that the notice was placed in the publication and ran for two (2) consecutive weeks.

III. Disbursement and Funds Transfer

- A. The City Treasurer may release to the depositor of the unclaimed money, heir, beneficiary, or duly appointed representative, the unclaimed money, except as otherwise noted in this policy, if
 - 1. A claim is filed before the date the money becomes the City's property.
 - 2. Proof substantiating the claim is conveyed in writing, including the following:
 - (a) Claimant's name, address and telephone number;
 - (b) Social security number or FEIN;
 - (c) Proof of identity such as a copy of drivers license, social security card, or birth certificate;
 - (d) The amount of the claim; and
 - (e) The grounds on which the claim is made.

- B. Should the City Treasurer reject a claim, the claimant may file a verified complaint seeking to recover all, or a designated part, of the money in Los Angeles County Superior Court. Such complaint must be served upon the City within thirty (30) days after a claim is rejected. The City Treasurer must withhold the release of the portion of unclaimed money for which a court action has been filed until a decision is rendered by the court.
- C. Except as otherwise provided, upon close of business on the forty-fifth (45) day after publication of the first notice, unclaimed monies escheat to the City of Monterey Park.
- D. When unclaimed monies become the City's property, the City Council may transfer them to the General Fund.
- E. Unclaimed monies less than \$15.00 that are more than twelve (12) months old may be transferred to the General Fund by the City Council without notice.



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3D

TO: The Honorable Mayor and City Council

FROM: Christine Tomikawa, Director of Human Resources and Risk Management

SUBJECT: Adopting a resolution appointing an Interim Director of Community Development Pursuant to Government Code § 21221(H) and Executive Order No. N-25-20

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting a resolution requesting appointment for the position of Interim Director of Community Development pursuant to Government Code § 2122(H) and Executive Order No. N-25-20;
2. Authorizing the City Manager to execute an agreement between the City of Monterey Park and the Interim Director of Community Development in a form approved by the City Attorney; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The current Director of Community Development, Jessica Serrano, submitted her notice of resignation from the City of Monterey Park. On February 14, 2025, the City entered into an agreement with City Management Advisors, LLC (formerly known as Peckham and McKenney), to conduct the recruitment for the upcoming vacant position. Per Government Code 2122(H), the City Council may appoint a retired annuitant to an interim position for a department head vacancy as long as the following criteria are met: 1) there is an active recruitment for the vacant position, 2) the appointment is for a limited duration during the active recruitment, 3) there is a single appointment once the contract term ends, and 4) compensation cannot exceed the maximum hourly rate for the vacant position.

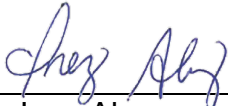
City staff have connected with a retired annuitant, Philip Lanzafame, who has over 25 years of experience in Community Development, Economic Development, and housing from a nearby Los Angeles County public agency. His technical knowledge and experience will provide the Community Development Department the support needed to keep projects and daily activities moving forward in a seamless manner. Staff recommends the appointment of Mr. Lanzafame to the Interim Director of Community Development position.

Respectfully submitted by:



Christine Tomikawa
Director of Human Resources
and Risk Management

Approved by:



Inez Alvarez
City Manager

Reviewed by:



Karl H. Berger
City Attorney

ATTACHMENTS:

1. Draft Resolution

ATTACHMENT 1

Draft Resolution

RESOLUTION NO. ____

**A RESOLUTION REQUESTING APPOINTMENT PURSUANT TO
GOVERNMENT CODE § 21221(H) AND EXECUTIVE ORDER NO. N-25-
20 FOR THE POSITION OF INTERIM COMMUNITY DEVELOPMENT
DIRECTOR**

The City Council of the City of Monterey Park does resolve as follows:

SECTION 1: The City Council finds as follows:

- A. Government Code section 21221(h) of the Public Employees' Retirement Law permits the governing body to appoint a CalPERS retiree to a vacant position requiring specialized skills during recruitment for a permanent appointment, and provides that such appointment will not subject the retired person to reinstatement from retirement or loss of benefits so long as it is a single appointment that does not exceed 960 hours in a fiscal year;
- B. The City Council desires to appoint Philip S. Lanzafame ("Lanzafame") as an interim appointment retired annuitant to the vacant position of Community Development Director under Gov. Code section 21221(h), effective March 5, 2025;
- C. The City Council, the City and Lanzafame certify that Lanzafame has not and will not receive a "Golden Handshake" or any other retirement-related incentive;
- D. An appointment under Government Code section 21221(h) requires the retiree is appointed into the interim appointment during recruitment for a permanent appointment;
- E. The City Council authorized the search for a permanent appointment on February 14, 2025;
- F. This Government Code section 21221(h) appointment shall only be made once and therefore will end on September 30, 2025;
- G. The entire employment agreement between Lanzafame and the City was reviewed by the City Council and is attached as Exhibit "A," and incorporated by reference;
- H. The compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate;
- I. The maximum annual base salary for this position is \$245,640 and the hourly equivalent is \$118.10 per hour; the minimum annual base salary for this position is 154,932 and the hourly equivalent is \$74.49 per hour;
- J. The hourly rate paid to Lanzafame will be \$118.10; and

K. Lanza fame has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

SECTION 2: The City Council certifies the nature of the employment of Lanza fame as described and detailed in the attached employment agreement demonstrates that this appointment is necessary to fill the critically needed position of interim Community Development Director for the City by March 5, 2025 because, among other things, the City is legally obligated to meet the schedules within its certified Housing Element for rezoning properties within the City; it is obligated to implement the direction of voters in enacting the Land Use Element of the General Plan in 2020 including, without limitation, drafting new regulations to allow residential housing within the Saturn Park area; and ensuring that pending applications for residential projects within the City are timely processed in accordance with California law. The City Council anticipates that the City Manager will swiftly fill the vacancy for Community Development Director and report back to the City Council once that is accomplished.

SECTION 3: This Resolution may be executed with electronic signatures in accordance with Government Code of the State of California §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 4: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 5: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 5th day of March 2025.

Vinh T. Ngo
Mayor

ATTEST:

Maychelle Yee
City Clerk

APPROVED AS TO FORM:
KARL H. BERGER, City Attorney



Zachery A. Lopes, Deputy City Attorney

EXHIBIT A

AGREEMENT BETWEEN THE CITY OF MONTEREY PARK AND PHILIP S. LANZAFAME FOR TEMPORARY EMPLOYMENT AS INTERIM COMMUNITY DEVELOPMENT DIRECTOR Government Code Section 21221(h)

THIS AGREEMENT is entered into this ____ day of March 2025, by and between the City of Monterey Park, State of California, a general law City and municipal corporation ("City") and Philip S. Lanzafame ("Lanzafame")(collectively referred to as "the Parties"). The Parties agree as follows:

1. RECITALS

- A. The City is in need to fill a vacancy on a temporary basis for a limited duration to assist with Community Development Director duties due to a vacancy in the Community Development Director position. This position has oversight and manages the Community Development Department.
- B. Lanzafame is a retired annuitant under the California Public Employees' Retirement System ("CalPERS") and is limited in his ability to accept public employment without reinstatement pursuant to Government Code section 21221(h), and may not work more than 960 hours within a fiscal year;
- C. Prior to his retirement, Lanzafame served as the Director of Community Development for the City of Glendale, and therefore possesses the specialized skills and training required to perform the duties of the temporary assignment as described in Paragraph A;
- D. Lanzafame desires to provide temporary services to City under the terms of this Agreement and within the constraints of Government Code sections 21221(h) as a CalPERS retired annuitant, and City desires to temporarily hire Lanzafame on these terms to provide specialized services of a limited duration, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Parties agree as follows:

2. APPOINTMENT OF INTERIM COMMUNITY DEVELOPMENT DIRECTOR.

- A. As a retired CalPERS annuitant, the City shall employ Lanzafame on a work schedule determined by the City Manager, or designee not to exceed 960 hours in a single fiscal year. Lanzafame is required to track all hours worked and regularly report them to the City Manager, or designee.

EXHIBIT A

- B. Lanzafame hereby agrees to faithfully and diligently perform the assigned duties as specified by this Agreement. Lanzafame is expected to devote reasonable and necessary time outside normal office hours to the business of the City. Any time spent working outside normal office hours must be tracked and reported to the City and will count towards the 960 hour limit as set forth in Government Code section 21221(h).
- C. The City hereby agrees to employ Lanzafame as a temporary employee of the City. Employment shall commence on the 5th of March 2025 and shall end no later than September 30, 2025.
- D. Lanzafame agrees to remain in the exclusive employ of the City while employed by the City, and to avoid any conflicting interests. Exclusive employment, however, shall not be construed to preclude occasional teaching, writing, speaking or consulting performed on the Lanzafame's time off, even if outside compensation is provided for such services. Said activities are expressly allowed, provided that in no case is any activity allowed which would present a conflict of interest with the City. Lanzafame agrees to provide written notification of any outside activity within the meaning of this provision. If Lanzafame works for any other CalPERS employer during the term of this Agreement, Lanzafame must notify City of this employment and disclose to the City on a periodic basis (at a frequency to be determined by City) the number of hours Lanzafame is performing work for the other employer to ensure that the maximum number of hours he may work each fiscal year is not exceeded.

3. SCOPE OF SERVICES.

- A. Lanzafame will perform the services needed to serve City which will include, without limitation, performing the functions and duties specified by statute and relevant City regulations for a Community Development Director, and to perform such other legally permissible and proper duties and functions as City may assign.
- B. Lanzafame is appointed as a temporary employee and shall temporarily provide highly-specialized skills in connection with provision of Community Development Director services to City staff, City officials, and the community.
- C. The job description for Community Development Director is attached as "Exhibit A" to this Agreement and is incorporated by reference. Lanzafame's duties may be modified in the future by the City Manager, or designee, in keeping with the specialized and limited nature of this appointment.

EXHIBIT A

4. TERM AND TERMINATION.

- A. The employment of Lanza fame under this Agreement is at will. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Lanza fame to resign at any time from his position with the City. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of Lanza fame. Lanza fame has no property interest in this position.
- B. City may terminate this Agreement with or without cause at any time by serving Lanza fame with notification of such termination by mail, by email, or by City's Representative's verbal notice of termination followed by written confirmation of same served on Lanza fame by mail. Lanza fame may terminate this Agreement with or without cause upon 15 days written notice to City. City will compensate Lanza fame for his services and reimburse him for costs rendered through and including the effective date of any termination.
- C. Unless terminated sooner by either Lanza fame or the City as set forth in this Agreement, this Agreement shall expire automatically as of the first of the following to occur: (i) completion of the temporary assignment due to the appointment of a permanent Community Development Director; (ii); upon Lanza fame working the 960th hour pursuant to Government Code section 21221(h) inclusive of hours worked for other CalPERS Agencies during a single fiscal year; or (iii) September 30, 2025.
- D. Lanza fame serves at the pleasure of the City and nothing herein shall be taken to imply or suggest a guaranteed term or tenure.
- E. As a CalPERS retired annuitant, hours paid for Lanza fame's services shall not exceed 960 hours for the fiscal year 2024/2025. Weekly hours will vary to ensure total hours worked will not exceed 960 hours for a single fiscal year limit set by Government Code 21221(h). The City will have discretion and control over the amount of weekly work hours, hours scheduled to work, and days scheduled.
- F. The position held temporarily by Lanza fame is not part of a represented bargaining unit and he is not covered by the terms of any collective bargaining agreement with any represented or unrepresented group of City employees.
- G. The operative date of this Agreement shall be the date first written above and in this Agreement. This Agreement shall expire no later than September 30, 2025, but may be terminated sooner as set forth herein or based upon the City's needs, as determined in its sole discretion.

EXHIBIT A

5. **COMPENSATION.** Lanzafame will be compensated for providing the services contemplated by this Agreement as follows:

- A. City agrees to pay Lanzafame for his services rendered pursuant to this Agreement based on performance of duties comparable to those performed by the regular Community Development Director, at an hourly rate of \$118.10. City has confirmed that this hourly rate does not exceed the maximum monthly base salary (divided by 173.33 to equal an hourly rate) paid to other employees performing comparable duties as listed on the City's publicly available pay schedule. Payments shall be made in installments in the same form and manner upon which other City employees are paid and include all applicable payroll taxes and withholdings.
- B. Lanzafame agrees that for his services rendered pursuant to this Agreement no other compensation, benefits, incentives, compensation in lieu of benefits, or any other form of compensation in addition to the hourly pay rate will be granted. CalPERS service credit will not be accrued and no additional retirement rights or benefits will be granted to Lanzafame.
- C. *Cost and Expense Reimbursement.* In addition to the foregoing compensation, CITY will reimburse Lanzafame for actual and necessary ordinary out-of-pocket expenses reasonably incurred in performance of the service provided to CITY pursuant to this Agreement.
- D. *Taxpayer Information.* Lanzafame agrees to attach a completed W-9 Form to this Agreement to facilitate tax reporting for payments made by CITY pursuant to this Agreement.

6. **CONFLICTS OF INTEREST.** Lanzafame represents that he does not have any material financial interest, direct or indirect, in any contract or decision made by or on behalf of City that may be affected by the services to be provided to City pursuant to this Agreement, other than a financial interest that is similar, in all material respects, to the interests of the general public. Lanzafame agrees to comply with City's conflict of interest code as adopted by the City Council.

7. **CITY PROPERTY AND PROPRIETARY INFORMATION.** Lanzafame agrees that all property, including, without limitation, all equipment, tangible Proprietary Information (as defined below), documents, records, notes, contracts, and computer-generated materials furnished to or prepared by them incident to their employment belongs to the City and shall be returned promptly to the City upon termination of Lanzafame's employment for any reason. Lanzafame's obligations under this subsection shall survive the termination of his employment and the expiration of this Agreement.

- A. "Proprietary Information" is all information and any idea pertaining in any manner to the business of the City (or any City affiliate), its employees,

EXHIBIT A

clients, consultants, or business associates, which was produced by any employee of the City in the course of their employment or otherwise produced or acquired by or on behalf of the City. All Proprietary Information not generally known outside of the City's organization, and all Proprietary Information so known only through improper means, shall be deemed "Confidential Information."

- B. During employment by the City, Lanza fame shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of the City and as is or may be necessary to perform assigned job responsibilities under this Agreement. Following termination, Lanza fame shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of the City. Lanza fame's obligations under this Section shall survive the termination of employment and the expiration of this Agreement.

8. **NOTICES.** Notices required under this Agreement must be given by personal service or by first class mail, postage prepaid, and addressed as follows:

To Lanza fame:

To CITY:

City Manager
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA 91754

With a copy to:

Karl H. Berger
City Attorney
kberger@bwslaw.com

9. **INDEMNIFICATION.** City acknowledges its statutory obligation under Government Code § 825, *et seq.* to defend and indemnify Lanza fame from and against all and any claims, actions and liabilities arising from work performed within the scope of her duties under this Agreement. Lanza fame shall provide prompt written notice of filing of any claim or suit and shall fully cooperate with City in the defense of any such action.

10. **PERMITS AND LICENSES.** Lanza fame, at his sole expense, will obtain and maintain during the term of this Agreement, all permits, licenses, and certificates that may be required, as determined by Lanza fame, in connection with the performance of services under this Agreement.

11. **ASSIGNABILITY.** This Agreement is for Lanza fame's professional services. Lanza fame's attempts to assign the benefits or burdens of this Agreement without City's written approval are prohibited and will be null and void.

EXHIBIT A

12. INDEPENDENT CONTRACTOR. City and Lanzafame agree that Lanzafame will act as an independent contractor and will have control of all work and the manner in which it is performed. Lanzafame is free to contract for similar service to be performed for other employers while under contract with City. Lanzafame is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this Agreement that may appear to give City the right to direct Lanzafame as to the details of doing the work or to exercise a measure of control over the work means that Lanzafame will follow the direction of the City as to end results of the work only.

13. AUDIT OF RECORDS. Lanzafame will maintain full and accurate records with respect to all services and matters covered under this Agreement. City will have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcript therefrom, and to inspect all program data, documents, proceedings and activities. Lanzafame will retain such financial and program service records for at least four years after termination or final payment under this Agreement.

14. INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

15. ENTIRE AGREEMENT. This Agreement sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

16. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

17. SEVERABILITY. If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

18. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment. City's City manager, or designee, may execute any such amendment on behalf of City.

EXHIBIT A

19. ELECTRONIC SIGNATURES. This Agreement may be executed by the Parties on any number of separate counterparts, and all such counterparts so executed constitute one agreement binding on all the Parties notwithstanding that all the Parties are not signatories to the same counterpart. In accordance with Government Code §16.5, the Parties agree that this Agreement, agreements ancillary to this Agreement, and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by electronic transmission. Such electronic signature will be treated in all respects as having the same effect as an original signature.

20. EFFECTIVE DATE. This Agreement is retroactively effective March 5, 2025.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK

Inez Alvarez,
City Manager

Philip S. Lanza fame

ATTEST:

Maychelle Yee,
City Clerk

Taxpayer ID No. [ON FILE]

APPROVED AS TO FORM:

Karl H. Berger,
City Attorney



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3E

TO: The Honorable Mayor and City Council
FROM: Jessica Serrano, Director of Community Development
SUBJECT: 2024 Monterey Park General Plan and Housing Element Annual Progress Report

RECOMMENDATION:

It is recommended that the City Council consider:

1. Receiving and filing the 2024 General Plan and Housing Element Annual Progress Report;
2. Directing the City Manager, or designee, to forward a copy of the report to the Governor's Office of Planning and Research ("OPR") and the State Department of Housing and Community Development ("HCD") before April 1, 2025; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

This report is prepared in compliance with California Government Code section 65400(a)(2), which mandates that the city prepare an annual report on the status and implementation of its General Plan. The report must be submitted by April 1 of each year to the City Council, OPR, and HCD.

The 2024 General Plan and Housing Element Annual Progress Report summarizes the City's progress towards implementing the Monterey Park General Plan from January 1, 2024, to December 31, 2024. Throughout calendar year 2024, the City has been continuously implementing the policies and programs that help achieve goals contained within the General Plan.

BACKGROUND:

The City of Monterey Park's last comprehensive update to the General Plan occurred in 2001 and contained seven elements that met California Government Code Section 65302, addressing land use, circulation, housing, noise, safety, conservation and open space. Since that time, additional amendments to the General Plan have included:

- New Sustainable Community Element (2014);
- New Healthy Community Element (2014);
- Updated Land Use Element (2020);
- Updated Safety and Community Services Element (2022);
- New Environmental Justice Element (2022); and
- Updated Housing Element (2022).

The following sections provide an update of the status and implementation of each element of the Monterey Park General Plan.

Urban Design and Land Use Element

A comprehensive update to the Urban Design and Land Use Element (“LUE”) was adopted in 2019 and approved by voters in November 2020. Since this time, the City has processed a variety of new land use developments and adopted new land use regulations that have continually upheld the LUE.

The following ordinances related to land uses were initiated and adopted in 2024:

- Aligning residential density standards consistent with the General Plan;
- Modifying parking requirements related to multi-family housing developments;
- Modifying emergency shelters regulations consistent with state law;
- Modifying supportive housing regulations consistent with state law; and
- Creating standards for data centers.

Addressing the inconsistencies between the LUE and the Monterey Park Municipal Code (“MPMC”), which implements the LUE, is ongoing. In fall of 2023, the Community Development Department launched the *Our City, Our Plan* campaign to make changes to zoning and update the MPMC with the intention revitalization of the downtown, expanding housing opportunities and streamlining development. Two sets of zone changes were approved in early and late 2024 addressing the consistency between the LUE and MPMC. The City continues to implement the *Our City, Our Plan* effort.

Economic Development Element

The Economic Development Element, last updated in 2001, helps guide City efforts to maintain an economically viable range of housing and employment opportunities that meet the needs of residents and workers. In August of 2024, City Council approved the Economic Development Strategic Plan.

Last year, the City progressed in helping local small businesses in the following areas:

- Launching the Monterey Park Business Alliance to support business owners in the City of Monterey Park;
- Hosting a small business expo to provide business owners with resources and an opportunity to network;
- Hosting roundtable meetings with developers and property owners to create connections and provide information on opportunities; and
- Providing monthly e-newsletters with information on training, grants and other resources to the City’s business community.

Through the efforts listed above and others in recent years, the City was awarded the 2024 Most Business-Friendly City Award by the Los Angeles County Economic Development Corporation. This award recognizes the City’s outstanding efforts in creating a supportive and thriving business environment. The City’s dedication to

proactive business attraction and retention strategies were key factors in securing this award.

Circulation Element

The purpose of the Circulation Element, last updated in 2001, is to define a safe, efficient, and adequate circulation system in the City. The element also focuses on identification and evaluation of local circulation needs, while balancing those needs with regional circulation, public transportation, and bicycle and pedestrian circulation in the Monterey Park community.

The City has continued to make a variety of street and traffic improvements to its existing network of public streets and sidewalks including street resurfacing, sidewalk repair, Americans with Disabilities Act (“ADA”) compliance, installation of bike lanes, and traffic signal modifications.

These street and traffic improvements are identified as Capital Improvement Projects (“CIPs”) in which federal, state and local funding sources are utilized to execute the projects. Some of the projects completed in 2024 include 7.8 miles of resurfaced streets and 4.5 miles of slurry sealed streets in several residential neighborhoods. The Monterey Pass Road Rehabilitation occurred in 2024, with a majority of the construction complete and awaiting final closeout in 2025. Additional improvements to the circulation system related to traffic signals and sidewalk repairs occurred at key intersections.

Related to transit services, the City completed its evaluation of the Spirit Bus fixed-route transportation program and is considering changes. These changes may include adjusting routes and introducing on-demand trip planning, allowing riders to book trips as needed instead of following fixed routes or schedules like traditional shuttle services. On-demand systems modernize transit services by incorporating new technology trends, offering flexible and efficient solutions that respond to the evolving needs of the community. Decisions related to any changes will be reviewed by Staff and Council in the future.

Housing Element

The Housing Element (“HE”) underwent a comprehensive update in 2022 and was certified by HCD in March 2023. The HE describes actions the City took and will take to meet existing and future housing needs during the 6th Regional Housing Needs Allocation (“RHNA”) cycle which runs between 2021-2029. The HE outlines existing and proposed housing programs and text amendments that are needed to meet statutory requirements. The implementation of the housing programs was ongoing throughout the planning cycle.

The table below identifies the number of housing units which were allocated to the City for the 6th RHNA cycle:

6 th RHNA CYCLE (2021-2029)		
INCOME GROUP	NUMBER	PERCENT
Extremely Low	653	12.4%
Very Low (<50% of AMI*)	671	12.7%
Low (51% to 80% of AMI)	822	15.6%
Moderate (81% to 120% of AMI)	848	16.1%
Above Moderate (>120% of AMI)	2,263	43.0%
Total	5,257	100.0%

*AMI = Los Angeles County Area Median Income

Attachment 1 includes the tables related to the implementation status of housing programs contained in the adopted 2021-2029 HE that were implemented during the 2024 calendar year, including a summary of residential units created in 2024.

In the past year, the City worked on implementation of the HE in order to help reach RHNA goals. The City took steps to adopt ordinances that addressed housing with the following actions in Program 7 of the HE:

- Aligning residential density standards consistent with the General Plan;
- Modifying parking requirements related to multi-family housing developments;
- Modifying emergency shelters regulations consistent with state law; and
- Modifying supportive housing regulations consistent with state law;

Other steps the City took to implement the HE included:

- Creating an interactive map of the City's Sites Inventory (Program 6 and 8)
- Hosting an affordable housing developers' roundtable (Program 1)
- Hosting Fair Housing and Tenant/Landlord Counseling events (Program 17)

The City continues to be a member of the San Gabriel Valley Regional Housing Trust ("SGVRHT") in 2024. SGVRHT is a joint powers authority to help fund and finance the planning and construction of homeless housing, and extremely low, very low and low-income housing projects. In joining SGVRT, the City is better positioned to take advantage of funding opportunities as projects develop in the City.

Safety and Community Services Element

A comprehensive update to the Safety Element was completed in 2022. Throughout 2024, the Director of Community and Economic Development ("Director") conducted and completed trainings related to national disasters including trainings through the Standardized Emergency Management System ("SEMS") and the National Incident Management System ("NIMS"). Trainings have also engaged the community through the Community Emergency Response Team ("CERT"), Community Preparedness Clinics, and Neighborhood Watch programs.

The latest adoption of the Safety Element also prioritized climate change and seismic hazards. To better address climate change, the Monterey Park Going Green program continued throughout 2024 which included outreach and education resulting in the City's new Sustainability Plan, adopted in April of 2024.

Additionally, the City continued efforts to update its Local Hazard Mitigation Plan ("LHMP"). The LHMP assesses local hazard vulnerabilities and identifies mitigation actions that the City will pursue to reduce impacts in the case of a hazard. In July 2024, the City continued to seek community participation through an on-going survey related to Hazard Mitigation. Once the new plan is adopted by the City Council and approved by the Federal Emergency Management Agency ("FEMA"), the City will be eligible for Hazard Mitigation Grant Program ("HMGP") and other mitigation-related funding.

Resources Element

The Resources Element, last updated in 2001, addresses open space and conservation. Because Monterey Park is a built-out urban community, there are few "natural" resources such as forests or wildlife habitat or agricultural land. The Resources Element, therefore, directs policy toward preserving those resources important in the urban environment of Monterey Park and critical to preserving this City's heritage for future generations. These resources include City parks and other improved open space areas, historic resources, water resources, and air quality.

To further the goals within the Resources Element, the Director has diligently worked to preserve, enhance, and upgrade open space areas such as the updates and upgrades to playground equipment throughout the City. Maintenance and upgrade of the City's open space facilities are an on-going extension of CIP's that the City carries out. The following improvements were completed in 2024 to various City parks and facilities:

- Sequoia Park – new playground installation;
- Bella Vista Park – new playground installation;
- Highlands Park - new playground installation;
- Garvey Ranch Park - new playground installation; and
- Edison Trails Park – new playground installation.

Other efforts to implement the Resources Element included the launch of the City's first Parks System Master Plan to help shape the future of the City's open space network and recreation services. Efforts such as surveys, open house events, and other engagement activities were employed to help garner community input.

Healthy Community Element

A Healthy Community Element was adopted in 2014 and provides goals and policies to guide City's efforts to support and promote a healthier community by "making the healthy choice the easy choice" for every community member. In 2024, the City provided free COVID-19 test kits which were distributed at Barnes Park, Bruggemeyer Library, and the Langley Senior Center. The community was also able to benefit from free health clinics, flu shots, and COVID-19 vaccines. The City has partnered with service providers through

the Los Angeles County Department of Health and Chinatown Service Center, among others to offer these services free to residents. Other physical well-being efforts were offered via exercise, dance and other recreational fitness classes, which are on-going and change seasonally.

Mental health continues as a key area of focus in 2024. After the City's mass casualty incident in January 2023, the City and its partners sought and provided mental health services to those who were directly and indirectly impacted by the event, including victims, employees, and community members. This past year saw the MPK Hope Resiliency Center find a permanent home in a commercial tenant space within the City. Ongoing drop-in and check-in mental health services are also offered at Bruggemeyer Library and Langley Senior Center.

Sustainable Community Element

A Sustainable Community Element was adopted in 2014. This element establishes goals and policies to guide City efforts to become a more sustainable and resilient community through changes to municipal operations and by promoting and supporting sustainable behaviors of individual community members. The City held or partnered in events that featured electronic waste disposal, document shredding, landscape chipping, tree planting, compost giveaways, and ride-free public transportation days.

The Monterey Park Going Green program was introduced in 2022 and efforts to develop a plan to help the City and its residents be resilient to climate change culminated in the City's new Sustainability Plan through the Going Green program was adopted in April of 2024.

Environmental Justice Element

An Environmental Justice Element was added to the General Plan in 2022. The Environmental Justice Element includes goals, policies, and objectives that aim to reduce health risks to any identified disadvantaged communities, promote civic engagement, and prioritize the needs of disadvantaged communities. Through 2024, the City has strived to promote and provide the public opportunities with civic engagement including workshops. Various community efforts have promoted civic engagement, including:

- Community Input Sessions for the Economic Development Strategic Plan;
- Engagement Workshops to discuss ballot measures and the City's fiscal health;
- Open House meetings for the Parks System Master Plan;
- Monterey Park Going Green survey, outreach, and public workshops to evaluate programs and plans for the City's efforts in sustainability; and
- Community feedback meeting and survey on federal funding efforts related to Community Development Block Grant ("CDBG") and HOME Investment Partnership funds for the creation of a 2025-2029 Consolidated Plan.

When possible, the meetings listed above have been conducted in both virtual and in-person platforms. In-person events were held at various locations around the City and

specifically included presentations that were held in areas that are categorized as a disadvantaged community within the City.

FISCAL IMPACT:

There is no fiscal impact associated with receiving and filing of the annual report.

Respectfully submitted by:

Prepared by:



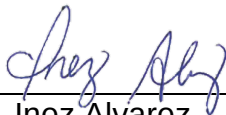
Jessica Serrano
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Development



Beth Chow, AICP
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Approved by:

Reviewed by:



Inez Alvarez
City Manager



Justin A. Tamayo
Assistant City Attorney

ATTACHMENT:

1. HCD Housing Element Implementation Tables

ATTACHMENT 1

HCD Housing Element Implementation Tables

Jurisdiction	Monterey Park	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		44
Total Units		45

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	12	2	2
2 to 4 units per structure	11	3	2
5+ units per structure	6	0	84
Accessory Dwelling Unit	90	40	34
Mobile/Manufactured Home	0	0	0
Total	119	45	122
Infill Housing Developments and Infill Units Permitted		# of Projects	Units
Indicated as Infill		44	45
Not Indicated as Infill		0	0

Housing Applications Summary	
Total Housing Applications Submitted:	92
Number of Proposed Units in All Applications Received:	618
Total Housing Units Approved:	89
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	81	81
Discretionary	11	537

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	3
Number of Units in Applications Submitted Requesting a Density Bonus	371
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	21
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction		Monterey Park		ANNUAL ELEMENT PROGRESS REPORT										Note: "+" indicates an optional field											
Reporting Year		2024		(Jan. 1 - Dec. 31)		Housing Element Implementation										Cells in grey contain auto-calculation formulas									
Planning Period		10/15/2021 - 10/15/2029		6th Cycle																					
Table A																									
Housing Development Applications Submitted																									
Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes			
1				2		3	4	5								6	7	8	9	10		11	12	13	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+ ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*		
Summary Row: Start Data Entry Below								16	0	0	9	0	0	593	618	89	0								
	5257-001-042	740 W. Garvey		DRB-24-191	MH	R	6/11/2024	16							353	369		NONE	Yes	Yes	Pending	Discretionary			
	5259-018-007	840 E. Garvey		SPR-24-04	MH	R	4/25/2024								40	40		NONE	No	No	Pending	Discretionary			
	5257-014-026	122 W. Garvey		DRB-24-198	MH	R	7/17/2024								120	120		NONE	No	No	Pending	Discretionary			
	5258016030	720 HERSHEY		B24-1734	ADU	R	7/17/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259007056	504 E NEWMARK AVE		B24-1636	ADU	R	10/8/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5276007008	1875 HOLLY OAK		B24-1269	ADU	R	7/26/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5263024009	1630 BRADSHAWE		B24-1249	ADU	R	7/25/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5251005018	2025 WOODS		B24-1153	ADU	R	5/22/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5257020058	320 S LINCOLN		B24-1132	ADU	R	12/17/2024								1	1	1	NONE	Yes	No	Approved	Ministerial			
	5262006008	721 CIPRIANO		B24-1112	ADU	R	5/20/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259001027	423 EVERETT		B24-1100	ADU	R	6/24/2024				1				1	1	1	NONE	No	No	Approved	Ministerial			
	5251027005	1264 AVE CESAR CHAVEZ		B24-1084	ADU	R	6/19/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5266018017	2145 FINDLAY		B24-0909	ADU	R	5/22/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5256014040	222 N MCPHERRIN		B24-0864	ADU	R	5/21/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5274018013	316 E FLORAL		B24-0772	ADU	R	4/30/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5252005096	2220 COLLEGE VIEW		B24-0705	ADU	R	4/10/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5274017018	353 E RIGGIN		B24-0668	ADU	R	4/24/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259006050	509 E GRAVES		B24-0625	ADU	R	2/21/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5276020016	1726 ROBIN LINDA		B24-0577	ADU	R	2/21/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259015014	205 SEFTON		B24-0559	ADU	R	4/18/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5263033007	1857 S ISABELLA		B24-0441	ADU	R	3/19/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5266008007	624 W MARKLAND		B24-0436	ADU	R	2/28/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273010020	2020 S ISABELLA		B24-0307	ADU	R	1/22/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259010034	210 S NICHOLSON		B24-0284	ADU	R	2/15/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5251018033	1700 W 1ST ST		B24-0245	ADU	R	9/30/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273008025	2028 GRAYLOCK		B24-0246	ADU	R	2/20/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5256010053	621 N YNEZ ST		B24-0031	ADU	R	1/7/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273014032	337 W RIGGIN		B24-0233	ADU	R	2/15/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5264021038	1650 STARBIRD DR		B24-0224	ADU	R	2/14/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273007018	2004 BROCKWELL		B24-0202	ADU	R	2/4/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273007018	2004 BROCKWELL		B24-0159	ADU	R	2/4/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5261005037	130 ELECTRIC AVE		B24-0105	ADU	R	1/23/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273006014	2025 BROCKWELL		B24-0081	ADU	R	1/19/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5237013008	526 CASUDA CANYON		B24-0046	ADU	R	1/11/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273022013	2404 S ISABELLA		B24-1298	ADU	R	8/14/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5266018013	2104 HENDRICKS		B24-2108	ADU	R	10/24/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5258016025	816 HERSHEY AVE		B24-2057	ADU	R	10/31/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5259003064	340 RUSSELL AVE		B24-1918	ADU	R	10/2/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5273008016	2005 FERNBANK AVE		B24-1833	ADU	R	10/3/2024								1	1	1	NONE	No	No	Approved	Ministerial			
	5261017041	510 DE LA FUENTE ST		B24-1805	ADU	R	9/23/2024								1	1	1	NONE	Yes	No	Approved	Ministerial			
	5266013030	536 W ANDRIX ST		B24-1727	ADU	R	9/25/2024				1				1	1	1	NONE	No	No	Approved	Ministerial			

5273021015	244 W FERNFIELD	B24-1715	ADU	R	8/5/2024								1	1	1		NONE	No	No	Approved	Ministerial
5264002014	152 E GRAVES	B24-1621	ADU	R	9/10/2024								1	1	1		NONE	No	No	Approved	Ministerial
5257005026	218 S MOORE AVE	B24-1480	ADU	R	2/28/2024								1	1	1		NONE	No	No	Approved	Ministerial
5274014022	221 E ARLIGHT ST	B24-1406	ADU	R	2/15/2024								1	1	1		NONE	No	No	Approved	Ministerial
5251007023	2005 VANCOUVER	B24-1341	ADU	R	8/2/2024								1	1	1		NONE	No	No	Approved	Ministerial
5276015011	1075 ACKLEY ST	B24-1316	ADU	R	8/14/2024			1						1	1		NONE	No	No	Approved	Ministerial
5259015028	120 S ALHAMBRA AVE	B24-1311	ADU	R	8/5/2024								1	1	1		NONE	No	No	Approved	Ministerial
5256010005	397 E ANDRIX	B24-1157	ADU	R	5/13/2024								1	1	1		NONE	No	No	Approved	Ministerial
5264006018	1348 S GARFIELD AVE	B24-0821	ADU	R	5/30/2024								1	1	1		NONE	No	No	Approved	Ministerial
5260005009	356 MOONEY DR	B24-0633	ADU	R	4/24/2024			1						1	1		NONE	No	No	Approved	Ministerial
5256010005	501 N YNEZ AVE	B24-1265	ADU	R	4/23/2024			1						1	1		NONE	No	No	Approved	Ministerial
5263013012	1025 S GARFIELD AVE	B24-2102	ADU	R	11/18/2024								1	1	1		NONE	No	No	Approved	Ministerial
5255016017	318 S LINCOLN AVE	B24-2089	ADU	R	7/2/2024								1	1	1		NONE	No	No	Approved	Ministerial
5276006037	835 HOLLY OAK PI	B24-1983	ADU	R	9/26/2024									1	1		NONE	No	No	Approved	Ministerial
5251016011	2356 BIRKWOOD	B24-1798	ADU	R	11/20/2024								1	1	1		NONE	No	No	Approved	Ministerial
5259013050	720 E MABLE AVE	B24-1781	ADU	R	7/19/2024			1						1	1		NONE	No	No	Approved	Ministerial
526605030	612 W FLORAL DR	B24-1682	ADU	R	3/19/2024			1						1	1		NONE	No	No	Approved	Ministerial
5255005011	310 BALTIMORE AVE	B24-1665	ADU	R	10/1/2024			1						1	1		NONE	No	No	Approved	Ministerial
5273006006	2028 S GRANDRIDGE	B24-1577	ADU	R	4/24/2024								1	1	1		NONE	No	No	Approved	Ministerial
5266009039	2425 BRADSHAW	B24-1539	ADU	R	9/22/2024								1	1	1		NONE	No	No	Approved	Ministerial
5266010041	2425 HENDRICKS	B24-1538	ADU	R	9/22/2024								1	1	1		NONE	No	No	Approved	Ministerial
5266009040	623 W POMONA BLVD	B24-1535	ADU	R	9/22/2024								1	1	1		NONE	No	No	Approved	Ministerial
5266009043	645 W POMONA BLVD	B24-1534	ADU	R	9/22/2024								1	1	1		NONE	No	No	Approved	Ministerial
5260014028	1466 KEMPTON AVE	B24-1458	ADU	R	8/5/2024								1	1	1		NONE	No	No	Approved	Ministerial
5265019015	2224 FULTON AVE	B24-1417	ADU	R	7/17/2024								1	1	1		NONE	No	No	Approved	Ministerial
5260021018	652 WILSON PL	B24-1371	ADU	R	7/30/2024								1	1	1		NONE	No	No	Approved	Ministerial
5264021052	240 KEMPTON PI	B24-1168	ADU	R	7/16/2024								1	1	1		NONE	No	No	Approved	Ministerial
5259015003	112 S SIERRA AVE	B24-0917	ADU	R	5/13/2024								1	1	1		NONE	No	No	Approved	Ministerial
5266005026	628 W FLORAL DR	B24-0796	ADU	R	4/30/2024								1	1	1		NONE	No	No	Approved	Ministerial
5260040023	607 SEFTON AVE	B24-0731	ADU	R	4/24/2024								1	1	1		NONE	No	No	Approved	Ministerial
5273011042	201 W RIGGIN ST	B24-0639	ADU	R	6/20/2024								1	1	1		NONE	No	No	Approved	Ministerial
5262018012	1012 S YNEZ 2046	B24-0566	ADU	R	3/30/2024								1	1	1		NONE	No	No	Approved	Ministerial
5251005012	2046 VANCOUVER	B24-0437	ADU	R	2/15/2024			1						1	1		NONE	No	No	Approved	Ministerial
5265020011	2472 FLOXGLOVE DR	B24-0078	ADU	R	5/6/2024								1	1	1		NONE	No	No	Approved	Ministerial
5259003032	339 PEACH ST	B24-0014	ADU	R	1/6/2024								1	1	1		NONE	No	No	Approved	Ministerial
5273019022	223 W GLEASON ST	B24-0262	ADU	R	2/22/2024								1	1	1		NONE	No	No	Approved	Ministerial
5263001037	515 S RAMONA AVE	B24-1280	SFD	O	8/12/2024								1	1	1		NONE	No	No	Approved	Ministerial
5263001037	517 S RAMONA AVE	B24-1282	SFD	O	8/12/2024								1	1	1		NONE	No	No	Approved	Ministerial
5276018004	2011 POTRERO GRANDE DR	B24-1890	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1889	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1888	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1887	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1886	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1879	SFD	O	6/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1878	SFD	O	12/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5276018004	2011 POTRERO GRANDE DR	B24-1877	SFD	O	12/18/2024								1	1	1		NONE	No	No	Approved	Discretionary
5257005010	215 S YNEZ AVE	B24-1948	2 to 4	R	7/25/2024								1	1	1		NONE	No	No	Approved	Ministerial
5257005010	215 S YNEZ AVE	B24-1754	2 to 4	R	7/26/2024								1	1	1		NONE	No	No	Approved	Ministerial
5256008032	509 N MOORE AVE	B24-0706	2 to 4	O	1/29/2024								1	1	1		NONE	No	No	Approved	Ministerial
5260006010	514 E GRAVES AVE	B24-1756	2 to 4	R	9/12/2024								1	1	1		NONE	No	No	Approved	Ministerial
5265014043	316 GARCELON AVE	B24-0627	SFD	O	2/14/2024								1	1	1		NONE	No	No	Approved	Ministerial

Table A2																
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									
1					2	3	4						5	6		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements	
Summary Row: Start Data Entry Below							0	0	0	9	0	0	110		119	
	5258016030	720 HERSHEY		B24-1734	ADU	R							1	10/22/2024	1	
	5259007056	504 E NEWMARK AVE		B24-1636	ADU	R							1	10/14/2024	1	
	5256008042	609 W EMERSON AVE		B24-1306	ADU	R							1	8/15/2024	1	
	5263001037	517 S RAMONA		B24-1283	ADU	R							1	8/29/2024	1	
	5263001037	515 S RAMONA		B24-1281	ADU	R							1	8/29/2024	1	
	5276007008	1875 HOLLY OAK		B24-1269	ADU	R							1	8/13/2024	1	
	5263024009	1630 BRADSHAWE		B24-1249	ADU	R							1	8/22/2024	1	
	5251005018	2025 WOODS		B24-1153	ADU	R							1	8/15/2024	1	
	5257020058	320 S LINCOLN		B24-1132	ADU	R							1	7/2/2024	1	
	5262006008	721 CIPRIANO		B24-1112	ADU	R							1	7/22/2024	1	
	5259001027	423 EVERETT		B24-1100	ADU	R				1				7/24/2024	1	
	5251027005	1264 AVE CESAR CHAVEZ		B24-1084	ADU	R							1	7/17/2024	1	
	5266018017	2145 FINDLAY		B24-0909	ADU	R							1	7/2/2024	1	
	5256014040	222 N MCPHERRIN		B24-0864	ADU	R							1	7/1/2024	1	
	5274018013	316 E FLORAL		B24-0772	ADU	R							1	6/26/2024	1	
	5252005096	2220 COLLEGE VIEW		B24-0705	ADU	R							1	6/4/2024	1	
	5274017018	353 E RIGGIN		B24-0668	ADU	R							1	5/16/2024	1	
	5251010007	2379 VANCOUVER		B24-0661	ADU	R							1	5/9/2024	1	
	5259006050	509 E GRAVES		B24-0625	ADU	R							1	5/8/2024	1	
	5257021020	204 S LINCOLN		B24-0604	ADU	R							1	5/1/2024	1	
	5276020016	1726 ROBINLINDA		B24-0577	ADU	R							1	5/6/2024	1	
	5259015014	205 SEFTON		B24-0559	ADU	R							1	5/20/2024	1	
	5263033007	1857 S ISABELLA		B24-0441	ADU	R							1	4/18/2024	1	
	5266008007	624 W MARKLAND		B24-0436	ADU	R							1	4/17/2024	1	
	5273010020	2020 S ISABELLA		B24-0307	ADU	R							1	3/20/2024	1	
	5259010034	210 S NICHOLSON		B24-0284	ADU	R							1	3/19/2024	1	
	5251018033	1700 W 1ST ST		B24-0245	ADU	R							1	7/25/2024	1	
	5273008025	2028 GRAYLOCK		B24-0246	ADU	R							1	2/22/2024	1	
	5256010053	621 N YNEZ ST		B24-0031	ADU	R							1	1/10/2024	1	
	5273014032	337 W RIGGIN		B24-0233	ADU	R							1	3/13/2024	1	
	5264021038	1650 STARBIRD DR		B24-0224	ADU	R							1	2/27/2024	1	
	5273007018	2004 BROCKWELL		B24-0202	ADU	R							1	2/12/2024	1	
	5273007018	2004 BROCKWELL		B24-0159	ADU	R							1	10/22/2024	1	
	5261005037	130 ELECTRIC AVE		B24-0105	ADU	R							1	3/11/2024	1	
	5273006014	2025 BROCKWELL		B24-0081	ADU	R							1	1/25/2024	1	
	5237013008	526 CASUDA CANYON		B24-0046	ADU	R							1	2/1/2024	1	
	5273022013	2404 S ISABELLA		B24-1298	ADU	R							1	8/14/2024	1	
	5255005026	219 GARCELON		B24-1079	ADU	R							1	7/16/2024	1	
	5273012002	203 W HAMMEL		B24-1023	ADU	R							1	7/8/2024	1	
	5263030031	1818 S GRANDRIDGE		B24-0950	ADU	R							1	6/26/2024	1	
	5259001042	406 RUSSELL		B24-0943	ADU	R							1	6/25/2024	1	

	5266024061	812 W FERNFIELD		B24-0629	ADU	R						1	5/3/2024	1
	5259001020	328 PEACH		B24-0621	ADU	R						1	5/2/2024	1
	5264010013	1502 KEMPTON		B24-0300	ADU	R						1	3/5/2024	1
	5266018013	2104 HENDRICKS AVE		B24-2108	ADU	R						1	12/27/2024	1
	5252042009	1097 BRIER CLIFF WY		B24-0365	ADU	R						1	9/11/2024	1
	5258016025	816 HERSHEY AVE		B24-2057	ADU	R						1	12/23/2024	1
	5259003064	340 RUSSELL AVE		B24-1918	ADU	R						1	12/5/2024	1
	5273008016	2005 FERNBANK AVE		B24-1833	ADU	R						1	11/9/2024	1
	5261017041	510 DE LA FUENTE ST		B24-1805	ADU	R			1				12/18/2024	1
	5266013030	536 W ANDRIX ST		B24-1727	ADU	R						1	11/26/2024	1
	5273021015	244 W FERNFIELD		B24-1715	ADU	R						1	10/22/2024	1
	5264002014	152 E GRAVES		B24-1621	ADU	R						1	10/21/2024	1
	5260003003	612 RUSSELL AVE		B24-0580	ADU	R						1	5/8/2024	1
	5257005026	218 S MOORE AVE		B24-1480	ADU	R						1	11/25/2024	1
	5274014022	221 E ARLIGHT ST		B24-1406	ADU	R						1	10/1/2024	1
	5251007023	2005 VANCOUVER AVE		B24-1341	ADU	R						1	10/1/2024	1
	5276015011	1075 ACKLEY ST		B24-1316	ADU	R			1				10/16/2024	1
	5259015028	120 S ALHAMBRA AVE		B24-1311	ADU	R						1	12/2/2024	1
	52560100005	397 E ANDRIX		B24-1157	ADU	R						1	8/7/2024	1
	5264006018	1348 S GARFIELD AVE		B24-0821	ADU	R						1	6/25/2024	1
	5260005009	356 MOONEY DR		B24-0633	ADU	R			1				5/14/2024	1
	5256010005	501 N YNEZ AVE		B24-1265	ADU	R			1				10/15/2024	1
	5263013012	1025 S GARFIELD AVE		B24-2102	ADU	R						1	12/19/2024	1
	5255016017	318 S LINCOLN AVE		B24-2089	ADU	R						1	12/17/2024	1
	5276006037	835 HOLLY OAK PL		B24-1983	ADU	R						1	12/12/2024	1
	5251016011	2356 BLEAKWOOD AVE		B24-1798	ADU	R						1	12/4/2024	1
	5259013050	720 E MABLE AVE		B24-1781	ADU	R			1				11/12/2024	1
	526605030	612 W FLORAL DR		B24-1682	ADU	R			1				12/4/2024	1
	5255005011	310 BALTIMORE AVE		B24-1665	ADU	R			1				10/24/2024	1
	5273006006	2028 S GRANDRIDGE AVE		B24-1577	ADU	R						1	10/28/2024	1
	5266009039	2425 BRADSHAW AVE		B24-1539	ADU	R						1	9/25/2024	1
	5266010041	2425 HENDRICKS AVE		B24-1538	ADU	R						1	9/25/2024	1
	5266009040	623 W POMONA BLVD		B24-1535	ADU	R						1	9/25/2024	1
	5266009043	645 W POMONA BLVD		B24-1534	ADU	R						1	9/25/2024	1
	5260014028	1466 KEMPTON AVE		B24-1458	ADU	R						1	9/12/2024	1
	5265019015	2224 FULTON AVE		B24-1417	ADU	R						1	9/9/2024	1
	5260021018	652 WILSON PL		B24-1371	ADU	R						1	9/3/2024	1
	5264021052	240 KEMPTON PL		B24-1168	ADU	R						1	8/1/2024	1
	5259015003	112 S SIERRA VISTA ST		B24-0917	ADU	R						1	7/24/2024	1
	5266005026	628 W FLORAL DR		B24-0796	ADU	R						1	6/25/2024	1
	5260004023	607 SEFTON AVE		B24-0731	ADU	R						1	5/28/2024	1
	5273011042	201 W RIGGIN ST		B24-0639	ADU	R						1	7/16/2024	1
	5262018012	1012 S YNEZ AVE		B24-0566	ADU	R						1	6/23/2024	1
	5251005012	2046 VANCOUVER AVE		B24-0437	ADU	R			1			1	6/5/2024	2

	5265020011	2412 FLOXGLOVE DR		B24-0078	ADU	R						1	1/22/2024	1
	5259003032	339 PEACH ST		B24-0014	ADU	R						1	4/11/2024	1
	5273019022	223 W GLEASON ST		B24-0262	ADU	R						1	2/28/2024	1
	5237012019	1801 ARRIBA DR		B24-1184	ADU	R						1	7/31/2024	1
	5258009023	504 N SIERRA VISTA		B24-0776	2 to 4	O						1	7/25/2024	1
	5258009023	504 N SIERRA VISTA		B24-0882	2 to 4	O						1	7/25/2024	1
	5258009023	504 N SIERRA VISTA		B24-0883	2 to 4	O						1	7/25/2024	1
	5263001037	515 S RAMONA AVE		B24-1280	SFD	O						1	8/29/2024	1
	5263001037	517 S RAMONA AVE		B24-1282	SFD	O						1	8/29/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1890	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1889	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1888	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1887	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1886	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1879	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1878	SFD	O						1	11/26/2024	1
	5276018004	2011 POTRERO GRANDE DR		B24-1877	SFD	O						1	11/26/2024	1
	5257005010	215 S YNEZ AVE		B24-1948	2 to 4	R						1	12/5/2024	1
	5257005010	215 S YNEZ AVE		B24-1754	2 to 4	R						1	12/5/2024	1
	5256008032	509 N MOORE AVE		B24-0706	SFD	O						1	9/10/2024	1
	5256011018	320 S MOORE AVE		B24-0754	5+	O						4	8/6/2024	4
	5256011018	320 S MOORE AVE		B24-0955	5+	O						1	8/6/2024	1
	5256011018	320 S MOORE AVE		B24-0956	5+	O						1	8/6/2024	1
	5256008014	523 N MOORE AVE		B24-1980	2 to 4	R						2	11/27/2024	2
	5256008014	523 N MOORE AVE		B24-1979	2 to 4	R						1	11/27/2024	1
	5256016043	423 N MCPHERRIN AVE		B24-0995	2 to 4	O						1	10/1/2024	1
	5256016043	423 N MCPHERRIN AVE		B24-0996	2 to 4	O						1	10/1/2024	1
	5260006010	514 E GRAVES AVE		B24-1756	2 to 4	R						1	11/21/2024	1
	5256014043	316 GARCELON AVE		B24-0627	SFD	O						1	5/9/2024	1

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Building Permits							8	9
			7								
Current APN	Street Address	Project Name ⁺	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits <u>Date Issued</u>	# of Units Issued Building Permits
			0	0	0	1	0	0	44		45
5256008042	609 W EMERSON AVE								1	8/15/2024	1
5263001037	517 S RAMONA								1	8/29/2024	1
5263001037	515 S RAMONA								1	8/29/2024	1
5276007008	1875 HOLLY OAK								1	11/25/2024	1
5263024009	1630 BRADSHAWE								1	11/25/2024	1
5251005018	2025 WOODS								1	12/9/2024	1
5257020058	320 S LINCOLN								1	11/14/2024	1
5262006008	721 CIPRIANO								1	12/12/2024	1
5259001027	423 EVERETT					1				11/26/2024	1
5266018017	2145 FINDLAY								1	10/21/2024	1
5256014040	222 N MCPHERRIN								1	12/9/2024	1
5274018013	316 E FLORAL								1	10/31/2024	1
5252005096	2220 COLLEGE VIEW								1	9/9/2024	1
5274017018	353 E RIGGIN								1	8/28/2024	1
5251010007	2379 VANCOUVER								1	5/9/2024	1
5259006050	509 E GRAVES								1	9/19/2024	1
5257021020	204 S LINCOLN								1	5/1/2024	1
5276020016	1726 ROBINLINDA								1	10/9/2024	1
5259015014	205 SEFTON								1	9/16/2024	1
5263033007	1857 S ISABELLA								1	7/29/2024	1
5266008007	624 W MARKLAND								1	10/16/2024	1
5273010020	2020 S ISABELLA								1	8/15/2024	1
5259010034	210 S NICHOLSON								1	10/10/2024	1
5251018033	1700 W 1ST ST								1	7/25/2024	1
5273008025	2028 GRAYLOCK								1	7/1/2024	1
5256010053	621 N YNEZ ST								1	11/12/2024	1
5273014032	337 W RIGGIN								1	6/3/2024	1
5264021038	1650 STARBIRD DR								1	11/14/2024	1
5261005037	130 ELECTRIC AVE								1	9/9/2024	1
5273006014	2025 BROCKWELL								1	10/8/2024	1

5237013008	526 CASUDA CANYON								1	10/17/2024	1
5273022013	2404 S ISABELLA								1	8/15/2024	1
5255005026	219 GARCELON								1	7/22/2024	1
5273012002	203 W HAMMEL								1	7/16/2024	1
5263030031	1818 S GRANDRIDGE								1	6/26/2024	1
5259001042	406 RUSSELL								1	6/25/2024	1
5266024061	812 W FERNFIELD								1	8/9/2024	1
5259001020	328 PEACH								1	7/1/2024	1
5264010013	1502 KEMPTON								1	3/5/2024	1
5237012019	1801 ARRIBA DR								1	7/31/2024	1
5263001037	515 S RAMONA AVE								1	8/29/2024	1
5263001037	517 S RAMONA AVE								1	8/29/2024	1
5256008014	523 N MOORE AVE								2	11/27/2024	2
5256008014	523 N MOORE AVE								1	11/24/2024	1

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								
			10							11	12
Current APN	Street Address	Project Name ⁺	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units issued Certificates of Occupancy or other forms of readiness
			0	0	0	0	0	0	122		122
5258014050	522 FLORENCE AVE B								1	9/11/2024	1
5273013014	412 W FLORAL DR A								1	9/5/2024	1
5259010006	118 EVERETT AVE								1	4/9/2024	1
5274014001	225 E FLORAL DR A								1	6/6/2024	1
5258014063	516 FLORENCE AVE A								1	12/9/2024	1
5257008029	402 S YNEZ AVE A								1	11/26/2024	1
5237015019	1765 ABAJO DR A								1	10/16/2024	1
5274014014	244 E ARLIGHT ST								1	8/7/2024	1
5264005025	1181 LANGLEY WY								1	8/8/2024	1
5256009037	323 HAMPTON AVE A								1	12/18/2024	1
5273009013	2000 FERNBANK AVE A								1	10/1/2024	1
5251018013	2407 SHERBROOK AVE								1	10/1/2024	1
5273003022	441 W ARLIGHT ST A								1	3/6/2024	1
5274016002	365 E FLORAL DR A								1	5/14/2024	1
5259010018	131 S ALHAMBRA AVE A								1	8/7/2024	1
5354002010	550 HATHAWAY AVE A								1	6/26/2024	1
5253022011	1480 DELL DR								1	4/11/2024	1
5258011057	408 N RURAL DR								1	3/6/2024	1
5253022010	1460 DELL DR A								1	4/9/2024	1
5263030014	1906 S DONCREST ST A								1	3/14/2024	1

5255007012	127 BALTIMORE AVE A								1	12/2/2024	1
5259001020	328 PEACH ST A								1	2/5/2024	1
5255019018	326 N NICHOLSON AVE A								1	3/20/2024	1
5258011023	519 N ORANGE AVE A								1	7/8/2024	1
5259013031	222 S ORANGE AVE								1	8/8/2024	1
5273019019	239 W GLEASON ST A								1	7/1/2024	1
5257003051	631 HARDING AVE A								1	6/12/2024	1
5257003032	400 S CHANDLER AVE A								1	4/16/2024	1
5258009044	410 N SIERRA VISTA ST								1	5/16/2024	1
5261003051	118 S FERMONT AVE								1	7/22/2024	1
5273022013	2404 S ISABELLA								1	8/22/2024	1
5273012002	203 W HAMMEL								1	8/19/2024	1
5263030031	1818 S GRANDRIDGE								1	7/17/2024	1
5266024061	812 W FERNFIELD								1	8/9/2024	1
5259001020	328 PEACH								1	7/30/2024	1
5264010013	1502 KEMPTON								1	3/12/2024	1
5256008014	523 N MOORE AVE								1	12/4/2024	1
5256008014	523 N MOORE AVE								1	12/4/2024	1
5256-002-117	419 N CHANDLER AVE								52	4/25/2024	52
5256-002-116	419 N CHANDLER AVE								32	4/25/2024	32

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier				Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus			
			13	14	15	16	17	18	19	20			21	22	23	24
Current APN	Street Address	Project Name*	How many of the units were Extremely Low Income?	Please select the state streamlining provision the project was APPROVED pursuant to. (may select multiple)	Infill Units? Y/N*	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)*	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)
5258014050	522 FLORENCE AVE B		2	NONE	Y					21						
5273013014	412 W FLORAL DR A			NONE	Y											
5259010006	118 EVERETT AVE			NONE	Y											
5274014001	225 E FLORAL DR A			NONE	Y											
5258014063	516 FLORENCE AVE A			NONE	Y											
5257008029	402 S YNEZ AVE A			NONE	Y											
5237015019	1765 ABAJO DR A			NONE	Y											
5274014014	244 E ARLIGHT ST			NONE	Y											
5264005025	1181 LANGLEY WY			NONE	Y											
5256009037	323 HAMPTON AVE A			NONE	Y											
5273009013	2000 FERMBANK AVE A			NONE	Y											
5251018013	2407 SHERBROOK AVE			NONE	Y											
5273003022	441 W ARLIGHT ST A			NONE	Y											
5274016002	365 E FLORAL DR A			NONE	Y											
5259010018	131 S ALHAMBRA AVE A			NONE	Y											
5263030014	1906 S DONCREST ST A		1	NONE	Y			rent indicated 0 by applicant								
5255007012	127 BALTIMORE AVE A			NONE	Y											
5259001020	328 PEACH ST A			NONE	Y											
5255019018	326 N NICHOLSON AVE A		1	NONE	Y			rent indicated 0 by applicant								
5258011023	519 N ORANGE AVE A			NONE	Y											
5259013031	222 S ORANGE AVE			NONE	Y											
5273019019	239 W GLEASON ST A			NONE	Y											
5257003051	631 HARDING AVE A			NONE	Y											
5257003032	400 S CHANDLER AVE A			NONE	Y											
5258009044	410 N SIERRA VISTA ST			NONE	Y											
5261003051	118 S FERMONT AVE			NONE	Y											
5258016030	720 HERSHEY			NONE	Y			rent amount left blank by applicant								
5259007056	504 E NEWMARK AVE			NONE	Y			rent amount left blank by applicant								
5256008042	609 W EMERSON AVE			NONE	Y											
5263001037	517 S RAMONA			NONE	Y											
5263001037	515 S RAMONA			NONE	Y											
5276007008	1875 HOLLY OAK			NONE	Y											
5263024009	1630 BRADSHAW			NONE	Y											
5251005018	2025 WOODS			NONE	Y											
5257020058	320 S LINCOLN			NONE	Y											
5262006008	721 CIPRIANO			NONE	Y											
5259001027	423 EVERETT			NONE	Y			Based on expected rent amount listed on application								
5251027005	1264 AVE CESAR CHAVEZ			NONE	Y											
5266018017	2145 FINDLAY			NONE	Y											
5256014040	222 N MCPHERSON			NONE	Y											
5274018013	316 E FLORAL			NONE	Y											
5252005096	2220 COLLEGE VIEW			NONE	Y											
5274017018	353 E RIGGIN			NONE	Y											
5251010007	2379 VANCOUVER			NONE	Y											
5259006050	509 E GRAVES			NONE	Y											
5257021020	204 S LINCOLN			NONE	Y											
5276020016	1726 ROBINLINDA			NONE	Y											
5259015014	205 SEFTON			NONE	Y											

5263033007	1857 S ISABELLA			NONE	Y												
5266008007	624 W MARKLAND			NONE	Y												
5273010020	2020 S ISABELLA			NONE	Y												
5259010034	210 S NICHOLSON			NONE	Y												
5251018033	1700 W 1ST ST			NONE	Y												
5273008025	2028 GRAYLOCK			NONE	Y												
5256010053	621 N YNEZ ST			NONE	Y												
5273014032	337 W BIGGIN			NONE	Y												
5264021038	1650 STARBIRD DR			NONE	Y												
5273007018	2004 BROCKWELL			NONE	Y												
5273007018	2004 BROCKWELL			NONE	Y												
5261005037	130 ELECTRIC AVE			NONE	Y												
5273006014	2025 BROCKWELL			NONE	Y												
5237013008	526 CASUDA CANYON			NONE	Y												
5273022013	2404 S ISABELLA			NONE	Y												
5255005026	219 GARCELON			NONE	Y												
5273012002	203 W HAMMEL			NONE	Y												
5263030031	1818 S GRANDRIDGE			NONE	Y												
5259001042	406 RUSSELL			NONE	Y												
5266024061	812 W FERNFIELD			NONE	Y												
5259001020	328 PEACH			NONE	Y												
5264010013	1502 KEMPTON			NONE	Y												
5266018013	2104 HENDRICKS AVE			NONE	Y												
5252042009	1097 BRIER CLIFF WY			NONE	Y												
5258016025	816 HERSHEY AVE			NONE	Y												
5259003064	340 RUSSELL AVE			NONE	Y												
5273008016	2005 FERNBANK AVE			NONE	Y												
5261017041	510 DE LA FUENTE ST			NONE	Y			Based on expected rent amount listed on application									
5266013030	536 W ANDRIX ST			NONE	Y												
5273021015	244 W FERNFIELD			NONE	Y												
5264002014	152 E GRAVES			NONE	Y												
5260003003	612 RUSSELL AVE			NONE	Y												
5257005026	218 S MOORE AVE			NONE	Y												
5274014022	221 E ARLIGHT ST			NONE	Y												
5251007023	2005 VANCOUVER AVE			NONE	Y												
5276015011	1075 ACKLEY ST			NONE	Y			Based on expected rent amount listed on application									
5259015028	120 S ALHAMBRA AVE			NONE	Y												
5256010005	397 E ANDRIX			NONE	Y												
5264006018	1348 S GARFIELD AVE			NONE	Y												
5260005009	356 MOONEY DR			NONE	Y			Based on expected rent amount listed on application									
5256010005	501 N YNEZ AVE			NONE	Y			Based on expected rent amount listed on application									
5263013012	1025 S GARFIELD AVE			NONE	Y												
5255016017	318 S LINCOLN AVE			NONE	Y												
5276006037	835 HOLLY OAK PL			NONE	Y												
5251016011	2356 BLEAKWOOD AVE			NONE	Y												
5259013050	720 E MAPLE AVE			NONE	Y			Based on expected rent amount listed on application									
526605030	612 W FLORAL DR			NONE	Y			Based on expected rent amount listed on application									
5255005011	310 BALTIMORE AVE			NONE	Y			Based on expected rent amount listed on application									
5273006006	2028 S GRANDRIDGE AVE			NONE	Y												
5266009039	2425 BRADSHAW AVE			NONE	Y												
5266010041	2425 HENDRICKS AVE			NONE	Y												
5266009040	623 W POMONA BLVD			NONE	Y												
5266009043	645 W POMONA BLVD			NONE	Y												
5260014028	1466 KEMPTON AVE			NONE	Y												
5265019015	2224 FULTON AVE			NONE	Y												
5260021018	652 WILSON PL			NONE	Y												
5264021052	240 KEMPTON PL			NONE	Y												
5259015003	112 S SIERRA VISTA ST			NONE	Y												
5266005026	628 W FLORAL DR			NONE	Y												
5260004023	607 SEFTON AVE			NONE	Y												
5273011042	201 W RIGGIN ST			NONE	Y												

5262018012	1012 S YNEZ AVE			NONE	Y											
5251005012	2046 VANCOUVER AVE			NONE	Y		Based on expected rent amount listed on application									
5265020011	2412 FLOXGLOVE DR			NONE	Y											
5259003032	339 PEACH ST			NONE	Y											
5273019022	223 W GLEASON ST			NONE	Y											
5237012019	1801 ARRIBA DR			NONE	Y											
5258009023	504 N SIERRA VISTA			NONE	Y			1	Demolished	R						
5258009023	504 N SIERRA VISTA			NONE	Y			1	Demolished	R						
5258009023	504 N SIERRA VISTA			NONE	Y			1	Demolished	R						
5263001037	515 S RAMONA AVE			NONE	Y											
5263001037	517 S RAMONA AVE			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5276018004	2011 POTRERO GRANDE DR			NONE	Y											
5257005010	215 S YNEZ AVE			NONE	Y											
5257005010	215 S YNEZ AVE			NONE	Y											
5256008032	509 N MOORE AVE			NONE	Y											
5256011018	320 S MOORE AVE			NONE	Y											
5256011018	320 S MOORE AVE			NONE	Y											
5256011018	320 S MOORE AVE			NONE	Y											
5256008014	523 N MOORE AVE			NONE	Y											
5256008014	523 N MOORE AVE			NONE	Y			3	Demolished	R						
5256016043	423 N MCPHERRIN AVE			NONE	Y											
5256016043	423 N MCPHERRIN AVE			NONE	Y											
5260006010	514 E GRAVES AVE			NONE	Y											
5256014043	316 GARCELON AVE			NONE	Y											
5256-002-117	419 N CHANDLER AVE			NONE	Y			15	Demolished	R						
5256-002-116	419 N CHANDLER AVE			NONE	Y											

Jurisdiction	Monterey Park	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021-10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1,324	-	-	-	-	-	-	-	-	-	-	3	1,321
	Non-Deed Restricted		-	-	-	3	-	-	-	-	-	-		
Low	Deed Restricted	822	-	-	-	-	-	-	-	-	-	-	1	821
	Non-Deed Restricted		-	-	-	-	1	-	-	-	-	-		
Moderate	Deed Restricted	848	-	-	-	-	-	-	-	-	-	-	-	848
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		2,263	30	10	67	64	44	-	-	-	-	-	215	2,048
Total RHNA		5,257												
Total Units			30	10	67	67	45	-	-	-	-	-	219	5,038
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2021	2022	2023	2024	2025	2026	2027	2028	2029	6	7
		Extremely low-Income Need											Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		662		-	-	3	-	-	-	-	-	-	3	659

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Monterey Park	
Reporting Year		2024	(Jan. 1 - Dec. 31)
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 1: RESIDENTIAL REHABILITATION PROGRAM	1.Pursue funding opportunities and create a strategic plan by 12/2024 to provide rehabilitation services to property owners and vulnerable and low-income communities. 2. By 12/2024, the identify and seek partnerships with at least two housing advocacy groups to expand existing resources and improve housing conditions among the vulnerable and low-income communities. 3. Annually Seek additional funding sources and partnerships to expand financial resources in the City. 4. Rehabilitate rental units to maintain or create at least 5 affordable units annually. 5. Provide information to property owners regarding the rental rehabilitation program on the City's website. Update website annually to ensure that information remains current. 6. Require energy efficiency improvements in rental rehabilitation projects for City approved projects. 7. Maintain/improve the quality of the community through a fair and unbiased code enforcement program. 8. Annually monitor the code enforcement program to identify properties suitable for rehabilitation efforts and provide information to homeowners on available residential rehabilitation resources.	2022-2024 / ON-GOING	For fiscal year 23/24, the City's Annual Action Plan set a goal of rehabilitation of 3 households for very low or low income families. Four households were actually rehabilitated (#1 & #4). All such information, materials, and applications continue to be available on the City's website (#5). In 2024, the City maintained membership with the San Gabriel Valley Regional Housing Trust in order to expand funding opportunities for the planning or creation of affordable housing at the lower income levels (#3). And, in 2024, the City hosted an affordable housing developer's roundtable (#2). In 2024 the City maintained and diligently carried out its code enforcement program (#7 & #8). City will continue to work on other objectives listed under this program.

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 2: CONSERVATION OF AT-RISK HOUSING	1. Annually, monitor the status of the 3 projects eligible for conversion to market-rate before October 15, 2031. The 3 projects are Golden Age Village, Lions Manor, and Pacific Bridge Adult Residential Facility. 2. Assist owners of deed-restricted rental properties to comply with state preservation notice law within 3 years, 6 months, and 12 months of the expiration of deed restrictions. Contact property owners 3 years before the expiration date to ensure tenants receive proper notification of any changes and are aware of available special Section 8 vouchers. 3. Contact at least one established nonprofit housing developer annually to solicit interest in acquiring and managing affordable projects should these, or similar projects, become eligible for converting to market-rate. 4. Continue implementation of neighborhood public improvements and property maintenance.	2022-2031	City has monitored and assisted with the 2 projects to maintain affordable housing stock within the City. Lions Manor and Pacific Bridge Adult Residential Facility have a low risk level of conversion and the estimated affordability end date for the respective developments are 2038 and 2037. City will continue to monitor or assist Golden Age Village to ensure affordable housing is maintained in the City (#1 & #2). City has maintained and diligently carried out its code enforcement program through 2024 (#4). City will continue to work on other objectives listed under this program.
PROGRAM 3: EFFICIENT PERMIT PROCESSING	1. Continue to offer a ministerial process and annually review department processing procedures to ensure efficiency. 2. Continue to promote efficient permit processing to increase affordable housing development. Prioritize affordable and special needs housing for processing. 3. Annually assess the City's permit streamlining process and continue to implement best practices with efficient project review procedures. 4. Evaluate compliance with CA law and provide tools on the website that increase information and transparency regarding fees, zoning, and development requirements on a parcel-specific basis by 10/2024.	2022-2024 / ON-GOING	City staff is currently evaluating the processing of all applications and how they are efficient and will take less time to process. Work will be on-going throughout the Housing Element Cycle. A new online permit processing system to streamline and quickly permit applications launched for all new housing development in spring of 2023 with continued refinements in 2024. Fees and zoning information is available on the City's website and staff has initiated efforts to enable the public access development requirements on a parcel-specific basis.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 4: HOUSING FOR SPECIAL NEEDS POPULATION	1. Continue to allow transitional and supportive housing as a residential use and only subject to those restrictions that apply to other residential dwellings of the same type in the same zone, in compliance with State Law. 2. Amend the MPMC by 03/2024 to eliminate the CUP requirement for community care facilities licensed for 7+ persons and apply parking standards to facilities similar to other residential uses in the same zone. Amend the Code to allow group homes of 7+ persons in all residential zone with objective standards consistent with State law and fair housing requirements. 3. Continue to permit emergency shelters by right in the O-P Zone. 4. Biennially monitor policies, standards, and regulations, in regard to supporting housing developments for vulnerable groups in the City, to ensure that they do not unduly impact persons with special needs. 5. Continue to operate the Neighborhood Engagement Team (NET) by employing a social worker and housing navigator. 6. Annually evaluate resources needs for the NET. 7. Promote housing mobility and increase housing choices in higher opportunity areas. 8. By 03/2024, make incentives available for affordable and special needs housing. 9. Review the MPMC within 2 years after adopting the HE to comply with CA law governing zoning for transitional and supportive housing 10. Nurture ongoing partnerships that help development of supportive and transitional housing by organizing annual roundtable meetings with 2 local or regional affordable and special needs housing developers and providers and develop and refine City strategies that promote special needs housing. 11. By 03/2024, amend the MPMC to allow Low-Barrier Navigation Centers in residential and mixed-use zones, as well as nonresidential zones permitting multifamily uses, in compliance with State Law. 12. By 10/2024, assess capacity to accommodate homelessness. By 03/2024, amend the MPMC, if needed, to comply with all statutes adopted since 2013 to be consistent with State Law. 13. By 03/2024, amend the MPMC Chapter 21.20 to remove constraints to the provision of housing for disabled people. Provide information to residents on new reasonable accommodation procedures via permit counter and website by 12/2023. 14. Implement a development fee structure by 10/2024 for care facilities based on a per square foot basis rather than per unit basis.	2022-2024 / ON-GOING	In 2024, City continued to use the Neighborhood Engagement Team (NET) to address homelessness and has used funding through the PHLA grant to continue its operations (#5). In 2024, the City adopted Ordinance 2247 which amended the Code by increasing residential density limits, changed the multi-family residential parking standards, and adopted regulations for supportive housing, emergency shelters, and group housing (#1, #3, #8, #11). City will continue to work on other objectives listed under this program.
PROGRAM 5: FLEXIBILITY IN DEVELOPMENT STANDARDS AND FEES	1. The city will prepare a map showing the location of properties in the radius and market the use of AB 2097. 2. To address parking constraints for multifamily, the City will fully implement AB 2097 including adopting reductions in parking requirements by 03/2024. 3. By 10/2023, identify opportunities to offer monetary incentives to promote affordable housing projects in coordination with Program 3 and 4. 4. Facilitate the entitlement of at least 10 housing units available to lower and moderate-income households on an annual basis and promote housing mobility and increase housing choices and affordability in higher opportunity areas. 5. Identify and revise development standards to encourage affordability by design by 10/2024.	2022-2024 / ON-GOING	In 2024, engineering Staff created a map showing the location of properties within the AB 2097 radius (#1). In 2024, the City adopted Ordinance 2247 which amended the Code by reducing multi-family residential parking (#2, #4). Ordinance 2247 also increased residential density limits which encourage affordability (#5). In 2024, the City approved a 7 unit affordable housing project (#4). Other portions of this program will be carried out throughout the Housing Cycle.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 6: LOT CONSOLIDATION	1.Post sites on the website by 10/2023 and provide list to interested developers when requested, and review annually for accuracy. 2. Incentivize lot consolidation by 03/2024 by offering such as fee waivers, reduced development fees, expedited permit processing, greater density bonus incentives, and modifications to parking, height, or setback standards. 3. Utilize and encourage the use of the BRDZ as a way to make lot consolidation feasible. 4. Facilitate lot consolidation for mixed-use developments by assisting developers to encourage negotiations between property owners	2022-2024	Staff created an interactive map of the City's Site Inventory and has been made available on the City's website (#1). In 2024, staff continued to encourage lot consolidation as projects were presented. Staff will continue to monitor sites that allow for lot consolidation.
PROGRAM 7: MONTEREY PARK MUNICIPAL CODE	1. LUE/Zoning Consistency: Amend the MPMC to ensure consistency with the GP LUE by 03/2024. 2. Amend the MPMC to increase the density in the R-3 zone to 30 du/ac and increase the height limit, to match development assumptions in Section 4, Housing Resources. 3. MU Land Use Designation: HE includes 317 parcels under the MU land use designation which includes 2,675 RHNA units of which 1,409 are for lower-income households. City has not adopted zoning standards to implement the land use designations. The City currently has a shortfall of sites to accommodate the RHNA and must include a program committing to sufficiently implementing zoning, consistent with the City's land use element. 4. By 03/2024, complete zoning amendments to implement the MU land use designation and increase densities in the R-3 zone along with the appropriate development standards by: Permitting owner-occupied and rental multifamily uses "by-right" for developments in which 20 percent or more of the units are affordable to lower-income households; allowing min 16 units/site; min density of 20 units/ac; allow 100% res. use and require that res. use occupy 50% of the total floor area of a mixed-use project. 5. Implement all of the requirements of State Law for sites MU - land use designation and R-3 - Zone to accommodate the City's RHNA. Allow projects according to the proposed zoning identified in the sites inventory to implement State Law. 6. AFFH: MU sites are located near major transit stops; affordable housing and a variety of housing choices near transportation and amenities will improve access to opportunities. MU land use designation encompass TCAC designated high-resourced census tracts further promoting housing for all income levels in high resourced areas. 7. Complete a mid-cycle eval of development trends and progress on nonvacant R3 and MU sites. If City not making progress to develop on these sites, make necessary adjustments to zoning. Complete mid-term evaluation by 04/2025 and implement additional strategies if necessary by 12/2025. 8. Amend the North Atlantic, Mid Atlantic and Garvey-Garfield SPs and replace with zone districts consistent with the LUE by 03/2024. 9. Amend the MPMC by 03/2024 to allow, by right, a mix of housing compatible in scale and form with detached SF homes, such as duplexes, triplexes, fourplexes, courtyard buildings, and townhouses within low density res zones. 10. Consider a sliding scale for parking requirements for res projects based on unit type and size, and amend the MPMC based on the findings of the study, by 03/2024. 11. Amend emergency shelter parking requirements to comply with State Law, by 10/2023. 12. Amend the MPMC by 03/2024 for any employee housing for six or fewer employees to be treated as a SF structure and permitted.	2022-2025	In 2024, the City adopted Ordinance 2247 which amended the Code by increasing residential density limits, changed the multi-family residential parking standards, and adopted regulations for supportive housing, emergency shelters, and group housing (#1, #2, #10, #11). By 03/2025, the City will implement "by-right" approval for developments in which 20% is affordable (#4). By mid 2025, the City will amend the Specific Plans to be replaced with zone districts consisted with the LUE (#8). SB9 and SB10 allows for by-right housing in low-res zones in the City (#9). City will continue to work on other objectives listed under this program.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 8: ENSURE ADEQUATE SITES TO ACCOMMODATE REGIONAL FAIR SHARE OF HOUSING GROWTH	1. Maintain inventory of housing sites in multi-family districts and high opportunity/resourced areas on an ongoing basis and post on website by 03/2024. 2. Maximize the density potential of limited land resources by promoting residential densities and incentives that achieve the highest allowable density for specific properties. 3. Update vacant/underutilized res sites inventory to maintain accurate information and provide assistance and information on available parcels for lower-income developments to private or non-profit housing providers. 4. When requested, provide technical assistance and information on available parcels for lower-income developments to private or non-profit housing providers. 5. By 10/2023, establish process to monitor project approvals/affordable housing construction through annual review of Permits and/or completion of an annual HE progress report pursuant State Law. This process will ensure residential capacity is maintained to accommodate RHNA. Should development on sites result in a reduction of capacity, City to identify sufficient alternative sites to accommodate shortfall. Annual evaluation will assess development to determine sites are developed for nonres uses and ensure current procedures facilitate mixed-use or res development for lower-income households 6. Annually evaluate effectiveness/appropriateness of available incentives/programs for development of identified sites. Eval to consider interest in development, project proposals/approvals, impacts of development costs, and the development of housing affordable to lower-income households. If incentives/programs not effective, the City will reassess to develop alternative strategies to incentivize development. 7. Continue to annually monitor underutilized sites that have potential for alternative housing options. 8. City to comply with CA law re: reporting requirements including, without limitation, annual reporting.	2022-2024 / ON-GOING	Staff created an interactive map of the City's Site Inventory and has been made available on the City's website (#1). City Staff continues to ensure residential capacity is maintained to accommodate RHNA by completing the APR (#5). City will continue to work on other objectives listed under this program.
PROGRAM 9: RESIDENTIAL SITES MONITORING PROGRAM	1. Maintain updated inventory of res housing developments that have been submitted, approved, and denied throughout the housing cycle. 2. Promote sites available for lower- and moderate-income housing development. Facilitate the entitlement of at least 10 housing units available to lower and moderate-income households on an annual basis. 3. Annually monitor the City's remaining housing capacity to ensure compliance with State Law.	ON-GOING	City staff uses its entitlement and permit tracking system to keep an inventory of residential housing developments that have been submitted approved and denied through the housing cycle which will be reported in the City's Annual Progress Report (#1). City staff continues to meet with developers to discuss projects offering lower and moderate income housing development. In 2024, In 2024, the City approved a 7 unit affordable housing project (#2).
PROGRAM 10: SITES USED IN PREVIOUS PLANNING PERIODS HOUSING ELEMENTS	1. Amend the MPMC by March 2024 to allow by-right approval for housing developments proposed on non-vacant sites included in one previous housing elements inventory and vacant sites included in two previous housing elements, provided that the proposed housing development restricts at least 20 percent of the units as affordable to lower-income households.	2022-2024	By 03/2025, the City will implement "by-right" approval for developments in which 20% is affordable.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 11: MIXED-USE SITES	1. Amend the MPMC by 03/2024 to eliminate max density limits, allow flexibility in unit types, sizes, provide increased FAR in mixed use zones, consistent with the LUE, and revise the min lot requirements to facilitate redevelopment on smaller lots where lot consolidation is not feasible. 2. Continue to facilitate the construction of residences in mixed-use developments by discouraging the development of exclusively commercial projects. By 03/2024, amend the MPMC to establish a min % of res development in zoning districts allowing a mix of res and comm uses pursuant to Program 7. 3. Continue to provide marketing materials on the website identifying site opportunities for mixed-use. Update website at least annually to reflect new development opportunities. 4. Continue to allocate financial resources and facilitate development of mixed-use projects by offering development incentives such as higher densities for projects with pedestrian linkage amenities and density bonuses for projects with affordable or senior housing by 10/2023. 5. Meet with at least two established potential developers annually to discuss affordable housing development opportunities within the areas designated by the GP LUE as Mixed Use. If development is not occurring the City will make recommendations as appropriate to provide additional incentives or modify development standards on an annual basis.	2022-2024 / ON-GOING	City has been working with a consultant to implement this program, with the expected completion by late 2024. While changes to the Municipal Code have not been formalized in the Zoning Code, City has permitted the heights and densities as prescribed by the General Plan. Futher, City has met with several developers including both market rate and affordable housing developers to explore where residential development opportunities exist.
PROGRAM 12: ACCESSORY DWELLING UNITS	1. Continue to allow ADUs as a permitted use in all res land use categories on parcels with existing SF homes. 2. Develop financial incentives by 03/2024 for ADUs that commit to renting to lower and moderate-income households. Develop other incentives and programs such as technical assistance resources and pre-approved plans to promote ADU production by 03/2024. 3. By the end of 2023, include fair housing info in ADU application, especially on source of income protection (such as use of HCVs for rent payments). Increase outreach and education on opportunities for ADUs to provide more affordable housing. Outreach and education will be conducted annually via City Hall, community events, pop-up events, and direct mailing. 4. Support City's effort for alternative forms of affordable housing with the goal of achieving 128 ADUs over eight years. 5. Annually monitor ADU provisions/legislation and amend the MPMC as necessary in compliance with CA law. 6. Annually monitor ADU production and affordability on a bi-annual basis. 7. Perform a review of ADU trends every 2 years and commit to adjustments if assumptions are not met. If not meeting ADU goals, implement additional action(s) every 6 months depending on the severity of the gap. Additional actions could include public outreach efforts, ADU incentives, and/or rezoning to bridge the gap.	2022-2024 / ON-GOING	In 2024, the City advertised for architects to propose their design to implement a pre-approved ADU program. This prgram is currently under review (#2). By mid 2025, the ADU application will be updated to include fair housing info (#3). In 2024, the City issued certificate of occupancies to 36 ADUs (#4) By 03/2025, the City will adopt an ADU ordinance to be in compliance with State Law (#5).
PROGRAM 13: REPLACEMENT HOUSING	1. By 03/2024, the City must have a policy in place requiring the replacement of units affordable to the same or lower income level as a condition of development on a nonvacant site consistent with those requirements set forth in Density Bonus Law.	2022-2024	By 03/2025, the City will amend the MPMC to require replacement housing.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 14: AFFORDABLE HOUSING DEVELOPMENT INCENTIVES	1. Promote affordable housing development in high-resource areas, areas with multi-family development opportunities, and near major transit corridors by coordinating with at least one established developer annually. Facilitate the entitlement of at least 10 housing units to lower income households on an annual basis in coordination with Programs 3, 4, 5 and 11. 2. Explore funding through LACDA, HCD, and HUD and have a list available for interested developers by 10/2023. Funding programs may include single- and multi-family housing rehabilitation programs and homeownership programs administered by HCD. 3. Assess residual property tax distributions under the Redevelopment Dissolution Laws and determine if a portion can be set aside for an Affordable Housing Fund to assist in development of new units affordable to lower-income households by 12/2024. 4. If required, amend the MPMC by 12/2023 to reflect the Density Bonus requirements of the State Law. On an ongoing basis, advertise and inform prospective developers of options for density bonuses and incentives, and actively educate and promote density bonus increases on the website and offer technical assistance to developers. Meet with 1 established developer annually, and identify and adopt changes or new incentives to facilitate affordable housing development. 5. Monitor this program annually to identify any new density bonus legislation and amend the MPMC accordingly throughout the remainder of the planning period	2022-2024 / ON-GOING	In 2024, the City approved a housing project that included 7 affordable units (#1). In 2024 the City met with developers interested in providing lower income household units through the density bonus option. Conceptual plans may be submitted for further technical assistance by the City (#4 & #5) City amended the Density Bonus Ordinance in 2023 and subsequently advertised this option to developers in 2024.
PROGRAM 15: INCLUSIONARY HOUSING REGULATIONS	1. Research a range of policy options over 2024 to develop a strategic inclusionary housing ordinance that would be successful in the City. 2. Consider adopting an Inclusionary Housing Program by October 2024.	2022-2024	In August 2023, City passed and Inclusionary Housing Ordinance.
PROGRAM 16: HOUSING CHOICE VOUCHER PROGRAM	1. Continue to provide tenant-based rental assistance to approx. 390 households annually through cooperation with the LA County Development Authority (LACDA). 2. Maintain an inventory of properties actively participating in the Housing Choice Voucher Program (HCVP) throughout the housing cycle. 3. Support LA County's efforts in maintaining and increasing the current level of HCVP rental assistance through participation in lobbying efforts and support of County policies. 4. On an ongoing basis, share waiting lists between agencies in the region for the HCVP and allow and encourage portability of vouchers. 5. Coordinate with the LA County Housing Authority in 2023 about utilizing a mobility counseling program in Monterey Park. This program would market landlords and property owners and inform HCVP holders about their residential options in areas throughout the City and provides holistic supports to voucher holders seeking to move to areas outside of focus.	2022-2023 / ON-GOING	In 2024, the City continued its implementation of this program through its participation with LACDA to fund the the Housing Choice Voucher Program.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 17: FAIR HOUSING AND TENANT/ LANDLORD COUNSELING	1. Continue to work with the Housing Rights Center (HRC) to assist households and refer fair housing complaints. 2. Continue to provide information on fair housing resources to 500 households via newsletter and website, including notice of Walk-In Clinics in the City hosted by the HRC at least annually. 3. Continue to comply with all State and Federal fair housing requirements when implementing housing programs or delivering housing-related services. 4. Implement recommendations listed in LA County's Analysis of Impediments to Fair Housing Choice to remove constraints to fair housing choice that are feasible given staffing and funding constraints by 12/2024. 5. Annually coordinate with the HRC to provide education and outreach efforts on fair housing laws through media outlets available to City. Make content available in English, Spanish, and Chinese. update the website at least 3 times during the planning period with new information. 6. By 03/2024, website to with information about fair housing issues; provide examples of discriminatory practices; summarize applicable state and federal fair housing laws; and provide information on available services for 100 persons in need of housing, specifically for special needs or protected class populations. Information will be provided in English, Spanish, and Chinese. Update the City website with new information. 7. By 12/2024, expand the scope of services for fair housing services with the HRC to include expanded fair housing testing to determine landlord compliance with fair housing laws. Require reporting of findings on an annual basis. 8. Annually conduct at least 1 workshop with residents most impacted by discriminatory housing practices, specifically targeting special needs or protected class populations. Conduct workshops in a multi-media environment to maximize access, including social media. Information gathered from these workshops will be further analyzed by the City and information from the workshops will be used to adjust and improve strategies relating to housing mobility.	2022-2024 / ON-GOING	In 2024, the City continued to work with the HRC provide assistance to households facing fair housing issues. City will continue to work on other objectives listed under this program.
PROGRAM 18: COMMUNITY OUTREACH AND ENGAGEMENT	1. Develop a community engagement plan by 12/2024 to ensure outreach efforts for vulnerable communities with the goal of outreach to at least 100 vulnerable households, annually. 2. Share and distribute public announcements/information through a variety of mediums such as flyers, E-blasts, website updates, new media, and social media. 3. Actively monitor existing stakeholders and seek to find additional stakeholders from all sectors of the community to engage in the public participation process. 4. Increase accessibility to public meetings by conducting public meetings at suitable times, using online methods such as Zoom, having meetings be accessible to persons with disabilities, having meetings be accessible to nearby transit centers, and provide additional resources such as childcare, translation, and food services. 5. Ensure public engagement opportunities are conducted in a variety of languages including Spanish, and Chinese to help reduce language barriers in Monterey Park. 6. Continue to educate all community groups of the services available when it comes to both rental, homeownership, and rehabilitation/maintenance services	2022-2024 / ON-GOING	In 2024, City supported efforts of community outreach and engagement through its adoption of the Environmental Justice General Plan Element, and provided opportunities to participate in efforts to support housing through sustainable practices. Such events were publicized both in print and digital formats, with language translation available. City also targeted the area designated as a disadvantaged community within the City and hosted outreach events within the school serving that area (#1, #2) Programs highlighting housing, rental, homeownership, and rehabilitation and maintenance services for low and moderate income residents are published on the City's website and offered opportunities to the public to join virtual and in-person workshops.

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 19: AFFIRMATIVELY FURTHERING FAIR HOUSING	1. Fair housing outreach and education: Address the law by coordinating with fair housing organizations, outreach and education through the fair housing service providers, publicize fair hour litigation, and conducting random testing on a regular basis to identify issues, trends, and problem properties. Also in coordination with efforts from Program 17. 2. Incentives: Facilitate mixed-income developments citywide, especially in high-opportunity and resource-rich areas in the northern and western portion of the City through use of incentives and funding, Programs 3, 5, 7, 8, 11, 14, 15 and development of City-owned properties. Facilitate the entitlement of at least 10 housing units affordable to lower-income households. 3. Funding: Reduce barriers to housing, through use of the City's Housing Trust Funds, development of City-owned properties, and use of grant funding for housing. Annually work with local agencies/organizations to help identify and reduce barriers to housing. Develop a barrier reduction plan within 1 of when barriers are identified. 4. Fair housing outreach and education: Expand understanding of the current state of fair housing practices and potential areas of discrimination by conducting an in-depth study of fair housing issues around the City by 10/2024. Continue to facilitate opportunities for all residents and stakeholders to provide meaningful and effective input on proposed planning activities early on and continuously throughout plan development and the public review process. Outreach efforts to disadvantaged communities will be a priority. 5. Anti-Displacement: Produce anti-displacement materials and resources and partner with HRC to conduct outreach to notify potentially at-risk households of such resources. Provide focused outreach to residents in the northeast part of the city especially in the R3 zone. Reach 500 households annually. 6. Housing Mobility: By 03/ 2024 develop a targeted outreach effort that 1) increases awareness and education around Homeownership opportunities, the City's rehab program and ADUs and 2) connects lower-income residents with affordable homeownership and rental opportunities. Increase participation in programs to assist households such as homeownership education and residential rehab for historically underrepresented residents in the homeownership market. Increase participation homeownership education and outreach programs by non-white and/or low and moderate-income residents by 25 percent throughout the planning period with a special focus on southeast and southwest census tracts of the City. The City will do this by developing and implementing proactive outreach efforts by 2024 and conduct outreach annually.	2022-2024 / ON-GOING	In 2024, the City continued to work with the HRCprovide assistance to households facing fair housing issues (#1). In 2024, the City continued its membership with the San Gabriel Valley Regional Housing Trust to better position itself for funding sources related to housing to address homelessness, and the creation of extremely low, very low, and low income housing (#3). In 2024, the City requested proposals for an Analysis of Impediments to Fair Housing Choice Services. This proposal is under review (#4) and will be awarded in the coming months.

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
PROGRAM 19: AFFIRMATIVELY FURTHERING FAIR HOUSING (Continued)	7. Affirmative Marketing: By 2024, develop affirmative marketing strategies or plans for throughout the City but with a special focus on key neighborhoods such to promote housing mobility and address displacement risks. Potential options to implement this action: requiring and/or providing incentives and utilize other strategies to promote affirmative marketing plans in all new developments. The affirmative marketing plan will consider regional housing registries and ensure marketing materials for new developments are designed to attract renters and buyers of diverse demographics, including persons of any race, ethnicity, income, disability and familial status. 8. Targeted Investments and Place-Based: Target capital investments in areas of most need focused on improving community assets such as schools, recreational facilities and programs, social service programs, parks, streets, active transportation and infrastructure. Primarily focus these efforts in the moderate-resource areas in the north, southeast, and southwest portions of the City. Incorporate this priority into the City's Consolidated Plan 2020-2024 and/or the next update to the City's Capital Improvement Plan. 9. Targeted Investments and Place-Based: Implement tree-planting to reduce heat impacts. with the goal of planting trees in at least 3 AFFH target neighborhoods by the end of the planning period. Assess local park distribution with the goal of developing 3 new parks by the end of the planning period. Ensure equitable park-access to have a ratio of at least three acres of parkland per 1,000 residents by the end of the planning period. Promote/facilitate the conversion of existing public ROWs into green space by integrating parks and landscaping with the goal of 4 new projects in coordination with proposed mixed-use developments by the end of the planning period. Pursue joint use agreements and expanded public hours for school parks and recreation facilities in underserved areas of the City. Target at least 3 agreements by the end of the planning period. Expand bike/lanes across the City by implementing proposed improvements along identified deficiency areas. Complete at least 3 improvements by the end of the planning period. Provide translated signage and hiring multilingual staff – initiate this work by 2024 and throughout the planning period. Hire at least one multilingual staff. Provide streets that are clean/comfortable/attractive for pedestrian travel, especially in neighborhoods, the larger downtown area, and areas around pedestrian “attractors” such as public facilities, transit stops, schools, parks, and commercial uses. Complete 3 improvements to implement this goal by the end of the planning period. South Garfield Village Specific Plan covers the Southern side of the City bordering Montebello which is also a focus area for AFFH. This area is envisioned to have a future transit station with walkable and bikeable area that serves transit uses. The goals of this plan include revitalization, improved mobility and public improvements. The City Council allocated \$900,000 for public improvements in this area including mid-block pedestrian crossing and street trees along with connectivity and aesthetics. The City will target to complete at least 5 improvements during the planning period	2022-2024 / ON-GOING	In 2024, City supported efforts of community outreach and engagement through its adoption of the Envionrmental Justice General Plan Element, and provided opportunities to particiate in efforts to support housing though sustainable practices. Such events were publicized both in print and digital formats, with language translation avaliable. City also targeted the area designated as a disadvantaged community within the City and hosted outreach events within the school serving that area (#6, #7). City will continue to work on other objectives listed under this program.
PROGRAM 20: PUBLICLY OWNED SITES	1. Comply and maintain compliance with the Surplus Land Act 2. Release available sites and requests for proposals to develop on publicly owned sites and establish a schedule of actions to facilitate development by 10/2024. 3. Establish and implement a variety of incentives to facilitate housing development 4. Establish an RFP process and solicit developers by Spring 2024 5. Target development agreements within 6 months of response or interest from developers 6. Facilitate entitlements and approvals within one year of an application	2022-2024	In 2024, the City continued to comply with the requirements of the Surplus Land Act, related to public owned sites.
PROGRAM 21: FAIR HOUSING PROGRAM	Continuously assist residents with fair housing issues and concerns over eight years.	ON-GOING	In 2024, the City continued to work with the HRC provide assistance to households facing fair housing issues.

Jurisdiction	Monterey Park	
Reporting Period	2024	31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.			TOTAL UNITS ⁺	The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here :
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺		
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Monterey Park	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K	
Tenant Preference Policy	

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

Jurisdiction	Monterey Park
Reporting Year	2024 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$ 250,000.00	<i>Total award amount is auto-populated based on amounts entered.</i>
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Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Rezoning Inventory	\$15,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Property Owner/Public Outreach	\$10,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Legal Doc/Plat & Legal Desc. Prep	\$50,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Staff Report Prep & Public Hearing	\$40,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Analyze Zoning Ord & Process	\$10,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Developer Workshop	\$5,000.00	\$0.00	Completed	Other	Reimbursement received
Ord Prep & Staff	\$25,000.00	\$0.00	Completed	Other	Reimbursement received
Developer Workshop	\$5,000.00	\$0.00	Completed	Other	Reimbursement received
Staff Report/Public Hearing	\$20,000.00	\$0.00	Completed	Local General Fund	Reimbursement received
Housing Element Implementation Plan	\$30,000.00	\$0.00	Completed	Other	Reimbursement received
Development Implementation Plan	\$30,000.00	\$0.00	Completed	Other	Reimbursement received
Adoption of Plan with Housing Element	\$10,000.00	\$0.00	Completed	Other	Reimbursement received

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	9
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		110
Total Units		119

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		44
Total Units		45

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		122
Total Units		122



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3F

TO: The Honorable Mayor and City Council
FROM: Shawn Igoe, Director of Public Works
Subject: Consideration and possible action to adopt a Resolution Amending the Capital Improvement Plan and receive and file a summary of The Windstorm and Firestorm Local Emergency

RECOMMENDATION:

It is recommended that the City Council consider:

1. Receiving and Filing this staff report summarizing the status of windstorm and firestorm local emergency;
2. Adopting a Resolution to add projects to the Fiscal Year 2024-25 Capital Improvement Program; and
3. Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The City reviewed the environmental impacts of the extension under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), and 15378 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, and activities that do not constitute a "project" as defined, respectively. This activity reflects administrative changes and policy making. Accordingly, this activity is exempt from further review.

BACKGROUND:

On January 21, 2025, the City Council adopted Resolution No. 2025-R3 declaring a local emergency due to windstorm and firestorm events beginning on January 7, 2025, as reflected in the Governor's Executive Order dated January 12, 2025. At its January 21, 2025 meeting, the City Council authorized the City Manager to take necessary measures to protect public health, safety, and general welfare including urgency abatement and direct negotiation of contracts pursuant to Public Contract Code §§ 20168 and 22050 for the completion of capital improvement plan ("CIP") projects. These actions were necessary for several reasons including, without limitation, the following:

- The widespread structure destruction and damage from the windstorm and firestorm events will result in increased prices for construction products and

contractor services. Expediting the City's ability to secure contracts for capital improvement projects is in the public interest. Many of the approved public works projects are intended to improve vital infrastructure such as roads, water, stormwater, and wastewater facilities.

- The Governor's Executive Order dated January 12, 2025, directs state agencies to streamline building approvals. It is in the public interest for the City to jumpstart that process to assist with developers seeking to build within the City's jurisdiction.
- Fire prevention is always critical. The current emergency, however, starkly emphasized the immediate need to exercise the City's police powers to protect public health and safety. This, among other things, includes undergrounding power lines to the greatest extent practicable.
- The City expended public resources (personnel, equipment, gas, etc.) while assisting neighboring jurisdictions during this emergency. It is in the public interest for the City to seek reimbursement from federal and state agencies for these costs.

Since the adoption of Resolution 2025-R3 the City has directly negotiated the following public works contracts:

CIP No.	Project	City Council Approval	Contractor	Contract Amount
96054	2024-25 Concrete Improvement Project	2/19/2025	CT&T Concrete Paving, Inc.	\$230,957
96049	2024-25 Street Overlay at Various Locations	2/19/2025	Onyx Paing Company, Inc.	\$4,146,240
95042	Underground Storage Tank Removal & Replacement	2/19/2025	Tank Specialties, Inc. dba Tank Specialists of California	\$98,200

While the CIP is prepared and adopted during the annual budget process, new or updated projects may arise during the year that may need to formally be added to the CIP. At mid-year budget review, the Public Works Director ("Director") identified two new projects that needed to be added to the CIP. This includes the City Hall parking lot and Citywide solar, batteries and EV charging stations projects.

The scope of work for the City Hall parking lot includes the addition of public parking spaces, installation of EV charging stations, lighting and stormwater treatment. The total budget for this project is \$750,000.

The scope of work for the Citywide solar, batteries and EV charging stations includes the implementation of solar power and energy storage systems and installation of electric vehicle chargers at various locations throughout the City. The total cost for this project is

not yet determined. The Director will return to Council once costs and a contractor are identified.

At this time, it is recommended that City Council approve a Resolution amending Resolution 2024-R48 to add both the City Hall parking lot and Citywide solar, batteries and EV charging stations to the FY 2024-25 CIP.

2024-25 STRATEGIC PLAN GOAL:

The adopted resolution meets the City's goal to maintain, build and modernize infrastructure and facilities to support the current and future needs of our city and community.

FISCAL IMPACT:

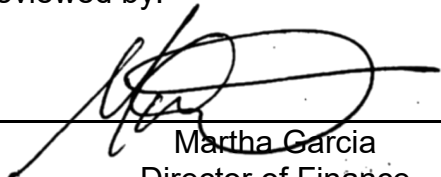
The costs for the recently awarded contracts are budgeted within the City's FY 2024-25 CIP. The costs for the proposed City Hall parking lot project were approved with the FY 2024-25 midyear budget. The proposed Citywide solar, batteries and EV charging stations project will remain unfunded at this time to allow for additional planning and identification of total estimated costs.

Respectfully submitted by:



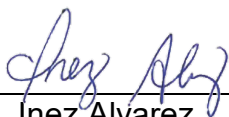
Shawn Igde
Director of Public Works

Reviewed by:



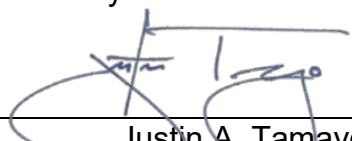
Martha Garcia
Director of Finance

Approved by:



Inez Alvarez
City Manager

Reviewed by:



Justin A. Tamayo
Assistant City Attorney

ATTACHMENT:

1. Resolution

ATTACHMENT 1
Resolution

RESOLUTION NO.

A RESOLUTION AMENDING RESOLUTION NO. 2024-R48 TO ADD THE CITY HALL PARKING LOT AND CITYWIDE SOLAR, BATTERY, AND EV CHARGING STATIONS PROJECTS TO THE CAPITAL IMPROVEMENT PLAN (“CIP”) AND FINDING SUCH AMENDMENT CONFORMS WITH THE GENERAL PLAN.

BE IT RESOLVED by the City Council of the city of Monterey Park as follows:

SECTION 1: The City Council finds and declares as follows:

- A. This Resolution amends Resolution 2024-R48 by adding both the City Hall parking lot and Citywide solar, batteries and EV charging stations to the FY 2024-25 Capital Improvements Program (“CIP”) (the “Project”).
- B. The Projects was not previously included within the CIP, as approved by Resolution No. 2022-R48 on June 18, 2024.
- C. Pursuant to Monterey Park Municipal Code (“MPMC”) § 2.56.020(B), the City Council is the Monterey Park Planning Agency for purposes of this Resolution.
- D. Annual review of the CIP will occur on a future date, and any revisions proposed at the annual CIP review will be duly noticed pursuant to applicable law.
- E. The City reviewed this Resolution’s environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”), the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et set., the “CEQA” Guidelines”), and the City’s Environmental Guidelines.
- F. This Resolution is adopted based upon the entirety of the administrative record including, without limitation, the staff report submitted by the Director of Public Works (“Director”).

SECTION 2: Findings. Pursuant to Government Code § 65401, the City Council finds that the CIP, as amended by adding Projects, is consistent with the Monterey Park General Plan. Among other things the CIP meets the following goals in the General Plan:

- Goal 2.0 of the Circulation Element: Provide a local street system that accommodates current and future traffic volumes;
- Goal 5.0 of the Circulation Element: Create and maintain a connected system of bicycle routes and pedestrian facilities that meets the need of City residents;
- Goal 6.0 of the Circulation Element: Ensure that all development projects

provide well-designed parking facilities that are safe, convenient, and attractive;

- Goal 9.0 of the Natural Resources Element: Promote the installation of small-scale renewable energy systems such as solar panels and wind turbines in new and existing development.
- Goal 10.0 of the Natural Resources Element: Promote the use of renewable energy in City-owned facilities to reduce the municipal “carbon footprint” (total greenhouse gas emissions from energy production).

SECTION 3: Action. The City Council adopts this Resolution amending Resolution 2024-R48 by adding the City Hall parking lot and Citywide solar, batteries and EV charging stations to the FY 2024-25 CIP as set forth in the attached Exhibit “A” which is incorporated by reference. To the extent that Resolution 2024-R48 conflicts with this Resolution, it is superseded.

SECTION 4: Design Immunity; City Engineer. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 regarding the plans and construction of the Projects. Accordingly, in addition to the other projects in the CIP, the City Council authorizes the City Engineer to exercise discretionary approval for plans or designs for the Projects in advance of the construction or improvement as set forth in Resolution No. 2024-R48.

SECTION 5: Environmental Assessment. The City reviewed the environmental impacts of the extension under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the “CEQA Guidelines”). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), and 15378 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, and activities that do not constitute a “project” as defined, respectively. This activity reflects administrative changes and policy making. Accordingly, this activity is exempt from further review.

SECTION 6: Notice of Exemption. The Director of Public Works, or designee, is directed to file a Notice of Exemption in accordance with CEQA §§ 15062, and any other applicable law.

SECTION 7: Limitations. The City Council’s analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council’s lack of knowledge of future events. In all instances, best efforts were made to form accurate assumptions. Somewhat related to this are the limitations on the City’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 8: *Summaries of Information.* All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 9: *Construction.* This Resolution must be broadly construed to achieve the purposes stated in this Resolution. It is the City Council's intent that the provisions of this Resolution be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 10: *Severability.* If any part of this Resolution or its Application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 11: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 12: *Recordation.* The Mayor, or presiding officer, is authorized to sign this Resolution signifying its adoption by the City Council of the City of Monterey Park and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 13: *Effective Date.* This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

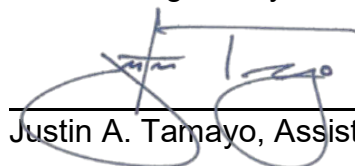
PASSED AND ADOPTED this 5th day of March, 2025.

Vinyl Ngo, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:
Karl H. Berger, City Attorney



Justin A. Tamayo, Assistant City Attorney

**Capital Improvement Program
FY2024-2025 Budget**

EXHIBIT A

Project	Fund	Project Description	Appropriation Amount
Enterprise Capital Projects			
86005	411	SEWER MASTER PLAN	\$424,733.00
86005	411	SEWER SYSTEM INVENTORY & MAPPING AND STAFF TRAINING	\$0.00
86005	419	SEWER MASTER PLAN	\$23,275.00
99011	411	EMERSON AVENUE PARALLEL PIPELINE	\$1,900,000.00
99021	411	PIPELINE REPLACEMENT - CIPRIANO AND EL PORTAL	\$304,886.00
99026	411	SEWER MANHOLE REHABILITATION	\$600,000.00
99027	411	SEWER REPAIRS AT VARIOUS LOCATIONS	\$3,000,000.00
99028	411	NEW SEWER LINES - VARIOUS LOCATIONS	\$400,381.00
		Sewer Sub-total	\$6,653,275.00
99012	401	GROUNDWATER TREATMENT SYSTEM	\$215,214.00
99012	402	GROUNDWATER TREATMENT SYSTEM	\$0.00
99012	403	GROUNDWATER TREATMENT SYSTEM	\$0.00
99012	408	GROUNDWATER TREATMENT SYSTEM	\$467,541.00
99005	401	MIRA VALLE WATER PROJECT	\$0.00
99006	401	MPK GOLF COURSE WATER MAIN EXTENSION	\$0.00
99007	401	RUSSELL STREET RESERVOIR	\$68,060.00
99007	408	RUSSELL STREET RESERVOIR	\$3,347,530.00
96001	401	N. ATLANTIC WATER IMPROVEMENT	\$2,019,175.40
99022	409	PLC UPGRADE	\$600,000.00
99024	408	WATER METER REPLACEMENTS	\$7,100,000.00
99029	401	WATER MAIN REPLACEMENT - NORTHEAST (PHASE 4) NICHOLSON & GARFIELD	\$0.00
99029	408	WATER MAIN REPLACEMENT - NORTHEAST (PHASE 4) NICHOLSON & GARFIELD	\$238,000.00
99030	408	WATER MAIN REPLACEMENT - NORTHEAST (PHASE 5) EXTERIOR PIPELINE	\$2,500,000.00
NEW	401	DE LA FUENTE ST MAINLINE REPLACEMENT	\$0.00
NEW	401	MONTECHICO DR MAINLINE REPLACEMENT	\$0.00
NEW	401	RUSSELL BOOSTER STATION	\$0.00
NEW	401	BROCKWELL AVE MAINLINE REPLACEMENT	\$0.00
NEW	401	REPLACE DELTA SETTLING TANKS	\$0.00
NEW	401	EAST GRAVES AVE MAINLINE REPLACEMENT	\$0.00
NEW	401	BRIGHTWOOD BOOSTER STATION REHAB	\$0.00
NEW	401	GRAYLOCK AVE MAINLINE REPLACEMENT	\$0.00
NEW	401	PIPELINE SEISMIC UPGRADE	\$0.00
NEW	401	DELTA BOOSTER STATION	\$0.00
NEW	401	DONCREST ST MAINLINE REPLACEMENT	\$0.00
99031	408	GARFIELD WATER MAIN REPLACEMENT (GARVEY TO CORAL VIEW)	\$1,800,000.00
99032	408	N. ATLANTIC WATER MAIN REPLACEMENT (NEWMARK TO HARDING)	\$2,200,000.00
NEW	401	Emergency Generator for Water Facilities	\$0.00
NEW	401	HIGHLAND SCHOOL WATERLINE LOOP	\$0.00
		Water Sub-total	\$20,555,520.40
Enterprise Capital Projects Subtotal			\$27,208,795.40
Street Construction Capital Projects			
96012	101	POTRERO GRANDE RENOVATION	\$3,473,210.70
96013	379	MTA MONTEREY PASS BIKE GRANT	\$0.00

**Capital Improvement Program
FY2024-2025 Budget**

96023	239	GARFIELD AVENUE CAPACITY IMPROVEMENT	\$688,587.25
96024	239	ATLANTIC AVENUE CAPACITY IMPROVEMENT	\$1,899,607.50
96025	239	RAMONA ROAD CAPACITY IMPROVEMENT	\$1,749,268.50
96026	239	ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL SYSTEM	\$8,775,531.59
96047	239	MONTEREY PASS ROAD IMPROVEMENTS	\$20,840,000.00
96052	239	GARVEY AVENUE CAPACITY IMPROVEMENT	\$18,202,000.00
96027	601	PAVEMENT MANAGEMENT STUDY	\$107,392.88
96031	601	STREET REHABILITATION -VARIOUS LOCATIONS	\$33,795.00
96031	101	STREET REHABILITATION-VARIOUS LOCATIONS	\$145,602.80
96034	239	SCHOOL AND CROSSWALK SAFETY ENHANCEMENT PROJECT - ATP CYCLE 4	\$329,973.65
96035	239	CESAR CHAVEZ AVE. PAVING PROJECT	\$53,670.00
96038	240	MAT CYCLE 1- POTRERO GRANDE REGIONAL PROJECT	\$7,448,925.00
96005	241	TRAFFIC SIGNAL UPGRADES	\$134,049.00
96046	101	MONTEREY PASS STREET REHABILITATION	\$100,000.00
96046	241	MONTEREY PASS STREET REHABILITATION	\$150,000.00
96046	246	MONTEREY PASS STREET REHABILITATION	\$1,056,878.00
96041	242	SLURRY SEAL	\$500,000.00
96042	237	STREET REHABILITATION - VARIOUS STREETS	\$85,768.85
96043	241	SIDEWALK REPAIRS - CITYWIDE	\$72,926.50
96043	236	SIDEWALK REPAIRS - CITYWIDE	\$0.00
96044	218	SAFE STREETS FPR ALL (SS4A)	\$984,000.00
96044	239	SAFE STREETS FPR ALL (SS4A)	\$245,000.00
96045	241	BUS STOP IMPROVEMENTS	\$600,000.00
NEW	242	ALLEYS REHABILITATION	\$0.00
NEW	242	PAVEMENT MANAGEMENT STUDY	\$0.00
96048	362	ADA IMPROVEMENTS	\$250,000.00
96049	101	PAVEMENT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)	\$1,000,000.00
96049	237	PAVEMENT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)	\$1,461,806.00
96049	601	PAVEMENT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)	\$295,524.89
96049	240	PAVEMENT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)	\$650,000.00
Street Sub-total			\$71,333,518.11
96040	248	STORM DRAIN MASTER PLAN/TMDL STUDY	\$300,000.00
96050	248	CATCH BASIN CPS UNITS	\$100,000.00
96051	248	STORMWATER INFILTRATION TRENCHES/DEMONSTRATION GARDEN	\$350,000.00
NEW		STORM DRAIN LINING ON BRADSHAW RESERVOIR TO GRANDRIDGE	\$0.00
Drainage Sub-total			\$750,000.00
Street Construction Capital Projects Subtotal			\$72,083,518.11
Community Capital Improvement Projects			
81401	502	IT EMERGENCY / MASTER PLAN	\$50,000.00
87001	101	COMPREHENSIVE GENERAL PLAN	\$0.00
91401	502	NETWORK EQUIPMENT (ERP)	\$367,498.89
91402	502	NETWORK EQUIPMENT (ERP) PSA	\$154,535.61
96018	101	DOWNTOWN PARKING LOT IMPROVEMENTS	\$567,153.00
95013	231	BARNES GYM RESTROOMS UPGRADES	\$223,411.90
95014	101	LANGLEY RESTROOMS UPGRADES	\$220,000.00
95014	231	LANGLEY RESTROOMS UPGRADES	\$196,763.25
95014	362	LANGLEY RESTROOMS UPGRADES	\$626,098.00
95025	363	DUAL MODEM MDC'S	\$0.00
EFD03	501	PUBLIC SAFETY	\$60,000.00

**Capital Improvement Program
FY2024-2025 Budget**

EPW02	501	PUBLIC WORKS VEHICLE	\$150,000.00
E0001	501	PUBLIC WORKS VEHICLE	\$360,000.00
ECS02	238	RECREATION AND COMMUNITY SERVICES VEHICLES	\$245,000.00
###	401	PUBLIC WORKS VEHICLE (WATER)	\$70,000.00
95031	362	PARK RESTROOM IMPROVEMENTS - BARNES PARK	\$445,000.00
NEW	362	PARK RESTROOM IMPROVEMENTS	\$0.00
EFD01	101	AMBULANCE	-\$75,416.37
95032	101	ELDER GYM ROOF REPAIR	\$430,298.00
95033	101	CITY HALL SKYLIGHTS ATRIUM REPLACEMENT	\$0.00
95034	101	CITY HALL ROOF REPAIR	\$0.00
95035	101	GARVEY RANCH PARK MUSEUM ROOF REPAIRS	\$1,324,416.00
95036	101	LANGLEY CENTER ROOF	\$2,500.00
95037	101	BARNES GYM ROOF	\$0.00
EPD01	101	POLICE VEHICLE	\$245,395.94
95038	101	Library Grant - new project	\$349,901.00
95038	360	LIBRARY GRANT - NEW PROJECT	\$700,187.00
NEW	101	FIRE STATION #63 REMODEL/RELOCATION DESIGN (YR1) & CONSTRUCTION (YR2)	\$79,742.00
95044	101	BARNES PARK GYM FLOORING	\$260,000.00
NEW	101	CONCRETE BARRIER WALL AT EOC	\$0.00
NEW	101	COUNCIL CHAMBERS SEATING REMOVAL & REPLACEMENT	\$0.00
NEW	101	PARK RESTROOM INTERIOR FIXTURE REMOVAL & REPLACEMENT	\$0.00
95042	101	UNDERGROUND STORAGE TANK REMOVAL & REPLACEMENT	\$118,000.00
NEW	101	AIR CONDITIONING UNIT REPLACEMENT - PHASE 2	\$0.00
NEW	101	CITYWIDE VEHICLES	\$750,000.00
95045	101	GARVEY RANCH MUSEUM/OBSERVATORY PAINT & EXTERIOR GATE REHAB	\$26,000.00
95046	101	LA LOMA PARK ADA RESTROOM & UTILITIES	\$350,000.00
95047	101	BARNES POOL DEMO	\$500,000.00
95048	101	FIRE STATION #61	\$10,000.00
95048	381	FIRE STATION #61	\$0.00
95049	101	FIRE STATION #63	\$3,000,000.00
95049	381	FIRE STATION #63	\$0.00
95050	101	CITY HALL PARKING LOT	\$750,000.00
Community Capital Improvement Projects Subtotal			\$12,556,484.22
ALL FUNDS			
	101	GENERAL FUND	\$13,626,803.07
	218	SS4A	\$984,000.00
	231	PUBLIC/PARKS/LIBRARY DIF	\$420,175.15
	236	TRANSPORTATION DEVELOPMENT ACT 3	\$0.00
	237	SB1	\$1,547,574.85
	238	PROP A	\$245,000.00
	239	MEASURE R	\$52,783,638.49
	240	Measure M	\$8,098,925.00
	241	PROP C	\$956,975.50
	242	GAS TAX	\$500,000.00
	246	HIGHWAY SAFETY IMPROV PROGRAM	\$1,056,878.00
	248	MEASURE W	\$750,000.00
	281	ATP CYCLE 4	\$0.00
	360	CDBG	\$700,187.00
	362	CDBG	\$1,321,098.00
	363	ARPA	\$0.00
	379	MTA MONTEREY PASS BIKE GRANT	\$0.00
	387	PER CAPITA 68 GRANT	\$0.00
	401	WATER	\$2,372,449.40
	402	WATER TREATMENT	\$0.00
	403	WATER TREATMENT	\$0.00
	408	WATER REVENUE BONDS	\$17,653,071.00

**Capital Improvement Program
FY2024-2025 Budget**

	409	WATER - DIF	\$600,000.00
	411	SEWER	\$6,630,000.00
	419	SEWER - DIF	\$23,275.00
	501	SHOP	\$570,000.00
	502	TECHNOLOGY	\$572,034.50
	601	STREET BONDS	\$436,712.77
	621	SALES TAX BONDS	\$0.00
	GRANT	GRANTS	\$0.00
TOTAL ALL FUNDS			\$111,848,797.73



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3G

TO: The Honorable Mayor and City Council
FROM: Chris Thompson, Fire Chief
SUBJECT: Receive and File Staff Report Summarizing the Status of the Emergency Replacement of Fire Department Self-Contained Breathing Apparatus

RECOMMENDATION:

It is recommended that the City Council consider:

1. Receive and file this staff report summarizing the status of the emergency replacement of self-contained breathing apparatus; and
2. Taking such additional, related, action that may be desirable.

BACKGROUND:

On December 18, 2024, City Council adopted Resolution No. 2024-R98 authorizing the City Manager to take necessary measures for the emergency replacement of self-contained breathing apparatus ("SCBA") for the Fire Department. SCBAs are critical personal protective equipment for fire suppression staff, and the Fire Department's ("Department") current inventory is no longer supported for repairs and replacement parts as of December 16, 2024. To ensure fire suppression staff are properly protected, the current inventory of SCBAs needs immediate replacement.

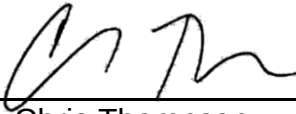
The Fire Chief ("Chief") obtained a quote from Bauer Compressors, Inc. for the replacement of SCBAs, which includes both the items and a comprehensive service warranty for \$633,812.92.

The City ordered the replacement SCBAs from Bauer Compressors on December 19, 2024. The Department received the first shipment of SCBAs the second week of January 2025, which contained about 30% of the needed SCBAs and parts. Bauer confirmed that the remainder of the order is slated to ship out the second week of March. Once the full order has been received, the necessary training and calibration will take place before the SCBA's are deployed for use.

FISCAL IMPACT:

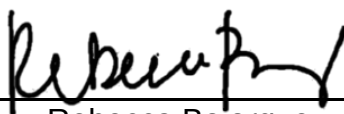
The project is being funded by the General Fund. The estimated cost of the project is \$635,000.

Respectfully submitted by:



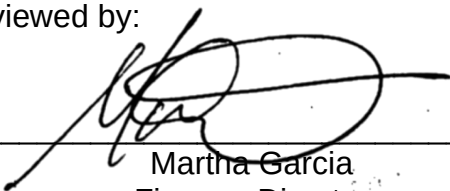
Chris Thompson
Fire Chief

Prepared by:



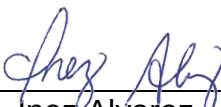
Rebecca Bojorquez
Principal Management Analyst

Reviewed by:



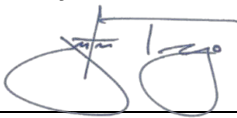
Martha Garcia
Finance Director

Approved by:



Inez Alvarez
City Manager

Reviewed by:



Justin A. Tamayo
Assistant City Attorney

ATTACHMENT:

1. None.



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Consent Calendar - 3H

TO: The Honorable Mayor and City Council
FROM: Kristin Olivarez, City Librarian
SUBJECT: Consideration and possible action to authorize the City Manager, or designee, to accept California Library Association Grant funding and appropriate funding into 2024-25 fiscal year budget

RECOMMENDATION:

It is recommended that the City Council consider:

1. Authorizing the City Manager, or designee, to accept \$4,500 in California Library Association grant funding to purchase books;
2. Authorize the City Manager to appropriate the \$4,500 grant funding into the 2024-25 Fiscal Year budget; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The Bruggemeyer Library ("Library") was notified of a \$4,500 grant awarded by the California Library Association's ("CLA") Lunch at the Library Partner Project. The grant funds will be used to purchase books to distribute to families at community meal sites in the City to help build their home libraries.

BACKGROUND:

The CLA Lunch at the Library Partner Project works with the California State Library's Lunch at the Library Program to provide funding for public libraries who want to collaborate with or establish themselves as trusted meal sites in their communities. The project helps strengthen library and meal site partnerships and connect more families to both nutritious food and library programming and services.

The grant funding will be used to purchase books for all ages, which will be distributed to families at community meal sites across the City, including Garvey Head Start school sites, Ynez Elementary School's food pantry, and the City of Monterey Park Tiny Tots and Extended Day Care. Families will use the books they receive to help build their home libraries. The Library will provide information on Library programs and resources in conjunction with these book distributions, which will occur in the Spring of 2025.

The Library has not previously received grant funding from the CLA Lunch at the Library Partner Project.

FISCAL IMPACT:

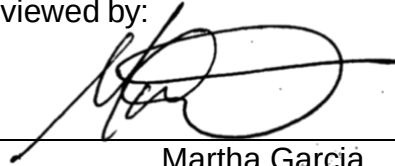
This action will add \$4,500 to the 2024-25 Fiscal year budget. This is a single year grant and no matching funds are required for this grant.

Respectfully submitted by:



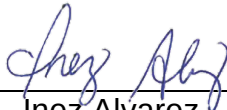
Kristin Olivarez
City Librarian

Reviewed by:



Martha Garcia
Director of Finance

Approved by:



Inez Alvarez
City Manager

Reviewed by:



Justin A. Tamayo
Assistant City Attorney

ATTACHMENT:

1. California Library Association Lunch at the Library Partner Project 2024-2025 Award Letter

ATTACHMENT 1

California Library Association Lunch at the Library
Partner Project 2024-2025 Award Letter

Frazier, Lauren

From: CLA Lunch at the Library Partner Project Grant <latl@cla-net.org>
Sent: Thursday, February 6, 2025 11:50 AM
To: Frazier, Lauren
Cc: Patricia Garone; Kari Johnson
Subject: CLA Lunch at the Library Partner Project 2024-2025 - Grant Award Notification – Monterey Park Bruggemeyer Library

[EXTERNAL EMAIL]

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear LV:

Congratulations! We are happy to inform you that Monterey Park Bruggemeyer Library has been awarded \$4,500 to support your plans for Spring 2024-2025. Funds should be encumbered by May 31st, 2025.

To help us evaluate the impact of the Lunch at the Library Partner Project, as a Lunch at the Library Partner Project awardee, you will be required to:

1. Complete and submit the **Lunch at the Library Partner Project Final Expenditure Form** by May 31st, 2025 to document how funds were spent. (Please note that original receipts do not need to be submitted.)
2. Obtain **written approval from CLA Lunch at the Library Partner Project grant staff for changes/modifications** to the spending levels indicated on your initial grant application.
3. Complete a **Lunch at the Library Partner Project Participation Survey** to document project impact. Please note that we will ask for 1-3 photos to be submitted with the participation survey.
4. Disseminate and collect **Lunch at the Library Partner Project outcomes surveys** to programming participants.

Project staff will provide you with a final expenditure form, a library participation survey and outcomes surveys in a follow up email. By accepting these Lunch at the Library Partner Project funds, you are agreeing to complete the above requirements.

To aid and guide you during this project, please find a link to the [Lunch at the Library Partner Project Spending Guidelines](#). Should you have any questions about allowable and unallowable spending please contact us at <latl@cla-net.org>.

Congratulations again! We look forward to hearing about your fall/winter/spring programs and partnerships.

You can expect to receive your check in the amount of \$4,500 within the next 1-2 weeks.

All the best,

Trish Garone and Kari Johnson
Co-Project Coordinators | CLA Lunch at the Library Partner Project

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Patricia Garone & Kari Johnson, Co-Project Coordinators
The CLA Lunch at the Library Partner Project



City Council Staff Report

DATE: March 5, 2025

AGENDA ITEM NO: Public Hearing - 4A

TO: The Honorable Mayor and City Council
FROM: Jessica Serrano, Director of Community Development
SUBJECT: Adoption of a resolution implementing the Small Business Assistance Program using Community Development Block Grant (CDBG) funds and a resolution to award a Memorandum of Understanding to the Chinatown Service Center for the implementation and administration of the Small Business Assistance Program

RECOMMENDATION:

It is recommended that the City Council consider:

1. Open the public hearing, take testimonial evidence, and close the public hearing;
2. Approve the implementation of the Small Business Assistance Program (SBAP) using an initial allocation of \$200,000 in Community Development Block Grant (CDBG) funds, 20% of which would be allocated for program administration, to support local businesses facing economic challenges and the lingering effects of the mass shooting tragedy and COVID-19 pandemic. Subject to funding availability, the City may allocate additional funds to support the program;
3. Adopt a resolution to adopt policies and procedures for distributing CDBG funds to qualified expenses and businesses and/or property owners participating in the SBAP to ensure compliance with all applicable CDBG regulations;
4. Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The City reviewed the environmental impacts of the draft Resolution pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines §§ 15060(c)(2), 15061(b)(3), 15378, and 15308 exempt activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, activities where there is possibility that it may have a significant effect on the environment, activities that do not constitute a "project" as defined, and actions to protect the environment, respectively. This activity is for general policies and procedure-making intended to promote economic development. Any subsequent construction or development will be evaluated separately under the CEQA Guidelines. Accordingly, the draft Resolution is exempt from further review.

EXECUTIVE SUMMARY:

After dissolving redevelopment agencies, the California Legislature adopted “Economic Opportunity” legislation in 2014, which allows use of public funds to promote economic development (SB 470, Wright 2013). Depending on the type of economic development a city is seeking to promote, a city may be required to make findings to demonstrate that the use of public funds towards economic development initiatives will likely create jobs, improve tax revenues, or satisfy a need for affordable housing.

The City Council’s 2024-2025 Strategic Plan includes a goal to “Strengthen our local economy and enhance housing opportunities”. Using elements of the Economic Opportunity legislation may help advance this goal.

The SBAP presents a valuable opportunity to leverage CDBG funding to directly support the local business community. By providing targeted financial assistance, the program can contribute to the economic recovery, growth, and long-term prosperity of Monterey Park.

Staff requests that the City Council approve the implementation of the SBAP, adopt a resolution establishing the program’s policies and procedures as described in Attachment 2 of this report, and authorize the City Manager to execute an MOU with CSC in an amount not to exceed \$200,000 for a term of 5 years for the administration of the SBAP.

BACKGROUND:

Government Code §§ 52200 to 52203 generally allows cities to expend public monies to help private enterprises for “economic opportunity.” Under this legislation, a city may also issue an economic development subsidy, such as a bond, loan, or incentive. Doing so requires a city to comply with certain notice and hearing requirements before granting an “economic development subsidy” in the amount of \$100,000 or more and must provide a report showing the efficacy of the subsidy.

An “economic development subsidy” is defined as:

“any expenditure of public funds or loss of revenue to a local agency in the amount of one hundred thousand dollars (\$100,000) or more, for the purpose of stimulating economic development within the jurisdiction of a local agency including, without limitation, bonds, grants, loans, loan guarantees, enterprise zone or empowerment zone incentives, fee waivers, land price subsidies, matching funds, tax abatements, tax exemptions, and tax credits.”

Before approving an economic development subsidy, a city must provide certain information in a publicly available written form and on the city website. That information must remain available during the term of the subsidy. That information includes identifying information pertaining to entities (aside from sole proprietorships) receiving

the subsidy; a description of the subsidy and its purpose; and the estimated number of tax revenue and jobs generated by the subsidy. The city also must provide public notice and a hearing before the subsidy may be granted.

Within the term of the grant subsidy, but not later than five years following the grant of an economic development subsidy, a city must issue a report regarding the subsidy. That report must be available to the public and posted on the city website. The report must contain the same information provided when the subsidy was first approved. In addition, it must include information related to the success of the subsidy, such as tax revenue and number of jobs created. During that time, the city must also hold a hearing to consider oral commentary on the report. If a particular economic development subsidy has a term of ten years or longer, the city must also hold a hearing when the term of the subsidy concludes.

On March 26, 2024, the City Council approved a City-wide Business Assistance Plan for the City to use as a central platform to allow the use of public funds for developing programs and initiatives related to business attraction and retention, such as tenant improvements, façade/sign improvements, and other financial assistance to business owners, operators, and developers to promote economic development.

In accordance with the Business Assistance Plan, the City seeks to establish SBAP using an initial allocation of \$200,000 in CDBG funds to provide forgivable loans to eligible businesses and startups. Subject to funding availability, the City may allocate additional funds to support the program. The following outlines additional details about the SBAP:

Goals:

- Promote Business Retention: Incentivize businesses to remain and thrive in Monterey Park and reduce commercial vacancies in the City.
- Stimulate Economic Growth: Encourage investments in business improvements and expansion.
- Enhance Accessibility: Support businesses in making their facilities accessible to all customers.
- Improve Community Aesthetics: Encourage businesses to enhance their exteriors and interiors and contribute to a more vibrant City.
- Foster Entrepreneurship: Support the launch and growth of new businesses in Monterey Park.

Program Structure:

SBAP will offer forgivable loans up to \$25,000 to help businesses with exterior and interior improvements, equipment purchases, and accessibility upgrades.

Qualified businesses include startup restaurants and retail businesses that began operating in Monterey Park on or after January 1, 2023; or existing restaurant and retail businesses operating in Monterey Park before January 1, 2023, that can show financial hardship or sales decline in the last two years.

No loan repayment is required within the first three years. The loan may be forgiven if the qualified business operates in Monterey Park for three years following receipt of the grant. If the business and/or property is sold or transferred before the three-year period ends, the remaining balance of the loan will be due upon sale/transfer. Loan repayment is a 1% fixed interest rate with a 3-year term if the business leaves or ceases operation within three years.

Program Administration:

City staff requested a proposal from Chinatown Service Center, which has extensive expertise in economic development, small business support, and local community engagement, for the SBAP administration, including:

- program development and implementation
- application processing and review
- outreach and marketing
- technical assistance to businesses
- reimbursement and disbursement management
- program monitoring and reporting, and
- CDBG compliance

Staff recommends Chinatown Service Center to administer the SBAP since it currently has offices within the City which provide community economic development related services to Monterey Park businesses. Chinatown Service Center proposes a fee of 20% of the allotted funding to administer the program, as indicated in Attachment 1. If \$200,000 is initially allotted to the program, the funding would be spent as follows:

- \$165,000 dispersed to qualifying businesses
- \$33,000 dispersed to Chinatown Service Center (20% of CDBG funds allocated to the SBAP) for program administration

The *Draft SBAP Program Summary* (Attachment 2) summarizes additional details regarding eligibility criteria, allowed expenses, and application process. While these details represent the current program structure, please note that adjustments may be made as needed to ensure the program's effectiveness and responsiveness to evolving community needs and economic conditions.

2024-25 STRATEGIC PLAN GOAL:

The SBAP supports the City's goal to strengthen our local economy and enhance housing opportunities by offering financial assistance to local businesses to address ongoing economic challenges and foster local economic recovery, stability, and growth.

LEGAL NOTIFICATION:

The legal notice of this hearing was published in the Monterey Park Progress and posted at City Hall, Monterey Park Bruggemeyer Library, and Langley Center on February 20, 2025, affidavits of posting on file.

FISCAL IMPACT:

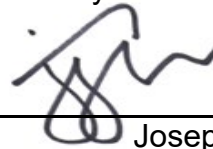
Funding for the SBAP forgivable loans and administration fee paid to Chinatown Service Center will be paid using CDBG funds, which is consistent with the adopted Annual Action Plan. Funds have been budgeted in the Fiscal Year 2024-25 budget.

Respectfully submitted by:



Jessica Serrano
Director of Community Development

Prepared by:



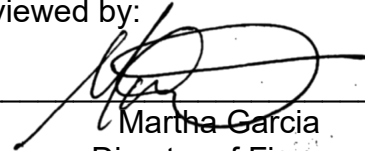
Joseph Torres
Economic Development Manager

Approved by:

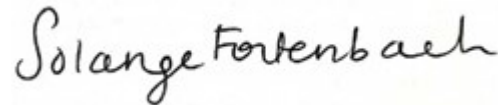


Inez Alvarez
City Manager

Reviewed by:



Martha Garcia
Director of Finance



Solange Fortenbach
Deputy City Attorney

ATTACHMENTS:

1. Resolution, including Exhibit A Draft Small Business Assistance Program
2. Chinatown Service Center Proposal

ATTACHMENT 1
Resolution, including Exhibit A Draft Small
Business Assistance Program

RESOLUTION NO.

A RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR DISTRIBUTING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR QUALIFIED EXPENSES AND BUSINESSES AND/OR BUSINESS PROPERTY OWNERS PARTICIPATING IN THE CITY OF MONTEREY PARK SMALL BUSINESS ASSISTANCE PROGRAM

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds as follows:

- A. Government Code §§ 52200 to 52203 authorize the City to promote economic development on a local level so that communities can enact local strategies to increase jobs, create economic opportunity, and generate tax revenue for all levels of government;
- B. After dissolving redevelopment agencies, the California Legislature adopted “Economic Opportunity” legislation in 2014, which allows use of public funds to promote economic development (SB 470, Wright 2013);
- C. On March 26, 2024, the City Council approved a City-wide Business Assistance Plan for the City to use as a central platform that uses public funds for developing programs and initiatives related to business attraction and retention, such as tenant improvements, façade/sign improvements, and other financial assistance to business owners, operators, and developers to promote economic development;
- D. In accordance with the Business Assistance Plan, the City seeks to establish the Small Business Assistance Program (the “Program”) to support local businesses and stimulate economic development;
- E. The City intends to utilize Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) to fund the program and enter into a memorandum of understanding with Chinatown Service Center, a nonprofit organization, to administer the program;
- F. Federal regulations governing the use of CDBG funds require the City to adopt policies and procedures to ensure that such funds are used for eligible expenses and activities and in compliance with all applicable laws and regulations;
- G. The City Council has reviewed and considered the draft policies, procedures, and application forms for the Program, attached hereto as

Exhibit A and incorporated herein by reference (the “Policies and Procedures”);

- H. The City Council hereby adopts the Policies and Procedures for the City of Monterey Park Entrepreneur Small Business Assistance Program, attached hereto as Exhibit A and incorporated herein by reference;
- I. The City Manager, or designee, is hereby authorized and directed to: 1) implement the Program in accordance with the Policies and Procedures and all applicable federal and state laws and regulations; and 2) make any necessary amendments to the Policies and Procedures as may be needed to ensure the Program’s effectiveness and responsiveness to evolving community needs and economic conditions.

SECTION 2: Severability. If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provision or application and, to this end, the provisions of this Resolution are severable.

SECTION 3: Electronic Signatures. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 4: Recordation. The Mayor, or presiding officer, is authorized to sign this Resolution signifying its adoption by the City Council of the City of Monterey Park and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 5: Effective Date. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded. (Mayor signature and attestation must be on the same page.)

PASSED AND ADOPTED this ____ day of _____, 2025.

Vinh T. Ngo, Mayor

Attest:

Maychelle Yee, City Clerk

Approved as to Form:

Karl H. Berger, City Attorney

EXHIBIT A

CITY OF MONTEREY PARK
SMALL BUSINESS ASSISTANCE PROGRAM

I. Purpose.

This Plan is adopted pursuant to Government Code § 52202 and per minute action dated March 26, 2024, to encourage private investment when public support is needed to make Businesses economically feasible within the City of Monterey Park. Businesses seeking to make improvements on real property within the designated Program Area may utilize the Assistance Programs established by this Plan.

II. Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions will govern the construction of the words and phrases used in this Plan. Words and phrases not defined by this Plan have the meanings set forth in the Government Code as the Economic Opportunity regulations commencing at Government Code § 52200, *et seq.*, the Monterey Park Municipal Code (“MPMC”), and any related or successor statutes or regulations (collectively, the “Authorizing Law”).

“Administrator” means the City’s designated program administrator, as designated by the Director of Community Development.

“Assistance Program” means a category of assistance provided pursuant to this Plan to provide economic opportunity within the designated Program Areas to promote the Plan. The types of Assistance Programs are listed below. Applicants may be required to demonstrate qualifications beyond the General Criteria in order to apply for an Assistance Program.

“Applicants” generally means new or existing commercial businesses seeking to locate or expand within the Program Area. Applicants must meet the minimum criteria identified by the Assistance Program for which they seek support pursuant to this Plan.

“Business” means professions, trades, and occupations and all and every kind of calling carried on for profit.

“Director” means the Director of Community Development, or designee.

“General Criteria” are minimum qualifications that Applicants must meet to apply for an Assistance Program.

“Program Area” means the area identified by each Program as the geographical area within which Applicant’s business/property must be located. Unless otherwise provided, the Program Area is coterminous with the City’s jurisdictional boundaries.

“Restaurant” means a bona fide eating place as defined by Business and Professions Code § 23038.

III. Procedure.

Applications submitted for an Assistance Program will be processed as follows:

- A. Except as otherwise provided, the Administrator is authorized to administer and implement the Plan.
- B. Applicants must complete a Plan application in a form provided by the Administrator.
- C. Applications will be reviewed on a first-come, first-served basis.
- D. Businesses will submit applications to the City’s designated program administrator, including all required documentations, project proposals, and supporting materials.
- E. The Administrator will review each application to ensure that the Applicant meets all requirements of this Plan and the Assistance Program identified by the Applicant.
- F. Based upon the application provided by an Applicant, and such additional information the Administrator may require from the Applicant, the Administrator must determine that the assistance under this Plan is necessary for the economic feasibility of the Business and that such assistance cannot be obtained on economically feasible terms in the private market.
- G. If the Administrator finds that the Applicant qualifies for and should obtain support from an Assistance Program, the Administrator should provide written notice to the Applicant regarding that determination.
- H. As soon as is practicable, but not later than 30 days after determining an Applicant qualifies for support, the Director will schedule a public hearing for the City Council to ratify the Administrator’s determination pursuant to Government Code § 52202(B).
- I. Following the City Council’s ratification of the Administrator’s decision, the Applicant must execute an agreement with the City in a form approved by the City Attorney. The City Council’s authorization for

entering into such an agreement will expire 30 days from the meeting at which it was delegated. If the Applicant fails to execute an agreement within that time period, the City Council's authorization will expire and be of no further force or effect.

- J. Nothing in this Plan, or otherwise, requires the Administrator to approve an application or provide support under this Plan. The City Manager, or designee, may suspend the Plan at any time upon good cause. Moreover, the City Council can cancel or modify this Plan at any time without notice to any Applicant.

IV. General Criteria. Applicants must comply with the following to apply for an Assistance Program:

- A. Applicants must be a new business or an existing business seeking to locate, expand, or aesthetically/structurally improve structures at their existing location within the Program Area for each Assistance Program.
- B. Applicants must either possess a valid business license or, if constructing improvements as a new business, obtain a business license before the City issues a final certificate of occupancy.
- C. Where applicable, Applicants must provide evidence to the Administrator showing the amount of private investment within the Business.
- D. Applicants must demonstrate how the assistance provided by the Plan will benefit the Business and community.
- E. Businesses must have annual gross sales of no more than \$1 million (as reported in the Business' federal tax filing the year prior to submitting an application under the Assistance Program).
- F. Applicants must demonstrate good cause for public assistance under this Plan. Good cause includes, without limitation, insufficient start-up capital (for new businesses); inability to secure conventional financing; initial cash flow challenges (for new businesses); or credit overextension.
- G. Applicants must identify the number of persons that are employed and will be employed by the Business.
- H. Applicants must provide a W-9 Form.
- I. Applicants must provide documentary evidence that they own the Business and that they own the real property at the Business's location, or are legally authorized to act on the owner's behalf as to submitting an application.

V. General Conditions.

- A. For all Assistance Programs, Applicants must execute an agreement with the City in a form approved by the City Attorney which, at a minimum, defends and indemnifies the City for any actions undertaken under this Plan; requires payment of prevailing wages; and otherwise complying with the Authorizing Law.
- B. Applicants must promote the City of Monterey Park in all their advertisement and marketing materials and promotion.
- C. Applicants must provide an endorsement for the City of Monterey Park in any future applications submitted by the City of Monterey Park seeking awards, marketing, and other similar activities.
- D. The Plan is dependent upon budget allocations determined by City Council resolution. Funding the Plan is dependent upon available, unexhausted and unencumbered appropriations. Should the City Council not appropriate sufficient funding for the Plan, all pending applications will be denied without the need for further notice to an Applicant.
- E. Improvements made under this plan must be completed within one-year after the City Council approves an application. The Director is authorized to approve one 6-month extension to this deadline for good cause shown.
- F. If obtaining support under this Plan, Applicants must pay prevailing wages for all improvements related to the Business pursuant to Labor Code § 1720, *et seq.*
- G. Ineligible businesses include: home-based businesses; warehouse and distribution businesses; and industrial and manufacturing businesses.

VI. Other Federal Requirements for Eligibility

This program is funded through the U.S. Department of Housing and Urban Development (HUD) grant and is subject to additional federal requirements. Qualified businesses must meet the following federal eligibility requirements:

- A. Federal Unique Entity ID (UEI) Number—Each business must obtain a Federal Unique Entity ID (UEI) Number, which replaces the DUNS number. To obtain this number, please go to:
<https://sam.gov/content/entity-registration>.
- B. Federal National Objective – The business must meet one of the following federal HUD National Objectives. (**Note:** The City will make the final determination of qualification under one of the two National Objectives based on federal requirements.)
 - 1. Low- and Moderate-Income Area Benefit (LMA) – The

business must have clients/patrons that live primarily in the residential areas immediately surrounding the business, and the residential area is considered low- and moderate-income. **(Note:** Typically, only local, small, non-franchise restaurants and retail stores meet the federal criteria for this objective. Low- and moderate-income areas are shown in the pink areas of the map on page 5); **OR**

2. **Low- and Moderate-Income Business Owner (LMJ)** – Each separate business owner must have a total household income that is considered low– and moderate-income. The maximum gross annual income for **EACH** business owner's **entire household** cannot exceed the gross income shown in the table below. For example, if Business Owner #1 has four people in the household, the maximum total household income for this business owner is \$110,950. If the Second business owner has 2 people in the household, the maximum total household income for this business owner is \$88,800. If any business owner's total household income exceeds the limits below, the business is not eligible. **NOTE:** Businesses that qualify as Low- and Moderate-Income Areas (LMA) above do not need to qualify under Business Owner Household Income (LMJ).

Maximum Business Owner Gross Annual Household Income (2024)			
Household Size (No. of persons)	Maximum Income	Household Size (No. of persons)	Maximum Income
1	\$77,700	5	\$119,850
2	\$88,800	6	\$128,750
3	\$99,900	7	\$137,600
4	\$110,950	8	\$146,500
The incomes listed above are determined by the U.S. Department of Housing and Urban Development (HUD) and are subject to change annually.			
Gross income is before deductions such as taxes, retirement contributions, union dues, etc.			
Gross income includes all gross income (before any deductions) for people 18 years of age and older, including, but not limited to, unemployment, wages, bonuses, social security, pensions, disability, child support, alimony, asset income from retirement accounts, checking accounts, savings accounts, CDs, stocks, bonds, etc.			

VII. Assistance Program: Restaurant and Retail Assistance, Expansion, and Modernization

A. Type of Support.

1. Restaurant and retail assistance loans for improvements or expansion (Chapter 2.1).
 - a. Loans are available for eligible improvements.
 - b. Loans under this program are available up to a maximum amount of \$25,000 for tenants.
 - c. For significant project improvements, an additional \$15,000 can be made available, at the Director's sole discretion as

confirmed by the City Council, to the Applicant of a joint tenant-property owner project.

- d. Loans are provided at a 1% interest rate for a term of up to three years, with 100% of the total loan amount forgivable at the end of the term. The loan amount that may be forgiven is amortized over the term of the loan agreement.

B. Additional criteria. In addition to the General Criteria, an Applicant must provide the following:

1. Applicants of the Program will be required to complete the program application and submit all required attachments (as specified on the application).
2. Matching Requirements: Loans under this program will provide a match of one-half (50%) of eligible project costs. This means that if an improvement project is estimated to cost \$50,000 overall, the City will loan \$25,000 to the Applicant.
3. Loans will be distributed on a reimbursable basis.
4. No loan repayment is required within the first three years.
5. If the business and/or property is sold or transferred before the three-year amortization period ends, the remaining balance of the loan will be due upon sale/transfer.

C. Additional conditions. In addition to the General Conditions, an Applicant must comply with the following:

1. Maintenance Requirements for the Restaurant Assistance Loan: Applicant and property owner will agree to maintain the improved premises in a satisfactory manner for a period of not less than three years after their completion. Specifically, Applicant and property owner will certify that they will:
 - a. Maintain the premises and the improvements funded through the Program in good condition including maintenance of the building interior and exterior and perimeter clean and free of graffiti, and the adjacent sidewalks clear and free of litter in accordance with industry health and safety standards and in accordance with this Agreement.
 - b. Maintain the building façade in good condition clean and free of graffiti and litter.
 - c. Maintain any building signage in good condition. Signage funded in part or in whole by the Program will not be removed or changed without the written approval of the City

except for signage changes made necessary by changes in tenancy.

2. Eligible Improvements:

- a. Eligible improvements include job creation.
- b. Eligible improvements include permanent interior and exterior building improvements which may include, without limitation, the following:
 - Plumbing Improvements
 - Electrical Improvements
 - Kitchen Construction/Improvements
 - Major Built-In Kitchen Equipment
 - Significant Dining Room Improvements
 - Flooring
 - Lighting
 - Booths or other anchored seating
 - Interior walls
 - Counter refurbishing
 - Americans with Disabilities Act (ADA) Improvements
 - New and/or upgraded wall signs and/or projecting signs
 - Windows, Doors, Awnings/Canopies, Paint, Exterior Lighting, Security Lighting
 - Permanent Patio/Outdoor Seating Improvements
 - New murals and/or mural restoration
 - Design and/or Architecture Costs
- c. Eligible modernization improvements and conversion projects include permanent interior and exterior building improvements which may include, without limitation, the following:
 - Conversions of Retail or Office Use into Restaurant Use
 - Grease Trap Installation
 - Utility Upgrades
 - Americans with Disabilities Act (ADA) Improvements
 - Exhaust Hoods
 - Seismic Retrofitting

- Hazmat Abatement (Asbestos and Lead-Based Paint)
- Roof Repair or Replacement
- HVAC Replacement/Repair

Additional improvements that are deemed to be consistent with the intent of the program will be reviewed and approved/disapproved on a case-by-case basis by the Administrator.

VIII. Fund Disbursement

- A. To ensure transparency and accountability, the Administrator will disburse grant funds on a reimbursement basis. Businesses must complete eligible work and incur expenses before receiving reimbursement.
- B. Businesses must complete approved projects or purchases and incur expenses before being reimbursed.
- C. Businesses must submit reimbursement requests with proof of payment (receipts, invoices, etc.) and other required documentation to the Administrator.
- D. The Administrator will review reimbursement requests for accuracy and compliance with all pertinent requirements of the Assistant Plan before disbursing funds to the Business.

IX. Review of Program.

Every twenty-four months, the City Council should review this Plan to determine if modifications are needed to address operational changes, amendment to governing law, actual experiences encountered during the prior twenty-four months, and changes in funding availability.

ATTACHMENT 2

Chinatown Service Center Proposal

Proposal for CSC Involvement in Monterey Park Small Business Assistance Program

Introduction

Chinatown Service Center (CSC) is committed to supporting small businesses in Monterey Park by serving as the technical assistance (TA) provider for the City's Small Business Assistance Program ("the City"). This program, funded by Community Development Block Grant (CDBG) funds, provides forgivable loans of up to \$20,000 for up to \$200,000 in total funding available for eligible businesses to support economic stability and growth. CSC's role will focus on identifying, evaluating, and assisting businesses through the application, approval, and post-award processes.

CSC's Planned Involvement

Business Outreach and Identification

To locate eligible businesses, CSC will:

- **Identify** clusters of the most impacted sectors including retail and food services
- **Canvass** key business areas in Monterey Park, engaging directly with business owners. (English & Mandarin & Cantonese)
- **Develop and distribute flyers** to inform businesses about the program and encourage applications. (English & Traditional Chinese)
- **Leverage City data** (if available) on declining sales tax trends to target businesses facing financial hardship.
- **Schedule consultations** for businesses identified through canvassing or sales data to further assess eligibility and collect necessary documentation.

Business Eligibility Assessment

CSC will conduct consultations to assess eligibility based on:

- **Operational status:** Business must be located in Monterey Park and hold a valid business license.

- **Financial Hardship** (for businesses operating before January 1, 2023): Must demonstrate financial hardship or declining sales over the past two years.
- **Required Documentation:**
 - Two years of tax returns
 - Three months of bank statements
 - Profit and loss statements (past two years)
 - Business plan and financial projections (CSC will assist in developing these if needed)
 - 941s if available to evaluate job retention / job creation
 - Sources and uses
 - Any additional documents necessary to verify eligibility, financial need, and project feasibility.

Scoring Rubric for Eligibility Assessment

CSC will utilize a structured **scoring rubric** based on the program's eligibility criteria:

- **Feasibility (1-10 points):** If the client has quotes readily available and is in a "ready to buy" situation, they receive full points. If they need to find a contractor, obtain licensing, or develop proposals, fewer points are allocated.
 - **Example:** A business with a contractor and pricing already secured scores higher than one still seeking quotes.
- **Impact (1-10 points):** Evaluates **job retention and job creation**, with businesses that preserve or create more jobs scoring higher.
 - **Example:** If two businesses apply and both meet the criteria, the one that will save or create more jobs will be weighted more favorably.
 - The remaining five points will be allocated based on the proposed use of funds:
 - **Equipment Purchases:** Full points if the equipment directly improves core operations, drives revenue, or increases capacity.
 - **Accessibility Improvements:** Businesses that demonstrate increased client access or reduce barriers receive full points; fewer points for minor upgrades.
 - **Facade Improvements:**
 - Full points for fixing dangerous or broken infrastructure (e.g., leaks, structural repairs).
 - Full points for major visual upgrades that enhance business visibility.
 - Fewer points for small aesthetic updates with minimal impact.
- **Alignment (1-10 points):** Measures how well the proposed project aligns with the program's goals, such as promoting business retention, stimulating economic growth,

enhancing accessibility, supporting job creation, improving community aesthetics, and fostering entrepreneurship.

- **Example:** A business project aimed at expanding services to underserved communities scores higher than a purely aesthetic renovation.
- **Priority Sectors (3 points):**
 - For the first three months after project launch, retail and food service business applications will be prioritized for review and approval. If they are within these sectors, they will have additional

Application Submission & Client Support

- CSC will assist businesses in submitting applications via a dedicated portal.
 - If the City provides a dedicated portal, CSC will utilize that portal
 - If the City does not provide a dedicated portal, CSC will develop in-language (English & Traditional Chinese) application form via Google Forms or Microsoft Forms.
- CSC will provide hands-on support in document preparation and submission, ensuring accuracy and completeness.(English & Mandarin & Cantonese)
- CSC will verify eligibility before forwarding applications to the City's program committee for final evaluation.

Approval Process and Post-Award Assistance

- **Approved Businesses:** CSC will guide businesses through the loan agreement, outlining key metrics, obligations, and forgiveness criteria. (Service in English, Mandarin, Cantonese. Loan agreement will not have translation)
 - CSC will support businesses on gathering relevant business documents needed for the loan agreement (English, Mandarin, Cantonese)
 - CSC will explain in plain language the high level overview of the loan agreement, including but not limited to: (English, Mandarin, Cantonese)
 - Loan terms
 - Loan length
 - Forgiveness eligibility
 - CDBG compliance
 - Reimbursement process
 - Conditions of repayment
 - CSC will collect wet signatures from the businesses and submit the document to the City for counter signing via document upload system to be provided by the City.

- **Non-Approved Businesses:** CSC will notify applicants and offer alternative business consultation and assistance through our small business support programs. (Service in English, Mandarin, Cantonese)

Fund Reimbursement Process

For approved projects, CSC will:

- Guide businesses through the **reimbursement request process**, ensuring timely submission of receipts, invoices, and required documentation. (English, Mandarin, Cantonese)
- Review and verify reimbursement requests according to City and CDBG guidelines before submission to the CSC's fiscal team for fund disbursement. CSC will coordinate with the City to establish the guidelines prior to program launch.

Fund Management and Disbursement

- CSC will maintain detailed financial records including:
 - W9 information for each approved business
 - General ledger records and reconciliations
- CSC fiscal team will apply Generally Accepted Accounting Principles (GAAP) to ensure accurate financial reporting and accountability
- Monthly financial reports of disbursed funds and remaining balances
- Disbursement checks requests will be submitted by the program staff or the program manager
- Disbursement checks will be approved and signed by one of the CSC signers
- Approved businesses will sign off for the checks disbursements

Program Monitoring & Evaluation

CSC will track and submit via word or excel document key program performance indicators on a **monthly basis** until the \$200,000 CDBG funds are exhausted, including: (Reporting in English, data gathering in-language)

- Number of businesses contacted
- Number of businesses assisted
- Jobs retained/created
- Loan forgiveness rates
- Number of businesses reached

- Time spent on each client
- Major updates or milestones achieved during the assistance process
- Total Funds Disbursed

After the CDBG funds are disbursed, CSC will submit via word or excel document **semi-annual follow-up** for funded businesses for **up to 3 years**. Including: (Reporting in English, data gathering in-language)

- Number of businesses served
- Jobs retained/created
- Project Implementation Status (Some projects are not fully funded through the forgivable loan)
- CDBG compliance
- Business feedback on the process
- Business testimonials / impact stories (if available)
- Loan forgiveness progress

CDBG Compliance and Adherence Plan

CSC will work with CDBG advisors to identify low-income areas for targeted outreach and ensure all activities align with CDBG national objectives, including benefiting low- and moderate-income individuals, eliminating blight, and addressing urgent community needs.

Business that close or move out of Monterey Park

Businesses that close or move out of Monterey Park and start the loan repayment process is out of scope for this contract.

Cost

City of Monterey Park will provide CSC with \$40,000.00 for the performance of the stated scope of work covering program administration until all \$200,000 CDBG funds have been disbursed.

Conclusion

CSC is dedicated to ensuring Monterey Park businesses thrive through this initiative. Our involvement will streamline the identification, assessment, and support process for businesses, maximizing program impact while fostering local economic stability. We look forward to working collaboratively with the City to help businesses grow and remain in Monterey Park.

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RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK
RECOGNIZING MARCH 2025 AS EMPLOYEE APPRECIATION MONTH**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds as follows:

- A. The City of Monterey Park is committed to providing high-quality services that enhance the safety, well-being, and quality of life for all residents and visitors.
- B. The City Council recognizes the dedicated full-time and part-time employees of the City of Monterey Park who work tirelessly to ensure the efficient operation of our City government and the delivery of essential services to the community.
- C. Each department and division is an integral part of the City, ensuring that governance, safety, fiscal sustainability, infrastructure, community engagement, community enrichment programs, neighborhood and economic vitality, and customer service are supported through daily actions and work performed by staff.
- D. The City Council acknowledges and appreciates all full-time and part-time City employees, for their hard work, knowledge, and dedication that contribute to the success of Monterey Park, making it a safe and welcoming community, and encourages all residents to join in recognizing and thanking the City's employees.

SECTION 2: *Action.* The City Council of the City of Monterey Park declares March 2025 as Employee Appreciation Month.

SECTION 3: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 4: *Reliance on Record.* Every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 5: *Limitations.* The City Council's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national

problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 6: *Summaries of Information.* All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 7: *Severability.* If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 8: *Execution.* The Mayor, or presiding officer, is authorized to sign this Resolution, signifying its adoption by the City Council of the City of Monterey Park, and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 9: *Effective Date.* This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 10: The City Clerk is directed to certify to the adoption of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED this 5th day of March 2025.

Vinh Ngo, Mayor

Attest:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:
Karl H. Berger, City Attorney

By: 

Justin A. Tamayo, Assistant City Attorney

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY
PARK, CALIFORNIA, DECLARING AND RECOGNIZING THE MONTH
OF MARCH 2025 AS AMERICAN RED CROSS MONTH**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds as follows:

- A. Clarissa (Clara) Harlowe Barton is one of the most honored women in American history known for her astounding devotion and dedication to helping others. Barton is considered a visionary whose humanitarian spirit helped change the world, and on May 21, 1881, founded the American Red Cross.
- B. After hearing of the Swiss-inspired global Red Cross network while visiting Europe following the Civil War, Barton and a few of her acquaintances campaigned for an American Red Cross and ratification of the Geneva Convention protecting the war-injured, which the United States ratified in 1882.
- C. Barton led the American Red Cross for 23 years and conducted its very first domestic and overseas disaster relief efforts. The American Red Cross also aided the U.S. military during the Spanish-American War and successfully campaigned for the inclusion of peacetime relief work as part of the global Red Cross network.
- D. The American Red Cross introduced its first aid, water safety, and public health nursing program prior to World War I, and by 1918, local chapters grew from 107 to 3,864 with more than 30 million adult and junior Red Cross members. Following the war, the Red Cross focused its service to veterans and enhanced its programs in safety training, accident prevention, in-home care, and nutrition education.
- E. Extensive services provided by the American Red Cross were once again needed for the U.S. military in World War II. This request initiated a national blood program that collected 13.3 million pints of blood for use by the armed forces. Following World War II, the Red Cross introduced the first nationwide civilian blood program that now supplies more than 40% of the blood and blood products in the United States today.
- F. The American Red Cross has since expanded its services to include civil defense, CPR/AED training, HIV/AIDS education, and the provision of emotional care and support in the wake of disasters and continues to assist government agencies and community organizations plan, coordinate and provide feeding, sheltering, and family reunification services for people affected by disasters.
- G. Today, the American Red Cross provides compassionate care in five critical areas: people affected by disasters in America; support for members of the military and their families; blood collection, processing, and distribution; health and safety education and training; and international relief and development.

- H. Since 1943, every United States President regardless of political party has issued messages and proclamations recognizing the tremendous efforts made by the American Red Cross including providing aid during disasters, ensuring access to lifesaving blood, providing education and training, and alleviating human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.
- I. The Monterey Park City Council recognizes the compassion of people in the Monterey Park community and reaffirms their commitment to care for one another in times of crisis. Kindhearted individuals in Monterey Park exemplify Barton's commitment as they step up through humanitarian efforts to provide a beacon of hope for those in need. Their voluntary and selfless contributions make a lifesaving difference and strengthen the Monterey Park community.
- J. The Monterey Park City Council hereby proclaims March 2025 as American Red Cross Month and encourages all residents of Monterey Park to reach out and support its humanitarian mission whether it is volunteering, donating blood, giving financially, or saving a life with first aid and CPR skills.

SECTION 2: *Electronic Signatures*. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 3: *Recordation*. The Mayor, or presiding officer, is authorized to sign this Resolution, signifying its adoption by the City Council of the City of Monterey Park, and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 4: *Effective Date*. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 5th day of March 2025.

Vinh Ngo, Mayor

Attest:

Maychelle Yee, City Clerk

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY
PARK, CALIFORNIA, DECLARING AND RECOGNIZING MARCH 2-6,
2025, AS READ ACROSS AMERICA WEEK**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds as follows:

- A. The act of reading has been around for thousands of years since the invention of the written word, and in the earliest years, reading was a skill that only the wealthy and educated segment of society possessed. As the years progressed, more individuals began to read and write, and reading came to be the common skill that it is today.
- B. In 1998, the National Education Association (NEA) established the nation's largest year-round celebration of reading known as NEA's Read Across America which focuses on motivating children and teens to read through events, partnerships, and reading resources that are about everyone, for everyone.
- C. NEA's Read Across America Day is celebrated every March 2 and commences Read Across America Week which spans through March 6. Read Across America Week is a celebration of reading and promotes adult involvement in the education of students throughout the nation.
- D. Across the nation, teachers, librarians, politicians, actors, athletes, parents, grandparents, and others develop Read Across America activities to bring reading excitement to children of all ages. Governors, mayors, and other elected officials recognize the role reading plays in their communities with proclamations and floor statements.
- E. The annual theme for NEA's Read Across America Day and Week is to Create & Celebrate a Nation of Diverse Readers. Monterey Park Residents are encouraged to read books with children and promote NEA's message that there is always room in the community for all readers.
- F. The City Council of the City of Monterey Park is committed to inspiring all residents, especially children and youth, to explore diverse perspectives and cultures through the eyes of others. Books provide lessons that improve the overall quality of life, encourage curiosity, promote knowledge, and support the countless possibilities available to every person.
- G. The City Council of the City of Monterey Park encourages all residents to stand firmly committed to promoting reading as the catalyst for students' future academic success, their preparation for jobs of the future, and their ability to compete in a global economy, and hereby proclaim March 2-6, 2025, as Read Across America Week.

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SECTION 3: *Recordation.* The Mayor, or presiding officer, is authorized to sign this Resolution, signifying its adoption by the City Council of the City of Monterey Park, and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 4: *Effective Date.* This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 5th day of March 2025.

Vinh Ngo, Mayor

Attest:

Maychelle Yee, City Clerk

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA, DECLARING AND RECOGNIZING THE MONTH OF MARCH 2025 AS WOMEN'S HISTORY MONTH, A NATIONAL CELEBRATION THAT HIGHLIGHTS THE CONTRIBUTIONS OF WOMEN TO EVENTS IN HISTORY AND CONTEMPORARY SOCIETY

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds as follows:

- A. In February 1980, President Jimmy Carter issued a presidential proclamation declaring the week of March 8 as National Women's History Week. The proclamation stated, "From the first settlers who came to our shores, from the first American Indian families who befriended them, men and women have worked together to build this nation. Too often the women were unsung and sometimes their contributions went unnoticed. However, the achievements, leadership, courage, strength, and love of the women who built America were as vital as that of the men whose names we know so well."
- B. Women's History Month originated as a national celebration in 1981 when Congress passed Public Law 97-28 which authorized the President to proclaim the week beginning March 7, 1982, as Women's History Week. Throughout the next five years, Congress continued to pass joint resolutions designating a week in March as Women's History Week.
- C. In 1987, after being petitioned by the National Women's History Project, Congress passed Public Law 100-9 which designed the month of March 1987 as Women's History Month.
- D. Between 1988 and 1994, Congress passed additional resolutions requesting and authorizing the President to proclaim March of each year as Women's History Month. Since 1995, U.S. Presidents, regardless of political party, have issued a series of annual proclamations designating the month of March as Women's History Month. These proclamations celebrate the contributions women have made and recognize the specific achievements women have made throughout American history in a variety of fields.
- E. Women's History Month corresponds with International Women's Day which is celebrated on March 8 worldwide. It provides an opportunity to celebrate the achievements of women while calling for greater equality.
- F. The National Women's History Alliance designates a yearly theme for Women's History Month. For 2025, the National Women's History Alliance (NWHHA) proudly presents the theme "Moving Forward Together! Women Educating & Inspiring Generations." This theme celebrates the collective strength and influence of women who have dedicated their lives to education, mentorship, and leadership.

- G. American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home.
- H. American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all.
- I. According to the latest data from the U.S. Census Bureau, women constitute approximately 52.06% of Monterey Park's population, reflecting their significant presence in the community. Additionally, 54.5% of women aged 16 and over in Monterey Park are part of the civilian labor force, underscoring their vital contributions to the local economy.
- J. Currently, Elizabeth Yang serves as Mayor Pro Tem, representing District 2. Maychelle Yee serves as the City Clerk and Amy Lee serves as the City Treasurer.
- K. The City of Monterey Park has a rich history of female leadership. Notably, Lily Lee Chen became the first Chinese American woman to serve as mayor in the United States when she was elected in 1984. Congresswoman Judy Chu served on the City Council from 1988 to 1994. Louise Davis, Patricia Reichenberger, Betty Couch, Marie T. Purvis, Rita Valenzuela, Sharon Martinez, Betty Tom Chu and Teresa Real Sebastian have served as Councilmembers. Marguerite Alstrom, Laura Lee McMillen, Theresa Amador and Pauline Lemire have served as City Clerks. Florence Hirt and Louise Davis have served as City Treasurers.
- L. The City Council of the City of Monterey Park declares the month of March 2025 as Women's History Month and encourages all residents to celebrate with appropriate programs, ceremonies, and activities.

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PASSED AND ADOPTED this 5th day of March 2025.

Vinh Ngo, Mayor

Attest:

Maychelle Yee, City Clerk