

**Minutes  
Monterey Park City Council  
Financing Authority (MPFA)  
Housing Authority (MPHA)  
Geologic Hazard Abatement District (GHAD)  
Successor Agency (SA)  
Regular Meeting  
April 15, 2026**

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, April 15, 2026, at 6:30 p.m.

**1. Call to Order**

Mayor Yang called the meeting to order at 6:51 p.m.

**2. Flag Salute**

The Monterey Park Police Explorers led the flag salute.

**3. Roll Call**

City Clerk Maychelle 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

Director of Finance Martha Garcia

Director of Human Resources and Risk Management Christine Tomikawa

Director of Community Development Timothy Hou

Director of Recreation and Community Services Robert Aguirre

City Librarian Kristin Olivarez

Director of Public Works Shawn Igoe

Fire Chief Jason Hing

Police Captain Gus Jimenez

Finance Manager Laura Borjon

IT Manager Martin Dinh

Principal Management Analyst Rebecca Bojorquez

Deputy City Clerk Cindy Trang

**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

**Virtually present:**

None.

**4. Telecommunications Announcement, if requested**

None.

**5. Agenda Revisions and Additions**

City Manager Alvarez requested to have Agenda Item Nos. 8.A., 8.B. and 8.C. to be heard before Staff Communications.

**6. Public Communications**

- Dawn Rock, on behalf of the Monterey Park Historical Society, shared her appreciation for the people who visited the Society's booth during the Cherry Blossom Festival and announced Align With Purpose (AWP), a new non-profit organization committed to strengthening the community's health and well-being, with their first project being the restoration of the Barnes Park pool.
- Jayro Queme, an outreach associate with Active San Gabriel Valley (SGV) a non-profit supporting sustainable and equitable livability in the San Gabriel Valley. He talked about their brand new SGV Bike Share Program where residents can rent bikes for a year for a discounted rate.
- The City Clerk's office received and filed five written communications from Joanne Kawai, Sarah McCormick, Lorian Horn, Nancy Morris and Chalisa Phiboolsook who are in support of an ordinance that prevents residential fences that block original house views of neighbors.

**7. Staff Communications**

Staff Communications were heard after Presentation Item Nos. 8.A., 8.B. and 8.C.

**7.A. City Manager's Office**

Assistant City Manager Garcia presented a PowerPoint presentation highlighting the surveys and events that have been circulating around the City, which include dates for the monthly compost giveaway; the Waste Disposal satisfaction survey; the opportunity to vote for the second annual Community Choice Awards and the Citywide Communication survey.

**7.B. Recreation and Community Services Department**

Director of Recreation and Communication Services Aguirre shared a PowerPoint presentation with an update to the upcoming programs and events in the City. He thanked the people who attended the Cherry Blossom Festival and the staff/volunteers who assisted in the preparation of the event. He announced the Monterey Park Birthday Play Days Festival that will be held in conjunction with the Cinco de Mayo celebration and announced the now sold out MPK Campout event and open registration period for the Kidventure Summer Camp.

**8. Presentation**

Presentation Item Nos. 8.A., 8.B. and 8.C. were heard after Public Communications.

**8.A. Los Angeles Astronomical Society's 100<sup>th</sup> Anniversary Recognition**

Keith Armstrong and Tim Thompson spoke about the history of the Los Angeles Astronomical Society, their principal roles throughout the decades, its established partnership with Monterey Park and invited the City Council and the residents to visit the observatory to see their current projects.

The City Council presented the Los Angeles Astronomical Society with a certificate of recondition for their recent achievement of celebrating 100 years.

**8.B. Mark Keppel High School Academic Decathlon Team**

Tin Tran, Head Coach of the Mark Keppel High School Decathlon Team, spoke about the support system the team received throughout the academic year and expressed his gratitude to the team and their achievements.

Council Member Sanchez recognized Ivan Liu as the highest scorer and Amber Kuo as the third-highest scorer in LA County. The City Council presented the Decathlon team with certificates of recognition for their accomplishments.

**8.C. Garfield High School Academic Decathlon Team**

Brian Cheng, Head Coach for the Garfield High School Academic Decathlon Team, elaborated on his team's accomplishments in winning the Los Angeles Unified School District (LAUSD) Academic Decathlon. He commented on the symbolic meaning behind his team's first place win and emphasized the ideology of not allowing stereotypes to dictate the path in a person's life.

Council Member Sanchez recognized Joseph Villa for the third-highest scorer in LAUSD. The City Council presented certificates of recognition to the Academic Decathlon team for their achievement.

**9. Old Business**

None.

## **10. Consent Calendar**

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 Agenda Items Nos. 10.A., 10.B., 10.C., 10.D., 10.E. and 10.H. except for Agenda Item Nos. 10.F. and 10.G. which were pulled for discussion, separate motion, reading resolutions and ordinances by the title only and waiving further reading thereof.

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

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

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

Recusal: Council Members: None

### **10.A. Minutes**

The minutes are a record of the official actions taken at the City Council meeting.

Recommendations:

It is recommended that the City Council consider:

1. Approving the minutes from the special meeting of February 18, 2026, the regular meeting of February 18, 2026 and the special community meeting of February 24, 2026; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved the recommendation, on Consent Calendar.

### **10.B. Professional Services Master Agreement for Sales Tax, Business License Tax, and Transient Occupancy Tax (TOT) Auditing Services and Utility User's Tax Administration**

The City has two existing agreements with Hinderliter De Llamas and Associates/Hinderliter Software, LLC (HDL) for the sales and transaction tax consulting, business license tax operations, transient occupancy tax (TOT) and auditing services. The proposed master agreement will consolidate the two agreements and will add the utility user's tax administration services.

The two existing HDL agreements, No. 1704-AA and No. 2040-A, will terminate with the execution of the proposed HDL master agreement.

Recommendations:

It is recommended that the City Council consider:

1. Authorizing the City Manager to execute a Professional Services Master Agreement in a form approved by City Attorney with Hinderliter De Llamas and Associates/Hinderliter Software, LLC (HDL), to approve task-based orders for the listed professional services for a term of five years, June 1, 2026 – May 31, 2031, in an amount not to exceed \$500,000:
  - Sales and Tax transaction sales,
  - Business license tax operations and compliance,
  - Transient occupancy tax (TOT) consulting, and
  - Utility user's tax administration services; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved the recommendation, on Consent Calendar.

**10.C. Authorize Second Amendment to Agreement No. 2244-AA with E-Plan, Inc./e-PlanSoft for Electronic Plan Review Software**

In 2021, the City entered into Agreement No. 2244-AA with E-Plan, Inc./e-PlanSoft ("Agreement") for electronic building plan check review software, PlanREVIEW. The agreement's initial five-year term is set to expire on June 15, 2026. It is recommended that the City Council authorizes the City Manager to execute a Second Amendment to the Agreement to continue the software subscription through June 14, 2029 and add two additional licenses, for a total of 14 licenses, for an amount not to exceed \$113,228.63 for the term of the Agreement.

Recommendation:

It is recommended that the City Council consider:

1. Authorizing the City Manager to execute a Second Amendment to Agreement No. 2244-AA with E-Plan, Inc./e-PlanSoft, in a form approved by the City Attorney, to extend the term for three years through June 14, 2029, and add two additional licenses for digital plan check review software, for an amount not to exceed \$113,228.63; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved the recommendation, on Consent Calendar.

**10.D. Data Center Ordinance - Notice of Public Hearing Date**

The City Council previously directed staff to prepare an ordinance prohibiting data centers within the City of Monterey Park. Staff has prepared the ordinance and scheduled the required public hearing for City Council consideration.

The public hearing for the ordinance was originally anticipated to be scheduled for April 15. Due to noticing considerations, the public hearing has now been scheduled for April 20 at 7:00 p.m. in the City Council Chambers. This has been communicated via press release, website and social media. Notice of the public hearing was posted at City Hall, Langley Center, and Bruggemeyer Library, and published in a local newspaper on Monday, March 30. Public notices were also given by mail to owners of property within a radius of 500 feet from the Saturn Park Innovation/Technology Zone and the Market Place Planned Development area. Staff has also added this brief report to the agenda so that the public is aware of the scheduled hearing date.

Recommendation:

It is recommended that the City Council consider:

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

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

**10.E. Award of Contract for Street Sweeping Services**

On May 12, 2025, the Public Works Director ("Director") solicited bids for street sweeping services under Proposal No. 2025-M02. On August 6, 2025, City Council approved a rejection of all bids due to significant cost increases for service and authorized the City Manager to directly negotiate with a contractor for month-to-month services allowing staff additional time to explore cost-effective options for the City. On January 29, 2026, the Director issued bid No. 2026-M01 for street sweeping services and optional bid items. Three bids were received by the bid submittal deadline of February 19, 2026. Based on the evaluation and review of the bids received, the Director recommends an award of contract to the lowest bidder, CMAX Commercial Services, Inc., in the amount of \$1,098,458 annually, with annual CPI increases after the first year of the agreement, for a 5-year term beginning July 1, 2026 through June 30, 3031.

CEQA (California Environmental Quality Act):

The proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15301 as a Class 1 categorical exemption (Existing Facilities). The Project results in minor alterations to existing public facilities involving no significant expansion of the existing use. The Project is not anticipated to have any significant impacts regarding noise, air quality, or water quality.

**Recommendations:**

It is recommended that the City Council consider:

1. Authorizing the City Manager to execute an agreement with CMAX Commercial Services, Inc., in a form approved by the City Attorney, for street sweeping and catch basin maintenance services in the annual amount of \$1,098,458 plus annual CPI increases, for an initial 5-year term beginning July 1, 2026 through June 30, 2031; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved the recommendation, on Consent Calendar.

**10.F. Professional Municipal Clerk's Week Resolution**

The Office of the City Clerk is celebrating the week of May 3 – May 9, 2026 as Professional Municipal Clerks Week. This week, sponsored by the International Institute of Municipal Clerk's (IIMC) and celebrated annually, honors and recognizes the Municipal Clerk profession as a vital part of local government celebrated throughout the world including the United States, Canada and 15 other countries. We are enlisting your support in the form of a resolution to honor Professional Municipal Clerks for providing supports to the Council, departmental staff, other agencies, and residents of Monterey Park.

**Recommendations:**

It is recommended that the City Council consider:

1. Adopting a Resolution declaring the week of May 3 – May 9, 2026 as Professional Municipal Clerks Week in Monterey Park; and
2. Taking such additional, related, action that may be desirable.

Public Speaker:

- Maychelle Yee, City Clerk, recognized the hard efforts of the City Clerk's staff in Monterey Park and thanked them for their time and dedication to the City.

**Action Taken:** The City Council approved and adopted Resolution No. 2026-R20.

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

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

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

Recusal: Council Members: None

**Resolution No. 2026-R20**

A Resolution of the City Council of the City of Monterey Park declaring May 3 through May 9, 2026 as Professional Municipal Clerks Week in Monterey Park

**10.G. National Library Week Resolution**

The Monterey Park Bruggemeyer Library is celebrating the week of April 19-25, 2026 as National Library Week. National Library Week is celebrated nationwide annually in April to highlight the valuable role libraries, librarians, and library workers play in transforming lives and strengthening our communities. Libraries serve as hubs for learning, creativity, and connection, helping people of all ages and backgrounds explore new ideas and opportunities.

Recommendations:

It is recommended that the City Council consider:

1. Adopting a resolution declaring the week of April 19-25, 2026 to be National Library Week in Monterey Park; and
2. Taking such additional, related, action that may be desirable.

**Discussion:** City Librarian Olivarez shared a staff report detailing National Library Week and its intention to highlight the valuable roles libraries, librarians and library workers play in enhancing the community.

**Action Taken:** The City Council approved and adopted Resolution No. 2026-R21.

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

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

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

Recusal: Council Members: None

**Resolution No. 2026-R21**

A Resolution declaring April 19 – April 25, 2026 as National Library Week.

**10.H. California Cities Week Resolution (As Requested by Council Member Sanchez)**

The attached resolution (to the staff report) is being brought forth to the Council for consideration at the request of Council Member Sanchez.

Recommendations:

It is recommended that the City Council consider:

1. Approving the attached resolution; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved and adopted Resolution No. 2026-R22, on Consent Calendar.

**Resolution No. 2026-R22**

A Resolution of the City Council of the City of Monterey Park recognizing April 19–25, 2026 as California Cities Week

**11. Public Hearing**

None.

**12. New Business**

None.

**12.A. Amendment to City Council Protocols pursuant to Senate Bill 707 (SB 707)**

Updating the Rules of Procedure for conducting all meetings of the legislative bodies within the City, including the implementation of SB 707 requirements.

**Recommendations:**

It is recommended that the City Council consider:

1. Adopting a Resolution revising the Rules of Procedure governing all meetings held by legislative bodies within the City of Monterey Park, including the City Council, to implement SB 707 and modernize existing procedures;
2. Providing guidance on public participation guidelines;
3. Authorizing the City Manager to execute a Fourth Amendment with CivicPlus, LLC, in an amount not to exceed \$20,000 plus an annual cost adjustment not to exceed 5% year over year, in a form approved by the City Attorney, and appropriate \$30,000 for expenses related to Council Chambers audiovisual upgrades, agenda translation, outreach and website enhancements, and additional personnel costs associated with SB 707 compliance; and
4. Taking such additional, related, action that may be desirable.

**Public Speaker:**

- Maychelle Yee, speaking as a resident, believed there was no need to change the speaking time for public comment, as there normally aren't many people that attend the City Council meetings unless it is for a controversial item.

**Discussion:** Deputy City Clerk Trang presented a PowerPoint presentation detailing Senate Bill 707, its two phases of implementation and requested guidance from the City Council regarding public comment procedures during the City Council meetings.

Assistant City Manager Diana Garcia elaborated on the process of implementing SB 707 and the Americans with Disabilities Act (ADA) compliance procedures staff has taken for the community.

**Action Taken:** The City Council approved and adopted Resolution No. 2026-R23, provided guidance to staff on public participation guidelines, which include: a registration deadline of 15 minutes after a meeting, five minute speaking time for five or fewer speakers, three minute speaking time for six to twenty speakers, two minute speaking time for twenty-one to forty speakers and one minute speaking time for forty-one or more speakers, and approved the recommendation.

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

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

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

Recusal: Council Members: None

**Resolution No. 2026-R23**

A Resolution establishing procedural rules for conducting legislative meetings within the City of Monterey Park

**12.B. Consideration and possible action to authorize the Mayor to execute the First Amendment to the City Manager's Employment Agreement for a three-year term (with options for one to two year extensions) with Ms. Inez Alvarez. Fiscal Impacts include, without limitation, a (1) base compensation for a total of \$315,731.60 beginning the first full pay period after July 1, 2026; (2) vehicle allowance of \$600 per month; and (3) medical, disability, an other fringe benefits included, without limitation, CalPERS retirement benefits substantially the same as other department directors. The total compensation package is approximately \$1,040,838.70 for the initial three year term. An increase in base salary would occur upon the anniversary date based upon the percentage increase granted by the City Council to executive management employees.**

Upon direction from the City Council, the City Attorney negotiated an amendment to the existing employment agreement with Ms. Inez Alvarez to serve as City Manager. This amendment includes a three-year initial term beginning July 1, 2026. Ms. Alvarez was appointed City Manager on November 15, 2023.

A summary of the Agreement (see Attachment 1 to the staff report) includes:

- A base salary of \$315,731.60 beginning the first full pay period after July 1, 2026;
- \$600 a month car allowance; and
- Substantially similar benefits (health, leave times, etc.) as other executive management employees.

**Recommendations:**

It is recommended that the City Council consider:

1. Authorizing the Mayor to execute an amendment to the employment agreement with Ms. Inez Alvarez, in a form approved by the City Attorney; and
2. Taking such additional, related, action that may be desirable.

**Action Taken:** The City Council approved the recommendation.

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

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

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

Recusal: Council Members: None

**13. City Communications (City Council) / Future Agenda Items**

Council Member Ngo talked about his attendance at the Cherry Blossom Festival and mentioned the City's first celebration of Arbor Day. He spoke about his appearance at Congresswoman Judy Chu's Women of the Year award ceremony where they celebrated Women of the Year nominee Cindy Kuo.

Council Member Ngo spoke about filing taxes before midnight.

Council Member Sanchez reported his attendance at the Metro Service Council Meeting and announced the upcoming free transit rates with Metro for Earth Day and the new Metro D-Line extension ribbon-cutting ceremony that will take place May 8, 2026.

Mayor Pro Tem Lo spoke in recognition for Cindy Kuo's nomination of Woman of the Year and reported his attendance to the Chinese American Alliance Dinner and to the American Chinese Cambodian Friendship Association for the celebration of Lunar New Year, and thanked staff for a successful Cherry Blossom Festival.

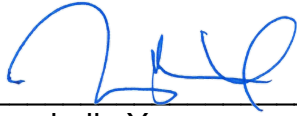
Mayor Yang thanked the Crystal Palace and to City staff for hosting another Meet-up with the Mayor event, commented on the recent community meetings about the Deerfield plaza and the upcoming community meeting about the potential Celedon project, and announced the upcoming special ribbon cutting ceremony of the Susan Rubio Entrepreneurship & Innovation Center at East Los Angeles Community College. She reminded the public of the upcoming special City Council meeting of April 20, 2026.

**14. Closed Session (if Required; City Attorney to Announce)**

None.

**15. Adjournment**

There being no further business for consideration, the meeting was adjourned at 9:05 p.m.



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Maychelle Yee  
City Clerk

*Approved on July 1, 2026 at the regular City Council Meeting*