

**CITY OF SAN GABRIEL
CITY COUNCIL
REGULAR MEETING AGENDA**

Tuesday, July 17, 2018 - 6:30 P.M.

**City Hall Council Chamber
425 South Mission Drive
San Gabriel, California 91776**

John R. Harrington
Mayor

Jason Pu
Vice Mayor

Juli Costanzo
Council Member

Chin Ho Liao
Council Member

Denise Menchaca
Council Member



Mark Lazzaretto
City Manager

Keith Lemieux
City Attorney

Julie Nguyen
City Clerk

Kevin B. Sawkins
City Treasurer

Materials Available for Inspection. The City Clerk's Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. You may also view agenda items online at www.sangabrielcity.com/agendacenter. Materials related to an item on this Agenda, submitted to the City Council after distribution of the Agenda packet, are available for public inspection at the meeting or in the City Clerk's Department, located at City Hall, 425 South Mission Drive, San Gabriel, California, during regular office hours, Monday through Friday 8:00 a.m. to 5:00 p.m. except for Tuesdays until 6:30 p.m.

Persons with Disabilities. Upon request, this Agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.

Persons requesting a Translator. Any person requesting translation for the meeting must notify the City Clerk's Department at (626) 308-2816 at least 48 hours before the meeting.

Questions about this Agenda? Should any person have a question concerning any of the above Agenda items prior to the meeting, please contact the City Clerk in person or by telephone at (626) 308-2816 during regular office hours.

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City Council Meeting Agenda
Tuesday, July 17, 2018

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE LED BY:** Council Member Menchaca
- **ROLL CALL:** Mayor Harrington, Vice Mayor Pu, Council Members Costanzo, Liao, Menchaca

1. APPROVAL OF AGENDA ORDER

2. PRESENTATIONS

A. NATIONAL NIGHT OUT PROCLAMATION

B. INTRODUCTION OF POLICE ASSISTANT CHRISTINA ALARCON

C. INTRODUCTION OF POLICE ASSISTANT EILEEN HO

D. INTRODUCTION OF POLICE CADET ANNIE YU

E. INTRODUCTION OF POLICE VOLUNTEER SUE FITZSIMMONS

F. INTRODUCTION OF POLICE VOLUNTEER PAM BINGHAM

G. PARKS MAKE LIFE BETTER PROCLAMATION

3. PUBLIC COMMENT

This is the time set aside for members of the public to address the City Council on items of interest that are not on the Agenda, but are within the subject matter jurisdiction of the San Gabriel City Council. Pursuant to the Brown Act, the City Council cannot answer any questions or take any action until such time as the matter may appear as an item on a future agenda.

In an effort to provide everyone with an opportunity to speak tonight, please be aware that all public comments will be limited to a maximum of three minutes. I will give you a 30 second warning as you approach the end of your time. As a reminder, please be respectful of all speakers regardless of the position they take on any items.

If you wish to address the City Council, please complete a speaker's request card and hand it to me before the start of the meeting. When speaking, please state your NAME for the record.

4. CONSENT CALENDAR

All items listed under the Consent Calendar are considered routine and recommendations will be approved in one motion unless a member of the City Council or audience requests separate discussion.

A. MATERIAL DEMANDS

This is the presentation of the "Register of Demands and Warrants" for the payment of City expenditures.

Recommended Action: Approval

B. PROFESSIONAL SERVICES AGREEMENT WITH RKA CONSULTING GROUP TO PROVIDE ENGINEERING SERVICES FOR STREET DESIGN AND SUPPORT

This is a request for approval of a professional services agreement with RKA Consulting Group for three fast-track street improvement projects which are scheduled to be designed and constructed prior to the end of the 2018 calendar year.

Recommended Action:

Staff recommends that the City Council:

1. Approve the Professional Services Agreement with RKA Consulting Group; and
2. Authorize the City Manager to execute said Agreement and approve a purchase order in the amount of \$118,057.50.

C. MEMORANDUM OF AGREEMENT FOR RIO HONDO LOAD REDUCTION STRATEGY – DESIGN DEVELOPMENT PHASE FOR PREPARATION OF CONSTRUCTION PLANS

The execution of this Memorandum of Agreement regards the administration and cost sharing for the preparation of design plans of MS4 load reduction strategy projects for permittees that drain to the Rio Hondo Watershed of the Upper Los Angeles River Watershed. San Gabriel's share is not to exceed \$16,800.00. The cost to participate in the Rio Hondo Load Reduction Strategy MOA is funded in account 121-800-03-21-000.

Recommended Action:

Staff Recommends that the City Council:

1. Approve the Memorandum of Agreement (MOA) between the County of Los Angeles, and the cities of Alhambra, Monterey Park, Pasadena, Rosemead, San Gabriel, San Marino, South Pasadena, Temple City and the San Gabriel Valley Council of Governments regarding the administration and cost sharing among the parties related to the Load Reduction Strategy projects for the Rio Hondo River and tributaries; and
2. Authorize the City Manager to sign the MOA.

D. BANNER REQUEST – ASIAN AMERICAN ECONOMIC DEVELOPMENT ENTERPRISES

The City has received a banner request from the Asian American Economic Development Enterprises (AAEDE). The AAEDE will be hosting a Free Career/Job Fair on Thursday, August 16, 2018 to serve the surrounding cities and the San Gabriel community. This event will take place at Almansor Court located at 700 S. Almansor Street, Alhambra, CA 91801. The AAEDE is requesting to have the banner hung at the intersection of Las Tunas Dr. and Mission Dr. from July 18, 2018 to August 16, 2018. That location has been verified and is available during these dates.

Recommended Action:

Staff recommends that the City Council grant the request, subject to compliance with Section 153.334(A) of the Municipal Code and the street banner conditions as listed on page 2 of the street banner application form.

5. PUBLIC HEARING

None.

6. NEW BUSINESS

A. APPROVAL OF RESOLUTION NO. 18-33, AMENDING THE SALARY SCHEDULE TO ADD THE DEPUTY FIRE MARSHAL CLASSIFICATION

On April 3, 2018, City Council passed Resolution No. 18-14, approving the new MOU language for the San Gabriel Firefighters' Association (FFA). In the new FFA MOU language, the Deputy Fire Marshal assignment was eliminated to

create a standalone, non-sworn Deputy Fire Marshal classification. Staff seeks approval from the City Council to amend the current salary schedule to add the Deputy Fire Marshal classification. Per CalPERS and California Code Regulations 570.5 and 571(b), the City Council is required to formally approve any amendments made to the salary schedule.

Recommended Action:

Staff recommends that the City Council approve Resolution No. 18-33, amending the salary schedule to add the Deputy Fire Marshal classification.

B. PROFESSIONAL SERVICES AGREEMENT WITH CIVITAS ADVISORS TO FORM A “TOURISM AND MARKETING IMPROVEMENT DISTRICT”

Promoting the City as a destination to visitors will help ensure occupancy rates remain high at the City’s major hotels and, therefore, of interest to both the City of San Gabriel and the hotels. The formation of a tourism and marketing improvement district (TMID) will generate a new, stable source of funding for marketing and promotion efforts by charging the hotels an assessment fee for guest room rentals. Community Development circulated a Request for Proposal (RFP 18-07) seeking a consulting firm to create a TMID in San Gabriel. Staff seeks City Council approval to enter into a professional services agreement with Civitas Advisors.

Recommended Action:

Staff recommends that the City Council:

1. Execute the professional services agreement with Civitas Advisors to create tourism and marketing improvement district in the amount not to exceed \$44,500 with a 25% hold back.
2. Appoint a Council project liaison, should Council desire.

7. PUBLIC COMMENT

8. CITY MANAGER’S REPORT

9. COUNCIL COMMENTS AND CONFERENCE/MEETING REPORTS

Each Council Member may address the City Council and public on matters of general information and/or concern. This is also the time for Council Members to report on conferences and/or meetings they have attended.

10. CLOSED SESSION

None.

11. ADJOURN COUNCIL MEETING

In celebration of National Night Out, the regularly scheduled City Council meeting of Tuesday, August 7, 2018 has been cancelled. The next Regular City Council meeting will be held on Tuesday, August 21, 2018 at 6:30 p.m. in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California. Information regarding matters to be considered at each meeting will be available on the Friday before the City Council Meeting on the City's website at www.sangabrielcity.com.