

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

AMENDED 1/31/2022
7B 4th WHEREAS
7B Section 2(C)(4)
AMENDED 1/28/2022
Added Items:
4B2, 7B & 7C

Tuesday, February 1, 2022 - 6:30 P.M.

MEETING WILL BE HELD VIRTUALLY

Due to recent legislation (Assembly Bill 361), members of the City Council will teleconference into the meeting.

Tony Ding
Mayor

Vacant
Vice Mayor

John R. Harrington
Council Member

Denise Menchaca
Council Member

Vacant
Council Member



Mark Lazzaretto
City Manager

Keith Lemieux
City Attorney

Julie Nguyen
City Clerk

Kevin B. Sawkins
City Treasurer

Pursuant to State and County Directives, the physical access to the meeting has been suspended. To provide members of the public access to the meeting and an opportunity to comment on items on this Agenda, the following opportunity has been established:

Public Comments

Please email all public comments on items on this agenda only to cityclerk@sgch.org and include the following on the subject line of your email: *PUBLIC COMMENT: 02/01/2022 Regular Meeting*. The Clerk will read public comments into the record for up to the three-minute limit. Words that would disrupt the meeting, including profanity, obscenity, and discriminatory language, will not be read.

Watch the Meeting Online

Live broadcasts of the meetings are available using the following link:

[City Council Meeting Videos](#)

Spectrum cable: Live streaming on Channel 3, Public Access Channel.

**City Council Regular Meeting Agenda
Tuesday, February 1, 2022**

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATION

A. PROCLAIMING FEBRUARY AS BLACK HISTORY MONTH

B. INTRODUCTION OF NEW INFORMATION TECHNOLOGY MANAGER DAVID TSUEN

C. COVID-19 UPDATE

3. PUBLIC COMMENT

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. RESOLUTION NO. 22-11 REAUTHORIZING THE CITY COUNCIL AND THE CITY'S COMMISSIONS TO IMPLEMENT TELECONFERENCE ACCESSIBILITY FOR CONDUCTING PUBLIC MEETINGS PURSUANT TO ASSEMBLY BILL 361

Resolution No. 22-11 makes findings that allow the City to continue implementation of teleconference/internet-based accessibility for public meetings under state-of-emergency provisions.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 22-11 regarding the use of teleconferencing for public meetings.

B. APPROVAL OF MINUTES

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

1. [Minutes of the City Council Regular Meeting of January 18, 2022.](#)
2. [Minutes of the City Council Special Meeting of January 25, 2022.](#)

Recommended Action: Approval.

C. MATERIAL DEMANDS

The most recent Material Demands from the Finance Department are presented to the City Council for review and approval.

Recommended Action:

Staff recommends that the City Council approve Material Demands as presented.

D. MONTHLY BUDGET UPDATE – DECEMBER 2021

This report provides the monthly budget update for the City's General Fund and Mission Playhouse as of December 31, 2021 (prior to the monthly closing entries). The monthly budget update incorporates the actual revenue received and expenditures that have occurred through December 31, 2021, and projects the financial results for the year ending on June 30, 2022.

Recommended Action:

Staff recommends that the City Council receive and file the report.

E. ADOPTION AND SECOND READING OF ORDINANCE NO. 683: AMENDING CHAPTER 153 OF THE SAN GABRIEL MUNICIPAL CODE TO ADDRESS THE NEW STATE LAW (SENATE BILL 9) THAT WOULD ALLOW SINGLE-FAMILY-ZONED PROPERTIES TO BE SUBDIVIDED INTO TWO LOTS AND THE DEVELOPMENT OF TWO URBAN DWELLING UNITS (ZTA21-003)

Adoption of Ordinance No. 683 would amend Title XV, Chapter 153 (Zoning Code) in order to amend the zoning definitions and development standards to allow for the development of urban lot splits and urban dwelling units on single-family-zoned properties, consistent with the applicable State law. Introduction and first reading of Ordinance No. 683 was conducted with a 4-0 vote of the City Council on January 18, 2022 City Council meeting. If adopted, the Ordinance would become effective 30 days after adoption.

Recommended Action:

Staff recommends that the City Council conduct second reading by title only and adopt Ordinance No. 683 entitled, "An Ordinance of the City Council of the City of San Gabriel, California, Approving Planning Case No. ZTA21-003, Amending Title XV, Chapter 153 (Zoning) that would allow single-family-zoned properties to be subdivided into two lots and allow for the development of two urban dwelling units".

F. EXTENSION OF EXCLUSIVE NEGOTIATION AGREEMENT WITH RELATED COMPANIES OF CALIFORNIA, LLC

For the past year and a half, City staff, Related Companies representatives and staff from the San Gabriel Valley Council of Governments ("Authority") have been negotiating for the acquisition of 405 South Del Mar Avenue, owned by the Authority for the purpose of Related Companies constructing an affordable housing project on the site. Related and the City have an Exclusive Negotiation Agreement in place. Due to reasons set out in the staff report, the Agreement needs to be extended by City Council's action.

Recommended Action:

Staff recommends that the City Council approve the Amendment to the Exclusive Negotiation Agreement and authorize the City Manager to execute it.

G. ACCEPTANCE OF FINAL TRACT MAP NO. 73968 FOR 306 SAN MARCOS STREET PLANNING CASE NO. PL-15-045

The development, located at 306 San Marcos Street, is an 8-unit condominium project. The Final Tract Map is for a single lot that will be subdivided into the condominium airspaces for the development. Staff and the Los Angeles County Department of Public Works have reviewed the Final Tract Map and have determined it is in compliance with the State Subdivision Map Act, conditions of approval, and the City's ordinances regarding subdivisions.

Recommended Action:

Staff recommends that the City Council:

1. Authorize the City Manager to execute the Subdivision Improvement Agreement; and

2. Authorize the City Manager to accept Final Tract Map No. 73968 and authorize filing with the Los Angeles County Registrar-Recorder/County Clerk's office.

H. ACCEPTANCE OF FINAL TRACT MAP NO. 73648 FOR 328 EAST LIVE OAK STREET PLANNING CASE NO. PL-15-073

The development, located at 328 East Live Oak Street, is a 10-unit condominium project. The Final Tract Map is for a single lot that will be subdivided into the condominium airspaces for the development. Staff and the Los Angeles County Department of Public Works have reviewed the Final Tract Map and have determined it is in compliance with the State Subdivision Map Act, conditions of approval, and the City's ordinances regarding subdivisions.

Recommended Action:

Staff recommends that the City Council accept Final Tract Map No. 73648 and authorize filing with the Los Angeles County Registrar-Recorder/County Clerk's office.

I. INSTRUCTIONAL SERVICES AGREEMENT

The San Gabriel Fire Department is requesting authorization to enter into an agreement with East Los Angeles College (ELAC) for an Instructional Services Agreement (ISA) for members of the Fire Department. ISA were set up by the State Chancellor's Office to provide college level credit for specific training that was mandated for public agencies each year. There is no cost on part of the City. The Fire Department will receive a lump sum payment once a year based on the recorded number of hours toward training of advanced personnel.

Recommended Action:

Staff recommends that the City Council approve the Instructional Services Agreement and authorize the Fire Chief to enter into the agreement with ELAC on behalf of the San Gabriel Fire Department and create an account to deposit ISA funds for the purpose of purchasing equipment or procuring training from a provider as needed.

J. CALIFORNIA JOINT APPRENTICESHIP COMMITTEE (Cal-JAC)

The San Gabriel Fire Department is requesting authorization to enter into a subscription agreement with the Cal-JAC to develop an apprenticeship program for new recruits and newly-promoted members. The California

Firefighter Joint Apprenticeship Committee is responsible for the administration of the Standards for the Cal-JAC Program.

Recommended Action:

Staff recommends that the City Council approve the subscription agreement with Cal-JAC and authorize the Fire Chief to enter into the agreement with Cal-JAC on behalf of the San Gabriel Fire Department and create an account to deposit Cal-JAC funds for the purpose of purchasing equipment or providing training.

5. PUBLIC HEARING

A. HOUSING ELEMENT UPDATE FOR THE SIXTH CYCLE (2021-2029)

The California Government Code Section 65302(c) requires cities and counties to include a housing element in its general plan, and that the housing element must be updated periodically to reflect current conditions and legal requirements. The City's current Housing Element was adopted in 2013 for the planning period between 2013-2021 (5th Cycle). State law requires that the Housing Element be updated for the 2021-2029 planning period (6th Cycle).

The Housing Element is required to identify and analyze existing and projected housing needs, and include statements of the City's goals, policies, quantified objectives, and programs for the preservation, improvement, and development of housing for all income levels, particularly the provision of housing affordable to low- and moderate-income households. In adopting its Housing Element Update, the City must consider local conditions and context, including economic, environmental, and fiscal factors, as well as community goals as set forth in the General Plan.

Recommended Action:

Staff recommends that the City Council:

1. Conduct the public hearing and discuss the proposed Resolution;
2. Adopt Resolution No. 22-10 of the City Council of San Gabriel, California approving the proposed Initial Study/Negative Declaration and 2021-2029 Housing Element Update; and
3. Authorize the City Manager, or designee, to make technical changes and other, non-substantive, edits to the 2021-2029 Housing Element that may result from the Department of Housing and Community Development review for final

certification of the Housing Element, without further City Council consideration or re-adoption of the 2021-2029 Housing Element.

6. CONTINUED BUSINESS – None.

7. NEW BUSINESS

A. ANALYSIS OF REFINANCING OPTIONS FOR THE CITIZENS BUSINESS BANK LOAN

In December of 2014, the City borrowed \$7.8 million from Citizens Business Bank (CBB) for the construction of the Public Works maintenance facility. The City was required to provide collateral for the loan in the form of a 10-year certificate of deposit for the loan amount. The General Fund cash used as collateral for the loan is restricted. City staff has solicited and received offers to refinance the loan. The City has also asked its financial advisor, Urban Futures, Incorporated, to analyze the City's loan options, solicit additional offers, and provide an analysis of the City's refinancing options.

Recommended Action:

Staff recommends that the City Council direct staff to maintain the current terms of the CBB loan agreement and continue to monitor opportunities to refinance the loan as the City's financial condition improves.

B. DECLARATION OF VACANCY OF COUNCIL MEMBER OFFICE AND CONSIDERATION OF PROCESS TO FILL VACANCY

The resignation of Mayor Liao on January 27, 2022, creates the need for the City Council to take action to fill the vacant seat. The Council will consider the options allowed for this process, pursuant to Government Code Section 36512(b).

Recommended Action:

Due to the cost involved with holding an election and the delay in seating a replacement councilmember, staff recommends that the City Council:

1. Accept resignation of Mayor Liao, with regrets, effective January 27, 2022.
2. Adopt Resolution No. 22-09, adopting a process for filling of vacancy on the City Council by appointment.

C. CITY COUNCIL SELECTION OF VICE MAYOR

The City Council will select a new vice mayor to serve until the City Council reorganizes in March 2022.

8. PUBLIC COMMENT

9. CITY MANAGER'S REPORT

10. 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.

11. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE SECTION 54957.6)

City Negotiators – City Manager Lazzaretto, City Attorney Lemieux, and Human Resources/Risk Management Director Macias, Labor Relations Counsel Steve Filarsky.

Regarding the following Employee Organizations – San Gabriel Police Officers' Association, San Gabriel Police Management Group, San Gabriel Firefighters' Association, San Gabriel Fire Management Group and all Unrepresented Employees.

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOVERNMENT CODE SECTION 54957)

Title: City Manager

12. ADJOURNMENT

The next regular City Council meeting will be held on Tuesday, February 15, 2022 at 6:30 P.M. 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.

Materials Available for Inspection. You may 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, will be posted on the City website.

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 cityclerk@sgch.org 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 at cityclerk@sgch.org during regular office hours.

Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such a request to the City Clerk Department by emailing cityclerk@sgch.org at least 48 hours before the meeting, if possible.