

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

**Tuesday, February 5, 2019 - 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](http://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.

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**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, February 5, 2019**

- **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. CEREMONIAL SWEARING IN OF OFFICER CARLOS OCEGUEDA**

**B. CEREMONIAL SWEARING IN OF OFFICER CHRISTOPHER LEFAY**

**C. CEREMONIAL SWEARING IN OF OFFICER CECILY RAMIREZ**

**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. INVESTMENT REPORT**

This is a presentation of City investments for the month of December 2018.

Recommended Action: Approval.

## **C. APPROVAL OF MINUTES**

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

1. [Minutes of the City Council Special Meeting of January 15, 2019.](#)
2. [Minutes of the City Council Regular Meeting of January 15, 2019.](#)

Recommended Action: Approval.

## **D. ORDINANCE NO. 650 REVISING THE COMPOSITION OF THE DESIGN REVIEW COMMISSION - ADOPTION**

Adoption of this Ordinance would increase the number of Design Review Commissioners from three to five and allow for greater flexibility in the appointment process related to professional skills specificity. Ordinance No. 650 was approved at introduction by a 5-0 vote of the City Council at the January 15, 2019 City Council meeting.

Recommended Action:

Staff recommends that the City Council waive reading and adopt Ordinance No. 650 entitled, "An Ordinance of the City Council of San Gabriel, California, Revising the Composition of the Design Review Commission."

## **E. ORDINANCE NO. 649 REAUTHORIZING AND READOPTING THE CITY'S PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ACCESS SUPPORT FEE - ADOPTION**

This Ordinance authorizes state-franchised video service providers to pay the City a PEG fee of 1% of the video service provider's gross revenue attributable

to the City, which will be collected from its subscribers. The fee collected is to cover costs associated with the "Cable Scroll" on the public education channel. Ordinance No. 649 was approved at introduction by a 5-0 vote of the City Council at the January 15, 2019 City Council Meeting.

Recommended Action:

Staff recommends that the City Council waive reading and adopt Ordinance No. 649 entitled, "An Ordinance of the City Council of the City of San Gabriel, California, Reauthorizing and Readopting the City's Public, Educational, and Governmental Access Support Fee.

**F. THEATER RENTAL FEE WAIVER REQUEST: AMERICAN CHINESE CULTURE ASSOCIATION**

The American Chinese Culture Association (ACCA) has approached the City of San Gabriel requesting a waiver of the theater rental fee for their free performance held February 2, 2019. The request is in line with the City's existing guidelines for fee waivers. ACCA has agreed to pay all other theater rental costs, including labor and equipment fees. The fee waiver of \$3,560 will be charged to the Rental Subsidy Account #152-3532.

Recommended Action:

Staff recommends that the City Council approve ACCA's request to waive the theater rental fee of \$3,560 for the rehearsal free admission community performance held on February 2, 2019.

**G. PROFESSIONAL SERVICES AGREEMENT WITH AECOM TO CONDUCT AN ECONOMIC ANALYSIS AND MARKET STUDY**

In May 2018, City Council directed staff to solicit bids for a comprehensive analysis and market study of the Mission District. The Community Development Department circulated a Request for Proposals (RFP 18-13) seeking a qualified consulting firm to conduct a study. AECOM met all criteria and addressed all points in the scope of work outlined in the RFP at a cost of \$74,540. The total cost for the comprehensive economic analysis and market study shall not exceed \$75,000 and shall be paid out of the Capital and Special Projects Budget cost center, #122-800-15-96-781.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to execute the professional services agreement with AECOM to conduct a comprehensive economic analysis and market study for the Mission District.

**H. AUTHORIZE THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING FOR THE CITY TO PARTICIPATE IN THE 626 GOLDEN STREETS MISSION TO MISSION CICLOVIA WORKING GROUP WITH THE CITIES OF ALHAMBRA AND SOUTH PASADENA FOR AN OPEN STREETS EVENT TO BE HELD ON MAY 19, 2019.**

On May 19, 2019, the cities of San Gabriel, Alhambra, and South Pasadena will jointly host an open streets event called 626 Golden Streets Mission to Mission Ciclovía. Open streets events are festivals where streets are closed to automobile traffic so that cyclists and pedestrians can experience their community in a manner without automobiles present. The event will open the streets from the San Gabriel Mission to Mission/Meridian Goldline Station in South Pasadena. The City will be responsible for an in-kind match of \$9,495, which is expected to be covered through staff time planning and holding the event. There is no other fiscal impact anticipated.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to execute a Memorandum of Understanding (MOU) for the City to participate in the Mission to Mission Working Group.

**5. PUBLIC HEARING**

**A. PUBLIC MEETING TO ESTABLISH THE SAN GABRIEL TOURISM AND MARKETING IMPROVEMENT DISTRICT**

The San Gabriel Tourism and Marketing Improvement District (SGTMID) is a benefit assessment district proposed to create a revenue source to help fund marketing and sales promotion efforts for San Gabriel lodging businesses and thereby increase the transient occupancy tax for the City of San Gabriel. This approach has been used successfully in other destination areas throughout the state to improve tourism and drive additional room night sales to assessed lodging businesses. The proposed SGT MID includes all lodging businesses, with 100 rooms or more, located within the boundaries of the City of San Gabriel.

San Gabriel lodging business owners with 100 rooms or more decided to pursue formation of the SGT MID in order to create a revenue source devoted to marketing San Gabriel as a tourist, meeting and event destination. If

established, the SGT MID would generate approximately \$193,000 on an annual basis for promotion of travel and tourism specific to San Gabriel.

Recommended Action:

Staff recommends that the City Council open public testimony to allow members of the public to provide comments on the formation of the San Gabriel Tourism and Marketing Improvement District (SGT MID).

## **6. NEW BUSINESS**

### **A. RESOLUTION NO. 19-04 RELATING TO COUNCIL REORGANIZATION AND REPEALING RESOLUTION NO. 95-01**

Consolidation of elections pursuant to the California Voter Participation Rights Act necessitates a change to the date mandated in Resolution No. 95-01 for Council reorganization in election years as this timeline cannot be met under County election administration. For consistency, there is also a need to memorialize the timing for reorganization in non-election years.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-04 relating to Council reorganization and repealing Resolution No. 95-01.

### **B. CITYWIDE PARKING DISCUSSION**

Parking is an ongoing topic and issue in the community. Chapters 72 and 153 of the San Gabriel Municipal Code regulate parking in the City of San Gabriel. For the last several months, an interdepartmental group of staff members from Administration, Community Development, Finance, Fire, Police, and Public Works has been meeting to discuss current parking issues and to provide City Council with short-term and long-term solutions to consider.

Recommended Action:

Staff recommends that the City Council provide input on this discussion item and direct staff to bring back an agenda item with specific actions for a future date.

**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. ADJOURNMENT**

The City Council will adjourn the meeting in memory of Mary Maloof, longtime resident of the City of San Gabriel.

The next regular City Council meeting will be held on Tuesday, February 19, 2019 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](http://www.sangabrielcity.com).