

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

**Tuesday, March 1, 2022 - 6:30 P.M.**

**Mission Playhouse  
320 South Mission Drive  
San Gabriel, California 91776**

Tony Ding  
Vice Mayor

John R. Harrington  
Council Member

Denise Menchaca  
Council Member

Carina Rivera  
Council Member

John Wu  
Council Member



Mark Lazzaretto  
City Manager

Keith Lemieux  
City Attorney

Julie Nguyen  
City Clerk

Kevin B. Sawkins  
City Treasurer

In addition to providing public comment in person at the meeting, the following opportunity has been established:

**Public Comments**

Please email all public comments on items on this agenda only to [cityclerk@sgch.org](mailto:cityclerk@sgch.org) and include the following on the subject line of your email: *PUBLIC COMMENT: 03/01/2022 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.

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

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

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATION**

**A. FOOTHILL UNITY CENTER, INCORPORATED PRESENTATION ABOUT THEIR COMMUNITY ORGANIZATION**

**B. POLICE DEPARTMENT EMPLOYEE INTRODUCTIONS**

**C. PROCLAMATION FOR WOMEN'S HISTORY MONTH**

**D. 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. 22-18 REAUTHORIZING THE CITY COUNCIL AND THE CITY'S COMMISSIONS TO IMPLEMENT TELECONFERENCE ACCESSIBILITY FOR CONDUCTING PUBLIC MEETINGS PURSUANT TO ASSEMBLY BILL 361**

Resolution No. 22-18 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. 22-18 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 Special Meeting of February 9, 2022.
2. Minutes of the City Council Special Meeting of February 10, 2022.
3. Minutes of the City Council Regular Meeting of February 15, 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. ADOPT A RESOLUTION TO CORRECT CLERICAL ERRORS IN PREVIOUSLY APPROVED RESOLUTION NO. 22-02 AUTHORIZING AMENDMENTS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FISCAL YEAR 2021-2022 PROGRAM AND BUDGET PLAN**

At the January 18, 2022 City Council meeting, Council approved the Community Development Block Grant (CDBG) Fiscal Year (FY) 2022-23 Program and Budget Plan and changes to the CDBG FY2021-22 Program and Budget Plan, and adopted Resolution Nos. 22-01, 22-02 and 22-03. Subsequently, staff discovered clerical errors in the dollar amounts stated in Resolution No. 22-02, which inadvertently appropriated \$10,000 to a Graffiti Control Program rather than the intended amount of \$16,625 for FY 2021-22. Staff is proposing that Council adopt Resolution No. 22-21 to correct the item previously approved. In addition, the proposed Resolution will reduce the amount allocated to the Parks & Recreation Youth Program to \$29,668 from \$40,000 to comply with CDBG requirements, which allows a maximum of 15% of the funds in a fiscal year to be allocated to Public Service Programs.

Recommended Action:

Staff recommends that the City Council adopt the amended and corrected Resolution No. 22-21 appropriating the correct amounts to the Graffiti Control

Program and the Parks and Recreation Youth Program for Fiscal Year 2021-22 CDBG Program and Budget Plan.

**E. ACCEPTANCE OF FINAL TRACT MAP NO. 74072 FOR 330 EAST LAS TUNAS DRIVE PLANNING CASE NO. PL-16-016**

The project, located at 330 East Las Tunas Drive, is an 8-unit medical condominium office building. The Final Tract Map is for a single lot that will be subdivided into the condominium airspaces for the development. Staff has reviewed the Final Tract Map and has 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. 74072 and authorize filing with the Los Angeles County Recorder.

**F. APPROVING RESOLUTION NO. 22-15 RATIFYING THE MEMORANDUM OF UNDERSTANDING WITH THE SAN GABRIEL FIREFIGHTERS' ASSOCIATION FOR THE JULY 1, 2017 THROUGH JUNE 30, 2022 PERIOD AND INCREASING GENERAL FUND APPROPRIATIONS FOR FIRE PERSONNEL SALARIES AND ONE-TIME PAYMENTS**

In January 2021, the City and San Gabriel Firefighters' Association (Association) reconvened negotiations for a successor Memorandum of Understanding (MOU). Representatives of the City and Association have reached an agreement on a five-year MOU for the July 1, 2017 through June 30, 2022 period.

Recommended Action:

Staff recommends that City Council approve Resolution No. 22-15, which ratifies the five-year MOU for the period covering July 1, 2017 through June 30, 2022 between the City and Association and appropriates \$1,626,657 in General Funds to cover the salary increases and one-time payments associated with the MOU, and authorize the City's negotiators to execute the MOU.

**5. PUBLIC HEARING** – None.

**6. CONTINUED BUSINESS** – None.

**7. NEW BUSINESS**

## **A. FISCAL YEAR 2021-2022 MID-YEAR BUDGET UPDATE**

The mid-year update budget report examines the financial results of the General Fund through January 31, 2022. The mid-year financial information is synthesized, budget projections for both revenues and expenditures are updated, and mid-year budget adjustments are proposed.

### Recommended Action:

Staff recommends that the City Council receive and file the mid-year budget update report and adopt Resolution No. 22-17 approving mid-year adjustments to 2021-22 budget.

## **B. APPROVAL OF SMALL BUSINESS ASSISTANCE GRANT PROGRAM**

On January 18, 2022, staff presented an item regarding small business incentives through the American Rescue Plan Act (ARPA), and received direction from City Council to launch a small business assistance grant program in the amount of \$175,000. This staff report describes the programming details of the proposed business-assistance initiative. Total funds for the Small Business Assistance grant program described above will not to exceed \$175,000.

### Recommended Action:

Staff recommends that the City Council authorize the Small Business Assistance grant program being launched and adopt Resolution 22-20 appropriating the necessary funding from the American Rescue Plan Act grant.

## **C. DISCUSSION REGARDING REQUESTS FOR USE OF OUTDOOR SPACES IN THE MISSION DISTRICT**

In recent months, staff has received inquiries and requests from various groups to use outdoor spaces in the Mission District. These include the Mission Playhouse Plaza area, Playhouse parking lot and requests for a street closure to hold an event. Likely these requests are becoming more frequent as groups have seen the way that these spaces can be used and as groups look to have events outdoors due to COVID-19. Because these spaces are also needed when there is an event at the Playhouse and/or an event at the Adult Recreation Center, staff is recommending that the City Council discuss this item and provide direction to staff on policies related to public use of the outdoor spaces. Revenue for typical one-day Playhouse event is approximately \$9,600, while a weekend rental averages \$36,500. Revenue for a typical use of the Adult Recreation Center is approximately \$2,400.

Recommended Action:

Staff recommends that the City Council discuss this item and provide direction to staff.

**D. CITY REORGANIZATION**

**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**

**12. ADJOURNMENT**

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

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

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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 at [cityclerk@sgch.org](mailto:cityclerk@sgch.org) during regular office hours.

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