

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

Tuesday, April 19, 2022 - 6:30 P.M.

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

Tony Ding
Mayor

John R. Harrington
Vice Mayor

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 and include the following on the subject line of your email: *PUBLIC COMMENT: 04/19/2022 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. All public comments shall be e-mailed by 5:00 P.M. on meeting day.

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[City Council Meeting Videos](#)

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

City Council Regular Meeting Agenda
Tuesday, April 19, 2022

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATION

A. POLICE DEPARTMENT EMPLOYEE INTRODUCTION – LIAM HOWARD

B. COMMENDATION FOR OLDER AMERICAN AWARD – FLORENCE LIN

C. PROCLAMATION FOR 2022 CALIFORNIA MOSQUITO AWARENESS WEEK

D. PROCLAMATION FOR DONATE LIFE MONTH

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. 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 April 5, 2022.
2. Minutes of the City Council Regular Meeting of April 5, 2022.

Recommended Action: Approval.

B. 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.

C. CASH AND INVESTMENT REPORT – MARCH 2022

In accordance with the City of San Gabriel’s 2021-22 Adopted Investment Policy (Resolution No. 21-30 dated July 20, 2021) and California Government Code Section 53646, the Finance Director is to render an investment report to the City Council, City Treasurer, City Manager, and the City Attorney. The March 2022 Cash and Investment Report is presented to receive and file in accordance with the City’s adopted 2021-22 Investment Policy.

Recommended Action:

Staff recommends that the City Council receive and file the Cash and Investment Report for March 2022.

D. MONTHLY BUDGET UPDATE – MARCH 2022

This report provides the monthly budget update for the City’s General Fund and Mission Playhouse as of March 31, 2022. The monthly budget update incorporates the actual revenue received and expenditures that have occurred through March 31, 2022, 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. APPROVAL OF RESOLUTION NO. 22-23 AUTHORIZING THE ADDITION OF A LEAD RECORDS SPECIALIST SPECIAL PAY ASSIGNMENT

The Police Department has researched the necessity and feasibility of creating a Lead Records Sepcialist Special Pay Assignment. The candidate chosen to fill this new assignment will be from existing personnel within the Records Bureau. This compensated, non-supervisory assignment would serve in an administrative support role to the Records Supervisor.

Recommended Action:

Staff recommends that the City Council approve Resolution No. 22-23, which authorizes the addition of a Lead Records Specialist Special Pay Assignment.

F. PURCHASE OF NEW FORD F-550 TRUCK WITH AN ALTEC LIFT BUCKET SYSTEM FOR THE FIELD OPERATIONS DIVISION

This new aerial lift bucket truck would replace a 13-year-old truck, improving the Field Operations Division maintenance efforts. The aerial lift bucket truck is proposed to be purchased from Altec Industries, Incorporated through a Sourcewell Awarded Contract at a cost of \$142,547.00.

Recommended Action:

Staff recommends that the City Council:

1. Waive formal bidding and authorize the Cooperative Purchase Agreement for an arial bucket truck, consistent with the piggyback bidding requirements pursuant to Municipal Code Section 34.35; and
2. Authorize the City Manager to approve a Purchase Order to Altec Industries, Incorporated, in an amount not to exceed \$142,547.00 from the Gas Tax fund account 124-800-41-99-767.

G. FIRE APPARATUS PURCHASE

The San Gabriel Fire Department is seeking approval to purchase two Pierce Enforcer Triple Combination Fire Apparatus, accelerating the replacement cycle to take advantage of favorable pricing, finance terms and replacement of aging reserve apparatus. Funding for this lease purchase agreement is available and ongoing in the Fleet Maintenance Fund.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to eneter into a lease purchase agreement subject to final approval as to form by the City Attorney, in the amount of \$1,601,440.16 for two 2024 Pierce Enforcer Triple Combination Rescue Apparatus and adopt Resolution No. 22-05.

5. PUBLIC HEARING – None.

6. CONTINUED BUSINESS

A. AGREEMENT WITH FIRST TRANSIT FOR DIAL-A-RIDE AND EXPANDED TRANSIT SERVICES

The City of San Gabriel contracts with a transit provider, First Transit, to manage and operate a Dial-A-Ride service for City residents age 62 and over and individuals with disabilities. In October 2021, the City Council reviewed an expanded transit model that would continue providing curb-to-curb service for senior residents and individuals with disabilities, while also offering microtransit service that is open to the general public. At that meeting, the Council directed staff to review options for varying term lengths with First Transit and return with a recommendation for Council consideration.

Recommended Action:

Staff recommends that the City Council:

- 1) Review and approve the Professional Services Agreement with First Transit for the expanded transit services for a period of one year, with the option to renew for two 1-year additional terms;
- 2) Authorize the City Manager to execute the Agreement; and,
- 3) Authorize the City Manager to renew the Agreement for Optional Year 1 and Optional Year 2 should the City wish to continue the partnership with First Transit for the Dial-A-Ride and microtransit service.

7. NEW BUSINESS

A. PROPOSED CITY FEE SCHEDULE ADJUSTMENTS FOR FISCAL YEAR 2022-2023

The citywide fee schedule establishes user fees and charges for various department-related services. A fee charged by the City may not exceed the estimated reasonable cost of providing the services. The two broad categories of fees charged by the City can be broken up into user fees and regulatory fees. User fees are fees charged for the use of public services or programs, such as a recreation program or document retrieval. Regulatory fees are charged to pay for the cost of government program which regulates the activities of the fee payers, such as permits, investigations and inspections. Fees for the use of public property are considered rent and are set as the discretion of the City and not subject to the costs of services limitations.

Recommended Action:

Staff recommends that the City Council provide staff direction for the fee increases to implement for the fiscal year that begins on July 1, 2023 to be brought back for Council's actions in June.

B. DISCUSSION ON THE FEASIBILITY OF LOCAL MISDEMEANOR PROSECUTIONS

Due to the recent increases in quality of life crimes in San Gabriel, and George Gascon's refusal to prosecute, the City Council directed staff to research the possibility of prosecuting misdemeanor crimes locally instead of through the District Attorney. Staff has prepared a brief summary of the factors involved in taking over prosecution from the District Attorney's office. The City Council should discuss the pros and cons and determine whether to move forward with further study.

Recommended Action:

Staff recommends that the City Council discuss the issues related to local prosecution of misdemeanors and provide direction to staff on whether to proceed with further study into the feasibility and practicality of transitioning to an internal misdemeanor prosecution protocol, or alternate measures, relative to crimes committed within the City of San Gabriel. Direction should include whether staff should start discussions with the District Attorney's office to gain consent for local prosecution.

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 – None.

12. ADJOURNMENT

The next regular City Council meeting will be held on Tuesday, May 3, 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.