

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

Tuesday, May 16, 2023 - 6:30 P.M.

**City Hall Council Chamber
425 South Mission Drive, San Gabriel, California 91776
Teleconference location:
Allegretto Vineyard Resort, St. Francis Room
2700 Buena Vista Drive, Paso Robles, California 93446**

John R. Harrington
Mayor

John Wu
Vice Mayor

Eric Chan
Council Member

Tony Ding
Council Member

Denise Menchaca
Council Member



Mark Lazzaretto
City Manager

Keith Lemieux
City Attorney

Julie Nguyen
City Clerk

Kevin B. Sawkins
City Treasurer

How to Submit Public Comment:

Members of the Public who wish to submit public comment may do so using one of the following methods. Public comment is limited to the time allotted.

In-Person: Complete a Speaker Card, indicating the agenda item number and submit it to the City Clerk prior to the meeting. Speakers shall be limited to three (3) minutes per person per item. At the Mayor's discretion, the time limit may be shortened to allow all speakers to address the City Council.

Electronic submission of Public Comment is also available via the City's website as noted below. Public Comment submitted electronically will be read into the record. Words that would disrupt the meeting, including profanity, obscenity, and discriminatory language, will not be read. Your comments must be received by 5:00 P.M. on meeting day.

Website: Please submit your comments using the online public comment form at [Public Comment](#).

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

City Council Regular Meeting Agenda
Tuesday, May 16, 2023

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATIONS

A. INTRODUCTION OF FIRE DEPARTMENT EMPLOYEE

- **FIRE CAPTAIN CHRISTOPHER FETNER**

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 26, 2023.
2. Minutes of the City Council Special Meeting of April 27, 2023.
3. Minutes of the City Council Regular Meeting of May 2, 2023.
4. Minutes of the City Council Special Meeting of May 4, 2023.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

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.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

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

C. CASH AND INVESTMENT REPORT – APRIL 2023

In accordance with the City of San Gabriel’s 2022-2023 Adopted Investment Policy (Resolution No. 22-30) 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 Cash and Investment Report is presented to receive and file in accordance with the City’s adopted 2022-23 Investment Policy. There is no fiscal impact related to this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council receive and file the Cash and Investment Report for April 2023.

D. AGREEMENT EXTENSION WITH THE SAN GABRIEL VALLEY HUMANE SOCIETY (SGVHS) FOR ANIMAL CARE AND CONTROL SERVICES FOR FISCAL YEAR 2023-2024 INCLUDING A NEW ANNUAL FEE AMOUNT OF \$410,000

The San Gabriel Valley Humane Society (SGVHS) has provided animal care and control services to the community for many decades. The City’s most recent agreement with SGVHS, approved by City Council on June 1, 2022 in the amount of \$325,000, was an amendment to the agreement dated June 3, 2021, and has a term of one-year. With the existing amendment set to terminate on June 30, 2023, the SGVHS is requesting to continue services for the City for Fiscal Year 2023-2024 with the new compensation of \$410,000. The cost to the City for SGVHS to provide a full-service animal care and control program for Fiscal Year 2023-2024 under the proposed extension would be \$410,000. Based on prior years, the license fee revenue for Fiscal Year 2023-2024 is estimated at \$35,000.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to extend the existing agreement with the San Gabriel Valley Humane Society for Fiscal Year 2023-2024 in the amount of \$410,000 and approve the proposed revisions to the terms.

E. ALL CITY MANAGEMENT SERVICES CONTRACT RENEWAL IN THE AMOUNT OF \$173,664 FOR CROSSING GUARD SERVICES FOR FISCAL YEAR 2023-2024

The City has had a Professional Services Agreement with All City Management Services, Incorporated to provide school crossing guard services since 2014. The most recent contract expires on June 30, 2023. Crossing Guard services are currently budgeted in the Police Department's Contractual Services #121-751-00-22-000 in the amount of \$130,752 for Fiscal Year 2022-2023. The fiscal impact for Fiscal Year 2023-2024 would be \$173,664, an increase of \$42,912. The new rates reflect the Los Angeles County price increases due to inflation.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to enter into a one-year Professional Services agreement with All City Management Services for crossing guard services for an annual amount not to exceed \$173,664 and then re-evaluate their services and other opportunities for services in Fiscal Year 2024-2025.

F. SAN GABRIEL TOURISM AND MARKETING IMPROVEMENT DISTRICT (TMID) ANNUAL REPORT

The San Gabriel Tourism and Marketing Improvement District (SGTMID), formed on February 5, 2019, is a benefit assessment district that creates a revenue source to help fund marketing and sales promotion efforts for San Gabriel lodging businesses through an increase in transient occupancy tax for the City of San Gabriel. The goal is to improve tourism and drive additional room night sales to assessed lodging businesses. The SGT MID includes lodging

businesses with 100 rooms or more. Located within the boundaries of the City of San Gabriel; specifically, these lodging businesses are the Hilton Los Angeles/San Gabriel and the Sheraton Los Angeles San Gabriel hotels. The SGT MID has a five-year term, beginning July 1, 2019, through June 30, 2024. There is no fiscal impact related to this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council accept and file the San Gabriel Travel and Tourism Annual Report covering periods 2020-2023.

G. RESOLUTION NO. 23-25 APPROVING A REQUEST FOR TEMPORARY STREET CLOSURE ON THE 100 BLOCK OF CRESTA AVENUE

The Public Works Department received a request from Theodore G. Sams, a resident at 151 N. Cresta Avenue, for a temporary street closure. The purpose of this request is to hold a block party on Saturday, June 10, 2023, on the 100 block of Cresta Avenue from 2:00 p.m. to 8:00 p.m. There is no fiscal impact related to this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 23-25 authorizing closure on Cresta Avenue between Las Tunas Drive and Hermosa Avenue from 2:00 p.m. to 8:00 p.m. on Saturday, June 10, 2023.

H. STREET BANNER REQUEST – HEALTH AND BEAUTY MEGA MIX EXPO

The Public Works Department received a banner request from Alexis Salamanca, a representative of the Ofiso Community Foundation (“OCF”). The OCF will be hosting a Health & Beauty Mega Mix Expo on Thursday, July 27, 2023, to serve the surrounding cities as well as the San Gabriel community. This event will be held at the San Gabriel Hilton Hotel. The OCF is requesting to hang one street banner at Las Tunas Drive and Del Mar Avenue and the other one at Las Tunas Drive and Bridge Street starting June 27, 2023, through July 28, 2023.

These locations have been verified and are available during these dates. There is no fiscal impact related to this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

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

A. ORDINANCE NOS. 689 AND 690 AMENDING CHAPTER 153 OF THE SAN GABRIEL MUNICIPAL CODE RELATING TO INCLUSIONARY HOUSING AND DENSITY BONUS (ZTA23-001) – INTRODUCTION AND FIRST READING

On April 27, 2023, this matter was noticed for a City Council public hearing on May 16, 2023. Staff is requesting that this matter be continued to the June 20, 2023 regular City Council meeting. There is no fiscal impact related to this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council open the public hearing and continue the item to the June 20, 2023 regular City Council meeting.

6. CONTINUED BUSINESS – None.

7. NEW BUSINESS

A. FIRST AMENDMENT TO THE PROPERTY MAINTENANCE AGREEMENT WITH THE SAN GABRIEL HISTORICAL ASSOCIATION FOR THE HAYES HOUSE, HISTORICAL MUSEUM, AND JAIL

The City of San Gabriel owns the property located at 546 West Broadway which is the site of Hayes House, San Gabriel Historical Museum, and Jail, which are operated and maintained by the San Gabriel Historical Association (SGHA) under a 2003 agreement that was renewed on July 21, 2020. The agreement

allocates \$1,500 per year to the SGHA in return for performing routine maintenance and opening the property to visitors throughout the year. The SGHA is requesting an amendment which would increase the annual cost to \$3,000 and provide for a one-time payment of \$25,000 to SGHA. If approved, an additional augmentation to the Fiscal Year 2023-2024 general fund budget will be added in the amount of \$26,500, which includes a one-time expenditure of \$25,000 as well as a \$1,500 increase to the annual maintenance payment. In Fiscal Year 2023-2024, the general fund will contribute \$28,000 for the upkeep and maintenance of the Hayes House, San Gabriel Historical Museum, and Jail.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council:

1. Approve the First Amendment to Property Maintenance Agreement with the San Gabriel Historical Association, allocating \$3,000 annually towards the maintenance of structures; and
2. Authorize the City Manager to sign the First Amendment to the Property Maintenance Agreement; and
3. Direct staff to allocate \$25,000 from Account No. 124-810-15-96-094 to be paid by San Gabriel Historical Association.

B. DISCUSSION REGARDING USE OF ARTIFICIAL TURF OR SYNTHETIC GRASS ON CITY PARKWAYS

Current State of California law encourages the use of drought tolerant landscaping, including artificial turf or synthetic grass on residential properties. Pursuant to the law, cities may adopt laws that provide standards for the type and installation of such materials, but may not adopt standards that would effectively preclude the use of such materials. State law is silent on the private installation of artificial turf on city property, such as a residential parkway. Currently, the City of San Gabriel's Landscape Code only addresses the use of artificial or synthetic turf on private property but not within City owned parkways. There is no known fiscal impact for this item.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council direct staff to amend the design standards for installation of artificial turf and/or synthetic grass by including a prohibition on the use of these materials in city-owned parkways.

C. ACCEPTANCE OF GRANTS FROM ASSEMBLYMEMBER FONG'S OFFICE AND APPROVAL OF AGREEMENTS FROM ASIAN YOUTH CENTER AND FRIENDS OF LA LAGUNA

The City was notified that it would be receiving targeted state funding on behalf of the Asian Youth Center and Friends of La Laguna. As the recipient and administrator of the funds, the City has developed, for Council's consideration, agreements with the two organizations to ensure proper compliance with the requirements of the grant. There is no anticipated fiscal impact from the City's participation in administration of the grant funds. The five percent retention will be sufficient to cover expected costs. The funds fronted for the friends of La Laguna project will be reimbursed by the grant.

California Environmental Quality Act (CEQA) Determination: Not a Project as defined in Section 15378 of the State CEQA Guidelines.

Recommended Action:

Staff recommends that the City Council:

1. Accept the Grants from Assemblymember Fong's Office on behalf of Asian Youth Center and Friends of La Laguna.
2. Approve the agreements with Asian Youth Center and Friends of La Laguna, as submitted.
3. Authorize the City Manager to act as the authority on the City's behalf in matters related to these transactions and execute any contracts with the state pertaining to the grant funding.
4. Approve Resolution No. 23-29, required for the receipt of the grant with Friends of La Laguna.

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, June 6, 2023 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, or in person at City Hall, 425 South Mission Drive, San Gabriel, CA 91776. 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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English

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Chinese (Traditional)

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Chinese (Simplified)

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Vietnamese

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Spanish

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