

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

Tuesday, May 17, 2022 - 6:30 P.M.

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

AMENDED ON 5/12/2022

Added Consent Calendar Item 4K

UPDATED ON 5/17/2022

Added Item 7A PRESENTATION

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: 05/17/2022 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, May 17, 2022

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATIONS

A. PROCLAMATION FOR MENTAL HEALTH AWARENESS 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 28, 2022.](#)
2. [Minutes of the City Council Special Meeting of May 3, 2022.](#)
3. [Minutes of the City Council Regular Meeting of May 3, 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 – APRIL 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 April 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 April 2022.

D. MONTHLY BUDGET UPDATE – APRIL 2022

This report provides the monthly budget update for the City’s General Fund and Mission Playhouse as of April 30, 2022. The monthly budget update incorporates the actual revenue received and expenditures that have occurred through April 30, 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. ADOPT RESOLUTION NO. 22-28 APPROVING THE FISCAL YEAR 2022-23 SENATE BILL 1 (SB1) ROAD REPAIR AND ACCOUNTABILITY ACT PROJECT LIST

Senate Bill 1 (SB1), also known as the Road Repair and Accountability Act of 2017, provides the City of San Gabriel with access to funds for basic road maintenance, rehabilitation, and safety projects. In Fiscal Year (FY) 2022-23 the City will receive estimated \$910,533. To qualify for funding under the Act, the City must adopt a list of eligible street improvement projects. The Resolution for Council’s consideration would adopt the project list and authorize the Public Works Director to file the required documents with the California Transportation Commission.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 22-28; and
2. Authorize the Public Works Director to file necessary documentation to satisfy SB1 funding requirements and act as the signature authority.

F. AGREEMENT EXTENSION WITH THE SAN GABRIEL VALLEY HUMANE SOCIETY (SGVHS) IN THE AMOUNT OF \$325,000 FOR ANIMAL CARE AND CONTROL SERVICES FOR FISCAL YEAR (FY) 2022-2023

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, 2021, has a term of one-year and includes a provision on the option to extend the agreement for an additional one-year period. With the existing agreement set to terminate on June 30, 2022, the SGVHS is requesting an extension for FY 2022-2023 in the amount of \$325,000. Staff seeks Council's approval on the agreement extension with SGVHS to continue animal care and control services for the upcoming fiscal year.

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 2022-2023 in the amount of \$325,000.

G. APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH THE MEJORANDO GROUP FOR \$24,275 PLUS EXPENSES FOR FACILITATION SERVICES FOR AN EXECUTIVE TEAM RETREAT AND FACILITATION WITH CITY COUNCIL FOR THE CREATION OF A FIVE-YEAR STRATEGIC PLAN FOR THE CITY

It has been more than four years since the Executive Team has last held a strategic planning retreat. It has also been more than six years since the City last created a strategic plan. The proposed contract with The Mejorando Group would provide facilitation of a two-day retreat with the Executive Team and a two-day strategic planning workshop with the City Council and the Executive Team, resulting in a new, five-year strategic plan to guide the City's goals over the coming years.

Recommended Action:

Staff recommends that the City Council approve the contract with The Mejorando Group for Executive Team facilitation and a City Council strategic planning retreat, and authorize the City Manager to execute the agreement as presented.

City Council Options:

1. Accept staff recommendation and authorize the execution of the contract with The Mejorando Group.
2. Should the City Council not agree with the staff recommendations, the options would be:
 - A. Approve only the Executive Team facilitation portion of the contract and not fund the strategic plan update at this time. Should this occur, staff would ask the City Council to provide other suggestions/direction for how to create a new specific plan.
 - B. Approve only the City Council strategic plan portion of the project and not fund the Executive Team facilitation at this time. Should this occur, staff would still hold the retreat but would not have a professional facilitator on the retreat.
 - C. Approve neither portion of the project. Should this occur, staff would ask the City Council to provide feedback on how to create a new specific plan.

H. RESOLUTION NO. 22-27 RESCINDING RESOLUTION NO. 21-12 AND ADOPTING RULES OF ORDER FOR THE CONDUCT OF PUBLIC MEETINGS IN ORDER TO ACCOMMODATE THE CHANGE IN MEETING SCHEDULE FOR THE COMMUNITY SERVICES COMMISSION

From time to time, revisions are made to the Rules of Order governing City meetings in order to reflect any changes the City Council has ordained, and as efficiencies are identified to facilitate the orderly conduct of meetings. These changes can also pertain to the meeting schedules for various commissions or committees. Resolution No. 22-27 would rescind the current Rules of Order and establish updated Rules of Order for City Meetings to accommodate the change in meeting schedule for the Community Services Commission.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 22-27 rescinding Resolution No. 21-12 and adopting Rules of Order for the Conduct of City Meetings.

I. UNIVERSITY OF CALIFORNIA, LOS ANGELES (UCLA) CENTER FOR PREHOSPITAL CARE CONTRACT SECOND AMENDMENT

Staff is requesting approval of a Second Amendment to the contract for Advanced Life Support Continuing Education and Quality Improvement - Assurance provided by the UCLA Center for Pre-Hospital Care (UCLA). The San Gabriel Fire Department is required as an Advanced Life Support provider in the County of Los Angeles, to maintain an approved Continuing Education and Quality Assurance program. In 2014, UCLA was contracted to provide these services. The current agreement expires on July 31, 2022. The proposed amendment extends the services until July 31, 2024.

Recommended Action:

Staff recommends that the City Council authorize the City Manager or designee to enter into the Second Amendment to Services Agreement with the UCLA Center for Prehospital Care in the amount of \$32,769 annually for the duration of the agreement.

J. FIRE APPARATUS LEASE AGREEMENT WITH PNC EQUIPMENT FINANCE, LIMITED LIABILITY COMPANY

The San Gabriel Fire Department is seeking approval to proceed with a Lease Agreement to purchase one 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. The total purchase price for the 2024 Pierce Enforcer Triple Combination Rescue Apparatus is \$800,720.08.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to enter into a lease purchase agreement subject to final approval as to form by the City Attorney, in the amount of \$800,720.08 for one 2024 Pierce Enforcer Triple Combination Rescue Apparatus and adopt Resolution No. 22-05.

K. 2020 STATE HOMELAND SECURITY PROGRAM

The City of San Gabriel has been awarded grant funds from the 2020 State Homeland Security Program for both the San Gabriel Police and Fire Departments in the amount of \$67,518 and \$62,000 respectively. Both public safety Departments are able to use these funds towards projects from the Department of Homeland Security Approved Equipment List and also to provide training. This staff report seeks Council's acceptance of the grant funding and authorization to expend those funds on identified qualifying projects that would enhance the capabilities of both public safety departments. There is no fiscal impact as funding for the purchases will be reimbursed through the State Homeland Security Program (SHSP) grant.

Recommended Action:

Staff recommends that the City Council make a motion to approve the following:

Police Department

1. Approve to increase estimated revenue (account 186-3215) and appropriation (transfers out) in 'Other Grants' Fund by \$67,518; and increase estimated revenue (transfers in) and appropriation in Capital/Special Projects Funds (account 124-751-57-99-380) by \$67,518.

Fire Department

2. Approve to increase estimated revenue (account 186-3215) and appropriation (transfers out) in 'Other Grants' Fund by \$62,000; and increase estimated revenue (transfers in) and appropriation in Capital/Special Projects Funds (account 124-761-57-99-380) by \$62,000.

3. Authorize both the Police Chief and Fire Chief to accept the SHSP grant and purchase the items under the City's purchasing policy.

4. Authorize the City Manager to execute the subrecipient agreement between the City and the County of Los Angeles and adopt Resolution No. 22-26.

5. PUBLIC HEARING – None.

6. CONTINUED BUSINESS

A. FEE STRUCTURE AND POLICY FOR USE OF OUTDOOR SPACES IN THE MISSION DISTRICT

On March 1, 2022, the City Council reviewed an item about requests for the use of outdoor spaces in Mission District. These include requests for use of the

Mission Playhouse Plaza area, Playhouse parking lot and requests for street closures along Mission Drive. The City Council advised that they are generally open to these uses, with the understanding that the uses cannot conflict with rentals of the Mission Playhouse or Adult Recreation Center/Grapevine Park. With this report, staff is bringing forward a proposed fee structure and policy for use of these spaces. Staff estimates that the revenue received in Fiscal Year 2022-2023 will be approximately \$5,000.

Recommended Action:

Staff recommends that the City Council review this report and the fee recommendations and, if approved, include these fees as part of the Fiscal Year 2022-2023 fee schedule. The fees will be reviewed and approved as part of the Public hearing process for the fee schedule.

7. NEW BUSINESS

A. COMMUNITY DEVELOPMENT DEPARTMENT ANNUAL UPDATE

The report provides an annual update regarding the department, the department's activities, 2021 performance metrics, housing trends in San Gabriel, development projects, and an update on Economic Development programs. **PRESENTATION**

Recommended Action:

Staff recommends that City Council receive and file this update from the Community Development Department, and provide any feedback or direction to staff.

B. DONATION OF HERNANDO VILLA'S "THE PIONEERS" MURAL TO THE LUCAS MUSEUM OF NARRATIVE ART

The City of San Gabriel is in possession of a donated mural art piece named "The Pioneers" by Mexican American artist Hernando Gonzallo Villa. Despite multiple attempts by City staff to find a public home for the artwork in San Gabriel, none of San Gabriel's organizations has the ability to preserve the mural nor the space to display it for public viewing. The artwork is currently stored in a fine art storage facility. Recently, the Lucas Museum of Narrative Art has expressed interest in the artwork and offered to fully fund the preservation, conservation and ongoing maintenance of the work, in exchange for it as a perpetual gift to the museum.

Recommended Action:

Staff recommends that the City Council approve the donation of Hernando Villa's "The Pioneer" mural to the Lucas Museum of Narrative Art.

City Council Options:

1. Accept Staff recommendation and authorize the donation of Villa's "The Pioneer" mural to the Lucas Museum of Narrative Art.
2. Should the City Council not agree with the staff recommendations, the options should be:
 - A. Continue to find a suitable host for the mural to be displayed publicly. Should this occur, staff would continue to store the mural at an off-site fine art storage with the continued monthly cost and ask the City Council to provide other suggestions/directions for further outreach efforts.
 - B. Follow the original plan to display the mural at the new Police Department building once it is built. Should this occur, staff would continue to store the mural at an offsite fine art storage with the continued monthly cost. Budget would also be needed to prepare and conserve the mural for public display.

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, June 7, 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.

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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 during regular office hours.

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