

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

**Tuesday, May 18, 2021 - 6:30 P.M.**

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

**Due to Executive Order N-25-20 Members of the Council may  
Teleconference into the meeting.**

Chin Ho Liao  
Mayor

Tony Ding  
Vice Mayor

John R. Harrington  
Council Member

Denise Menchaca  
Council Member

Jason Pu  
Council Member



Mark Lazzaretto  
City Manager

Keith Lemieux  
City Attorney

Julie Nguyen  
City Clerk

Kevin B. Sawkins  
City Treasurer

Pursuant to State and County Directives, San Gabriel City Hall is **closed to the public** and physical access to the meeting has been suspended. To provide members of the public access to the meeting and an opportunity to comment on items on and off the Agenda, the following opportunities have been established:

**Public Comments**

Please email all public comments to [cityclerk@sgch.org](mailto:cityclerk@sgch.org) and include the following on the subject line of your email: the section (Public Comment, Consent, Public Hearing, Continued Business, New Business) and Item Number you are commenting on. 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.

*Example: PUBLIC COMMENT: New Business Item A*

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[City Council Meeting Videos](#)

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

**City Council Meeting Agenda**  
**Tuesday, May 18, 2021**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

**A. FAREWELL RECOGNITION OF ASSISTANT CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR ARMINÉ CHAPARYAN**

**B. PROCLAMATION FOR ASIAN AMERICAN & PACIFIC ISLANDER HERITAGE MONTH**

**C. COVID-19 BRIEFING**

**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 May 4, 2021.
2. Minutes of the City Council Regular Meeting of May 4, 2021.
3. Minutes of the City Council Special Meeting of May 11, 2021.

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: Approval.

### **C. CASH AND INVESTMENT REPORT – APRIL 2021**

In accordance with the City of San Gabriel's 2020-21 Adopted Investment Policy (Resolution No. 20-30 dated June 16, 2020) and California Government Code §53646, the Finance Director is to render an investment report to the City Council, City Treasurer, City Manager, and the City Attorney. The April 2021 Cash and Investment Report is presented to receive and file in accordance with the City's adopted 2020-21 Investment Policy.

#### Recommended Action:

Staff recommends that the City Council receive and file the Cash and Investment Report for April 2021.

### **D. MONTHLY BUDGET UPDATE – APRIL 2021**

This report provides the monthly budget update for the City's General Fund and Mission Playhouse as of April 30, 2021 (prior to the monthly closing entries). The monthly budget update incorporates the actual revenue received and expenditures that have occurred through April 30, 2021, and projects the financial results for the year ending on June 30, 2021.

#### Recommended Action:

Staff recommends that the City Council receive and file the report.

### **E. 2019 STATE HOMELAND SECURITY PROGRAM**

The City of San Gabriel has been awarded grant funds from the 2019 State Homeland Security Program for both the San Gabriel Police and Fire Departments in the amount of \$51,788 and \$11,250 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 is to identify the qualifying projects that would enhance the capabilities of both public safety departments.

#### 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 \$51,788; and increase estimated revenue (transfer in) and appropriation in Capital/Special Projects Funds (account 124-751-57-99-380) by \$51,788.

### Fire Department

2. Approve to increase estimated revenue (account 186-3215) and appropriation (transfers out) in 'Other Grants' Fund by \$11,250; and increase estimated revenue (transfers in) and appropriation in Capital/Special Projects Funds (account 124-761-57-99-380) by \$11,250.
3. Approve to increase estimated revenue (account 186-3215) and appropriation (transfers out) in 'Other Grants' Fund by \$1,825; and increase estimated revenue (transfers in) and appropriation in Capital/Special Projects Funds (account 124-761-57-99-380) by \$1,825.
4. Authorize both the Police Chief and Fire Chief to accept the SHSP grant and purchase the items under the City's purchasing policy.
5. Adopt Resolution No. 21-18 and authorize the City Manager to execute the subrecipient agreement between the City and the County of Los Angeles.

## **F. APPOINTMENTS TO THE CITY'S COMMISSIONS**

The City solicited applications for vacant and expiring seats on Civil Service, Community Services, Design Review, Historic Preservation and Cultural Resource, and Planning Commissions for two-year terms from June 2021 through May 2023. This item is to ratify the City Council's choices for appointments.

### Recommended Action:

Staff recommends that the City Council approve the appointments recommended by the Mayor.

#### **G. APPROVAL OF FINAL MAP AND SUBDIVISION IMPROVEMENT AGREEMENT FOR TRACT NO. 73154 (PROPOSED MIXED-USE DEVELOPMENT AT 400-420 WEST VALLEY BOULEVARD “THE PROVINCE”)**

The development, located at 400-420 West Valley Boulevard, is a five-story mixed-use development with approximately 435,630 combined square feet of commercial space and 127 residential condominium units on a 114,508 square feet (2.6 acres) site. Staff and the City’s contract consultant for land surveying, RKA Consulting Group, Incorporated, have reviewed the Final Tract Map and 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 approve Final Tract Map No. 73154 and the Subdivision Improvement Agreement and authorize its filing with the Los Angeles County Recorder.

#### **H. RENEWAL OF DIGITAL EMS ELECTRONIC PATIENT CARE RECORD (ePCR) CONTRACT**

As a Public Agency Paramedic Provider Agency, the San Gabriel Fire Department must generate and submit a Patient Care Record (PCR) for each patient contact made in the delivery of emergency medical service. The requirement to submit this data in an electronic format (ePCR) has been in Los Angeles County EMS Agency policy Reference 607 since 2009. To meet this requirement, the Fire Department has utilized the Digital EMS Solutions, Incorporated, Medic Clipboard software package since 2011. Staff requests City Council approval for a three-year extension (July 1, 2021 to June 30, 2024) of our license agreement and contract with Digital EMS, Incorporated.

##### Recommended Action:

Staff recommends that the City Council authorize the Fire Chief to execute a three-year contract extension with Digital EMS Solutions, Incorporated, to continue providing ePCR and EMS record management at a cost of \$8,690.30 per year from July 1, 2021 to June 30, 2024.

**I. PERMANENT LOCAL HOUSING ALLOCATION (PLHA) PROGRAM FUND ALLOCATION FOR PHASE II ENVIRONMENTAL SURVEY – 405 SOUTH DEL MAR AVENUE**

On October 6, 2020, City Council elected to utilize the City’s Permanent Local Housing Allocation (PLHA) funds toward the predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing for low-income households. These funds can be used toward the investigative work taking place at 405 South Del Mar Avenue during the current due diligence period as the City is in escrow to purchase the property from the San Gabriel Valley Council of Governments in partnership with the Related Companies of California.

Recommended Action:

Staff recommends that the City Council take the following actions:

1. Allocate \$55,033 of the Permanent Local Housing Allocation (PLHA) funds towards the Phase II environmental study for 405 South Del Mar Avenue; and
2. Authorize the City Manager to execute any grant-related documentation.

**5. PUBLIC HEARING** – None.

**6. CONTINUED BUSINESS** – None.

**7. NEW BUSINESS**

**A. CONSIDERATION OF RESOLUTION NO. 21-19 EXPRESSING A VOTE OF NO CONFIDENCE IN LOS ANGELES COUNTY DISTRICT ATTORNEY GEORGE GASCÓN FOR HIS ATTEMPT TO UNDERMINE LEGISLATION AND THE BALLOT INITIATIVE PROCESS AND PLACE THE SAFETY OF THE GENERAL PUBLIC AT RISK**

At the May 4, 2021 regular City Council meeting, the City Council requested an item to discuss a resolution adopting a Vote of No Confidence in Los Angeles County District Attorney George Gascón be placed on a future regular City Council meeting.

Recommended Action:

Staff recommends that the City Council discuss the attached Resolution No. 21-19 and consider adopting it. Alternatively, the City Council could choose to modify the language, or to take no action at all on the item.

## **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 1, 2021, 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.

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

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