

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

**Tuesday, May 19, 2020 - 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.**

Denise Menchaca  
Mayor

Chin Ho Liao  
Vice Mayor

Tony Ding  
Council Member

John R. Harrington  
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, 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*

**Watch the Meeting Online**

Live broadcasts of the meetings are available using the following link:

[City Council Meeting Videos](#)

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

**City Council Meeting Agenda**  
**Tuesday, May 19, 2020**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

**A. RECOGNITION OF SERVICE – OUTGOING CHAIR OF PLANNING COMMISSION, NORMAN GARDEN**

**B. COVID-19 UPDATE ON CITY OPERATIONS**

**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 5, 2020.
2. Minutes of the City Council Regular Meeting of May 5, 2020.
3. Minutes of the City Council Special Meeting of May 12, 2020, 5:00 P.M.

Recommended Action: Approval.

**B. MATERIAL DEMANDS**

This is the presentation of the “Register of Demands and Warrants” for the payment of City expenditures.

Recommended Action: Approval.

### **C. CASH AND INVESTMENT REPORT – APRIL 2020**

This is a presentation of City investments for the month of April 2020.

Recommended Action:

Staff recommends that the City Council receive and file the Cash and Investment Report for April 2020.

### **D. SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (PSA) WITH ANNEALTA GROUP FOR AN INTERIM PLANNING MANAGER**

On February 20, 2020, the Planning Division Manager position was vacated and has remained vacant to-date. In order to assist with staffing challenges, a Professional Services Agreement for an Interim Planning Manager with the Annealta Group (Consultant) was executed on February 24, 2020. Due to increased Planning projects, an amendment to the original PSA was approved by City Council on March 17, 2020. Since then, there have been several additional projects that would necessitate increased work hours for the Consultant. In addition, the full time Planning Manager position will not be filled until July 2020 due to the impact of COVID-19 on recruiting and hiring staff.

Recommended Action:

Staff recommends that the City Council:

1. Approve the Second Amendment to the Professional Services Agreement with Annealta Group; and
2. Authorize the City Manager to execute all necessary documents.

### **E. RESOLUTION NO. 20-25: COUNTY OF LOS ANGELES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PARTICIPATING CITY – COOPERATION AGREEMENT**

Every three years, the County of Los Angeles must re-qualify with the United States Department of Housing and Urban Development (HUD) for entitlement status as an Urban County so that the County can continue participating in the Community Development Block Grant Program (CDBG). The County is preparing to submit its paperwork for this designation and needs to have a

new Cooperation Agreement executed with the City of San Gabriel since the City receives direct funding from the County.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 20-25 authorizing the City's participation in the Los Angeles Urban County Community Development Block Grant program; and
2. Authorize the Mayor or her designee to execute any and all documents necessary for participation in the Los Angeles Urban County CDBG Program on behalf of the City of San Gabriel.

**F. MEMORANDUM OF AGREEMENT WITH SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG) TO DEVELOP VEHICLE MILES TRAVELED (VMT) THRESHOLDS AND MITIGATION MEASURES IN COMPLIANCE WITH RECENTLY-ADOPTED CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES**

Changes in state law require cities in California to adopt new CEQA thresholds of significance for transportation impacts. For the purposes of CEQA, these changes will modify how the City evaluates projects for transportation impacts. Specifically, the City is required to use Vehicle Miles Traveled (VMT) instead of Level of Service (LOS) as the metric to evaluate transportation impacts in CEQA documents such as Environmental Impacts Reports. This report provides an overview of the legislation requiring this change and the City's efforts, in cooperation with the SGVCOG, to analyze the existing traffic conditions, in the context of our regional setting, and to establish new VMT thresholds and mitigation measures in compliance with CEQA.

Recommended Action:

Staff recommends that the City Council receive and file this information report about participation in the San Gabriel Valley Regional Vehicle Miles Traveled Analysis Model and need to establish Vehicle Miles Traveled thresholds and mitigation measures, by July 1, 2020.

**G. BUDGET AMENDMENT TO INCREASE PROPOSITION C FUNDING FOR MAINTENANCE OF METRO PARK & RIDE LOTS**

The City has been receiving annual Proposition C funds to maintain two Metro Park & Ride lots located at 249 South Mission Drive and 1759 South Del Mar Avenue. These funds are currently inadequate to cover the 20 hours per week of staff time needed to maintain both lots. The City has been advised that Metro has expanded the use of the funds to include landscape materials, irrigation repairs, water usage and other costs associated with maintenance of the two Park & Ride lots.

Recommended Action:

Staff recommends that the City Council approve Resolution No. 20-23 to increase Proposition C Park & Ride lot maintenance project budget appropriation by \$18,530 from \$21,970 to \$40,500 for staffing costs in payroll related accounts (181-800-49-11-000,19-001, 19-002 and 19-016) and \$14,500 in account number 181-800-49-80-000 for maintenance materials and supplies.

5. **PUBLIC HEARING** – None.

6. **NEW BUSINESS**

**A. ATHENS SERVICES – CONTRACT OPTIONS**

The current contract with Athens Services includes solid waste hauling for 11 years with automatic renewals each year for a new 11-year term. Athens also provides citywide street-sweeping services, organics-recycling services, and compliance documentation. There are several potential contract modifications available to the City for Council consideration.

Recommended Action:

Staff recommends that the City Council review and provide direction to staff regarding which alternatives to accept or decline for Fiscal Year 2020-2021 Athens Services contract renewal.

**B. CITY OF SAN GABRIEL ECONOMIC DEVELOPMENT 3.0 STRATEGY: A 10-POINT PLAN FOR RECOVERY, RESILIENCY, AND REINVESTMENT**

As a result of the novel coronavirus pandemic (COVID-19), many businesses have seen significant financial impacts due to the closures of their stores. To help support local businesses as they navigate through this crisis, the Economic Development Division is proposing a 10-Point Plan for Recovery,

Resiliency and Reinvestment that will assist businesses in connecting to financial resources, saving on City fees, exploring new ways of commerce, marketing the re-opening of their stores, and more.

Recommended Action:

The Community Development Department recommends that the City Council approve the 10-Point Plan for Recovery, Resiliency, and Reinvestment and provide direction to staff to begin implementation as soon as all the program details are completed.

**C. CONSIDERATION TO AMEND URGENCY ORDINANCE NO. 668 TEMPORARILY RESTRICTING RESIDENTIAL AND COMMERCIAL EVICTIONS FOR NONPAYMENT OF RENT DUE TO THE COVID-19**

In response to the COVID-19 pandemic, federal, state, and local authorities have taken actions to slow the spread of the virus, protect public health and mitigate its negative financial impact on individuals and businesses, including halting evictions. Council is requested to consider amending Urgency Ordinance No. 668 adopted by the City of San Gabriel City Council on April 1, 2020, restricting evictions of residential and commercial tenants unable to pay rent due to COVID-19, given recent actions taken at the state and county level to afford broader protections for tenants affected by COVID-19.

Recommended Action:

Staff recommends that the City Council consider amending Urgency Ordinance No. 668 to afford greater protections to residential and commercial tenants during the COVID-19 emergency and to limit variances with county and state directives.

**7. PUBLIC COMMENT**

**8. CITY MANAGER'S REPORT**

**9. 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.

**10. CLOSED SESSION – None.**

## 11. ADJOURNMENT

The next Regular City Council meeting will be held on Tuesday, June 2, 2020 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.

*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](mailto:cityclerk@sgch.org) at least 48 hours before the meeting, if possible.*