

AMENDED 06/11/2020
Added Item 4A3 Minutes
Added Item 6C Appointment
to Sub-Committee

CITY OF SAN GABRIEL CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, June 16, 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 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

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[City Council Meeting Videos](#)

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

City Council Meeting Agenda
Tuesday, June 16, 2020

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATIONS

A. INTRODUCTION OF ECONOMIC DEVELOPMENT MANAGER DOMENICA MEGERDICHIAN

B. 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 27, 2020.
2. Minutes of the City Council Special Meeting of June 2, 2020.
3. Minutes of the City Council Regular Meeting of June 2, 2020.

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 – MAY 2020

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

Recommended Action:

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

D. STATEMENT OF INVESTMENT POLICY 2020-2021

The City of San Gabriel conducts its investment activities in compliance with the Statement of Investment Policy which is required to be reviewed and adopted annually by the City Council. This policy provides guidelines for prudent investing, emphasizing safety, liquidity and yield, in that order. The Policy is formulated using the provisions of California Government Code Section 53601, et.seq. California Government Code Section 53646 requires the annual review of the City's Investment Policy at a regular meeting of the City Council.

Recommended Action:

Staff recommends that the City Council approve Resolution No. 20-30 adopting the 2020-2021 Statement of Investment Policy.

E. ACCEPTANCE OF FINAL TRACT MAP NO. 72990 (608 SOUTH RAMONA STREET) PLANNING CASE NO. TMAP18-002

The development, located at 608 South Ramona Street, is a six-unit condominium development on two lots totaling 23,924 square feet. City Staff and the Los Angeles County Department of Public Works have reviewed the Final Tract Map and have determined it is in compliance with the State Subdivision Map Act, conditions of approval, and the City's ordinances regarding subdivision.

Recommended Action:

Staff recommends that the City Council accept the Final Tract Map No. 72990 and authorize filing with the Los Angeles County Recorder.

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 2020 through May 2022. 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. SECOND READING AND ADOPTION OF ORDINANCE NO. 664 ESTABLISHING NON-EXCLUSIVE TOWING SERVICE FRANCHISES

The City of San Gabriel currently operates its police-initiated tow service through an informal agreement, rather than the industry standard franchise agreement. While the informal agreement the City used in the past has been satisfactory, the benefits of a towing service franchise agreement include a reduction in City liability and exposure, better control of the service provided to the public, and a method of cost recovery for City administrative costs. Ordinance No. 664 was introduced on June 2, 2020, by a 5-0 vote. Adoption of this Ordinance would approve the City of San Gabriel to establish non-exclusive towing services franchises and authorize entrance into towing agreements with qualified tow service providers.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Ordinance No. 664 to establish non-exclusive towing services franchises; and
2. Authorize the City to enter into tow service agreements with qualified tow service operators.

5. PUBLIC HEARING – None.

6. NEW BUSINESS

A. ADOPTION OF RESOLUTIONS APPROVING THE OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM AND ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020-21

The City Council will consider the operating budget as it provides a summary of the Proposed Budget and Capital Improvement Plan (CIP) for Fiscal Year 2020-21. The operating budget, including proposed amendments, totals \$68,047,732. The CIP totals \$6,191,594, providing new/additional funding for 16 projects.

Recommended Action:

Staff recommends that the City Council adopt:

1. Resolution No. 20-29 Adopting the City's Operating Budget for Fiscal Year 2020-21; and
2. Resolution No. 20-24 Approving the 2020-21 to 2024-25 Five-Year Capital Improvement Program and Adopting a Capital Improvement Program Budget for Fiscal Year 2020-21; and
3. Resolution No. 20-27 Establishing the Gann Appropriations Limit for Fiscal Year 2020-21.

B. ANIMAL CARE AND CONTROL SERVICES AGREEMENT

In 2012, the City of San Gabriel entered into an agreement with the San Gabriel Valley Humane Society (SGVHS) for animal care and control services. Since then, the agreement has automatically renewed and has had several subsequent rate increases. Most recently, the City was informed by SGVHS that a 33% rate increase is to be expected starting Fiscal Year 2020-2021 due to several key factors. Staff has worked with the City Attorney's Office to prepare an Animal Care and Control Services Agreement (Agreement) for a one-year term, for City Council's consideration.

Recommended Action:

Staff recommends that the City Council approve:

1. The Animal Care and Control Services Agreement with San Gabriel Valley Humane Society; and
2. Authorize the City Manager to execute all necessary documents related to this Agreement.

C. REQUEST TO APPOINT TWO CITY COUNCIL MEMBERS TO A SUB-COMMITTEE TO SERVE AS A LIAISON BETWEEN THE CITY COUNCIL AND THE COMMUNITY FOR THE COMMUNITY DISCUSSION DESCRIBED IN RESOLUTION NO. 20-31

On June 9, 2020, the City Council adopted Resolution No. 20-31 responding to the homicide of George Floyd and committing to engage in a conversation with the community regarding the policies and practices throughout the City of San Gabriel organization. In order to begin the process and engage community stakeholders.

Recommended Action:

Staff recommends that the City Council appoint two members to a sub-committee to begin the conversation committed to in Resolution No. 20-31

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, July 7, 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.

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.