

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

**Tuesday, August 17, 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 City 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, the 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 this Agenda, the following opportunity has been established:

**Public Comments**

Please email all public comments on items on this agenda only to [cityclerk@sgch.org](mailto:cityclerk@sgch.org) and include the following on the subject line of your email: *PUBLIC COMMENT: 08/17/2021 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.

**Watch the Meeting Online**

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[City Council Meeting Videos](#)

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

**City Council Meeting Agenda**  
**Tuesday, August 17, 2021**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATION**

**A. COVID-19 UPDATE**

**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 July 20, 2021.](#)
2. [Minutes of the City Council Regular Meeting of July 20, 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:

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

**C. CASH AND INVESTMENT REPORT – JULY 2021**

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 §53646, the Finance Director is to render an investment report to the City Council, City Treasurer, City Manager, and the City Attorney. The July 2021 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 July 2021.

**D. BUDGET UPDATE – FISCAL YEAR 2020-21 AND FISCAL YEAR 2021-22**

This report provides a budget update for the City's General Fund and Mission Playhouse for fiscal years 2020-21 and 2021-22.

Recommended Action:

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

**E. ADOPTION OF RESOLUTIONS NO. 21-35 AND 21-36 SETTING THE RATE AND AMOUNT NECESSARY FOR THE 2021-22 FISCAL YEAR RETIREMENT LEVY**

The City's retirement costs are funded by a special property tax levy authorized by the voters in 1948. The special property tax levy approved by the voters requires the City Council to annually establish a tax rate sufficient to meet the City's obligations to the state employees' retirement system. No change in the tax rate is recommended for the 2021-22 fiscal year and the City Council is asked to confirm the current rate and fix the amount of property taxes to be generated by adopting two resolutions.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 21-35, setting the tax rate at 14 cents per \$100 assessed valuation, and Resolution No. 21-36, fixing the amount of property taxes to be generated for the City's employees' retirement cost for fiscal year 2021-22.

**F. REQUEST FOR FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH LISA WISE CONSULTING, INCORPORATED (LWC) IN**

## **THE AMOUNT OF \$13,705 FOR ADDITIONAL WORK INVOLVED WITH PREPERATION OF THE HOUSING ELEMENT UPDATE**

The Community Development Department is requesting a First Amendment to an existing professional services agreement with Lisa Wise Consulting, Incorporated (LWC) for preparation of Housing Element Update and related housing programs. In late April, the State Department of Housing and Community Development (HCD) issued new guidelines for the suitable analyses for affirmatively furthering fair housing (AFFH) as a requirement for certification of housing elements in the 6th Cycle. For this reason, a First Amendment to the Professional Services Agreement with LWC is required in the amount of \$13,705 to allow for this additional required analyses.

### Recommended Action:

Staff recommends that the City Council:

1. Approve the First Amendment to the Professional Services Agreement with Lisa Wise Consulting, Incorporated (LWC) for an expanded scope of services in the existing Agreement for completion of the Housing Element Update Affirmatively Furthering Fair Housing Appendix; and
2. Authorize the City Manager to execute the amendment.

## **G. ADOPTION AT SECOND READING OF ORDINANCE NO. 674 AMENDING CHAPTER 92 OF THE SAN GABRIEL MUNICIPAL CODE TO INCLUDE VOLUNTARY CAT LICENSING - ADOPTION**

Ordinance No. 674 was approved at introduction by a 5-0 vote of the City Council at the July 20, 2021 City Council meeting. If adopted, this Ordinance will introduce a voluntary cat licensing option to the community, which helps to support animal care and control and assist in reuniting cats with their owners. Cat licensing and services can be expanded in the future, which can potentially address our community's cat intake numbers. If adopted, the Ordinance would become effective 30 days after adoption.

### Recommended Action:

Staff recommends that the City Council waive reading and adopt Ordinance No. 674 entitled, "Amending Chapter 92 of the San Gabriel Municipal Code to Include Voluntary Cat Licensing."

**H. PURCHASE OF 80 SEWER MAINTENANCE HOLE FRAMES AND COVERS FROM SOUTH BAY FOUNDRY, INCORPORATED AT A COST OF \$30,922.80**

Under a provision of the March 2016 Sewer Consent Judgement with Los Angeles Regional Water Quality Control Board (Regional Board), San Gabriel is required to assess and identify issues in the sanitary sewer system needing repair or maintenance. City staff has evaluated the maintenance hole frames and covers in and around the '2021 Pavement Rehabilitation Project' area and determined that approximately 80 are in need of replacement. The cost of 80 maintenance hole frame and covers from South Bay Foundry, Incorporated is \$30,922.80.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to approve a Purchase Order with South Bay Foundry, Incorporated in an amount not to exceed \$30,922.80.

**5. PUBLIC HEARING**

**A. PLANNING CASE NOS: GPA20-001 (GENERAL PLAN AMENDMENT), ZC20-001 (ZONE CHANGE/SPECIFIC PLAN AMENDMENT), AND TMAP20-017 (TENTATIVE PARCEL MAP)  
APPLICANT: LANDWIN HOSPITALITY LIMITED LIABILITY COMPANY  
SUBJECT PROPERTY: PORTIONS OF 225 WEST VALLEY BOULEVARD, 150 HOVEY AVENUE, 152 HOVEY AVENUE, 1533 MANLEY DRIVE, AND 1535 MANLEY DRIVE**

The proposed project is to reconfigure property boundaries of five parcels for the purpose of expanding an existing parking lot at the Hilton Los Angeles/San Gabriel Hotel. The project will require General Plan Amendment and Zone Change applications to change land-use designations to allow the parking lot use. The Tentative Parcel Map application is to reconfigure the five parcels.

Recommended Action:

The action of the City Council may be to approve, approve with modifications, or deny the General Plan Amendment, Zone Change/Specific Plan Amendment, and Tentative Parcel Map applications. Staff recommends that the City Council conduct the public hearing and:

1. Adopt Resolution No. 21-34 approving Planning Case No. GPA20-001, amending General Plan Land-Use Map from Low-Density Residential to Commercial Specific Plan for properties located at 150 Hovey Avenue and 152 Hovey Avenue, and approving Planning Case No. TMAP20-017, reconfiguring the parcel boundaries for 225 West Valley Boulevard, 150 Hovey Avenue, 152 Hovey Avenue, 1533 Manley Drive, and 1535 Manley Drive;
2. Waive full reading and introduce the attached Ordinance No. 676 by title only, and waive future reading; and
3. Schedule the Second Reading and adoption of the Ordinance for the next regular City Council meeting. The Second Reading will require a majority vote of the total membership of the Council.

Should the City Council determine the proposed project or any part of the proposed project be denied, the motion should be revised accordingly.

**6. CONTINUED BUSINESS** – None.

**7. NEW BUSINESS**

**A. CONSIDERATION OF A REQUEST BY THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION AND THE HUMAN EQUITY, ACCESS AND RELATIONS COMMISSION TO CREATE A LAND ACKNOWLEDGEMENT STATEMENT**

The Historic Preservation and Cultural Resources Commission (HPCRC) and the Human Equity, Access and Relations (HEAR) Commission have both discussed separately the development of a land acknowledgement statement. This report provides general information about a land acknowledgement statement. A Land Acknowledgement Statement is a formal statement that recognizes and respects the indigenous peoples as traditional stewards of this land, and recognizes the enduring relationship that exists between indigenous people and their traditional lands.

Recommended Action:

Staff recommends that the City Council approve the formation of a Land Acknowledgement Statement Advisory Committee, allowing each commission to appoint their two representatives, to meet with the local tribal groups and develop the proposed statement.

**B. ORDINANCE NO. 677 – CHANGING THE DATE OF THE CITY’S GENERAL MUNICIPAL ELECTION TO COMPLY WITH NEW STATE OF CALIFORNIA LEGISLATION – INTRODUCTION, AND RESOLUTION NO. 21-39 APPROPRIATING FUNDS FOR NOTICING REQUIREMENTS**

Following the passage of Senate Bill 970 (SB 970), it is necessary to change the date of the City of San Gabriel’s general municipal elections. The City Council will consider two options for changing the City’s current election cycle and the adoption of an ordinance changing the date of the City’s general municipal elections from March of Even-Numbered Years to either the Statewide Primary Election cycle or the Statewide General Election cycle beginning in 2022. The proposed ordinance will also adjust terms of office for elected officeholders. In addition, funds must be appropriated for noticing to registered voters in the City.

Recommended Action:

Staff recommends that the City Council consider the change to the City’s general municipal election and select one of the two options as presented below:

1. Option One: Introduce for first reading by title only and waive full reading of Ordinance No. 677 (Version A), an Ordinance of the City Council of the City of San Gabriel, California, Changing the Date of the City’s General Municipal Election from March of Each Even-Numbered Year to the Date of the Statewide Primary Election of Each Even-Numbered Year Beginning in 2022, Adjusting Terms of Office and Repealing Ordinance No. 640-C.S.; and adopt Resolution No. 21-39 appropriating funds for legal-noticing requirements.
2. Option Two: Introduce for first reading by title only and waive full reading of Ordinance No. 677 (Version B), an Ordinance of the City Council of the City of San Gabriel, California, Changing the Date of the City’s General Municipal Elections from March of Each Even-Numbered Year to the Date of the Statewide General Election of Each Even-Numbered Year Beginning in 2022, Adjusting Terms of Office and Repealing Ordinance No. 640-C.S.; and adopt Resolution No. 21-39 appropriating funds for legal-noticing requirements.

**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

### A. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE § 54956.8)

Property: 257 South Mission Drive and 320 South Mission Drive  
(Parking Lot) San Gabriel, CA  
APN: 5346-026-913 and 5362-008-903

City Negotiator: Mark Lazzaretto, City Manager

Negotiating Party: Grapevine Development

Under Negotiation: Price and terms of payment

## 12. ADJOURNMENT

The next regular City Council meeting will be held on Tuesday, September 7, 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.

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.