

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

**Tuesday, September 5, 2017 - 7:30 P.M.**

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

Juli Costanzo  
Mayor

John R. Harrington  
Vice Mayor

Chin Ho Liao  
Council Member

Denise Menchaca  
Council Member

Jason Pu  
Council Member



Steven A. Preston  
City Manager

Robert L. Kress  
City Attorney

Julie Nguyen  
City Clerk

Kevin B. Sawkins  
City Treasurer

**Materials Available for Inspection.** The City Clerk's Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. You may also 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, are available for public inspection at the meeting or in the City Clerk's Department, located at City Hall, 425 South Mission Drive, San Gabriel, California, during regular office hours, Monday through Friday 8:00 a.m. to 5:00 p.m. except for Tuesdays until 6:30 p.m.

**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 (626) 308-2816 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 in person or by telephone at (626) 308-2816 during regular office hours.

**NOTE: CITY HALL IS AN ACCESSIBLE FACILITY PER THE AMERICANS WITH DISABILITIES ACT.** 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's Department at (626) 308-2816 at least 48 hours before the meeting, if possible.

**City Council Meeting Agenda**  
**Tuesday, September 5, 2017**

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

**1. PRESENTATIONS**

**A. RECOGNITION OF OUTGOING CHAMBER OF COMMERCE BOARD MEMBERS**

Presentation will be made by Chamber of Commerce Director Sandy Rosco.

**B. SWEARING IN OF POLICE OFFICER CHRISTOPHER HERNANDEZ**

Presentation will be made by Chief of Police Eugene Harris.

**C. INTRODUCTION OF BUILDING INSPECTOR SEROB 'SERJ' VARDANYAN**

Presentation will be made by Community Development Director Armine Chaparyan.

**D. INTRODUCTION OF ASSOCIATE PLANNER GABE DIAZ**

Presentation will be made by Community Development Director Armine Chaparyan.

**E. INTRODUCTION OF PRODUCTION SUPERVISOR JOHN HOLDER**

Presentation will be made by Mission Playhouse Director Anna Cross.

**2. PUBLIC COMMENT**

This is the time set aside for members of the public to address the City Council on items of interest that are not on the Agenda, but are within the subject matter jurisdiction of the San Gabriel City Council. Pursuant to the Brown Act, the City Council cannot answer any questions or take any action until such time as the matter may appear as an item on a future agenda.

If you wish to address the City Council, please complete a speaker's request card and hand it to the Assistant City Clerk before the start of the meeting. When speaking, please state your NAME for the record.

### 3. 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. MINUTES OF THE REGULAR COUNCIL MEETING OF AUGUST 15, 2017

The minutes are a record of the official actions taken at the City Council meeting.

Recommended Action: Approval

#### B. MINUTES OF THE ADJOURNED COUNCIL MEETING OF AUGUST 21, 2017

The minutes are a record of the official actions taken at the City Council meeting.

Recommended Action: Approval

#### C. MINUTES OF THE ADJOURNED COUNCIL MEETING OF AUGUST 22, 2017

The minutes are a record of the official actions taken at the City Council meeting.

Recommended Action: Approval

#### D. MATERIAL DEMANDS

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

Recommended Action: Approval

#### E. THEATER RENTAL FEE WAIVER REQUEST: SOUTHERN CALIFORNIA TEO-CHEW ASSOCIATION

The Southern California Teo-Chew Association (SCYCA) has approached the City of San Gabriel with a request for waiver of the theater rental fee for their upcoming free performances. The request meets the City's existing guidelines for fee waivers. The request is for a fee waiver of the San Gabriel Mission Playhouse theater rental fees for their September 22, 23, 24, 2017 free event.

Recommended Action: Staff recommends that the City Council approve SCTCA's request to waive the theater rental fee of \$4,400.00 for the rehearsal and performances for the upcoming free admission community performances on September 23 & 24, 2017.

#### **F. BANNER REQUEST – LA CASA DE SAN GABRIEL COMMUNITY CENTER**

The City has received a banner request from a non-profit organization for La Casa de San Gabriel Community Center. This organization provides services for early childhood education, along with health and wellness for the community. La Casa will host its annual fundraising dinner at the San Gabriel Hilton Hotel and has requested a street banner to be displayed at the intersection of Las Tunas and Del Mar from September 12, 2017 to October 12, 2017.

Recommended Action: Staff Recommends that the City Council approve the request subject to compliance with Section 153.334 (A) of the Municipal Code and the street banner conditions as listed on Page 2 of the street banner application form.

#### **G. UPDATE OF THE CITY OF SAN GABRIEL SALARY MATRIX**

The City Council is requested to authorize the update to the City of San Gabriel Salary Matrix to reflect the previously authorized salary increase for the City Manager.

Recommended Action: Staff recommends that the City Council approve the attached updated City of San Gabriel Salary Matrix reflecting the change in the City Manager's salary effective January 7, 2017.

#### **H. APPROVAL OF CITY MANAGER SEARCH FIRM AGREEMENT**

The City Manager, Steven A. Preston announced his decision to retire effective January 5, 2018. Cities often utilize the services of a professional consulting firm to conduct recruitments for Executive Management vacancies as they are often able to reach out to candidate that might not otherwise be seeking other employment. The City of San Gabriel solicited a Request for Proposals in July 2017 to seven (7) firms, two (2) firms submitted proposals. The City Council Subcommittee (Council Member Jason Pu and Vice Mayor Harrington) reviewed proposals and recommended Council to interview Bob Murray & Associates.

Recommended Action: Staff recommends that the City Council approve the Professional Services Agreement with Bob Murray & Associates.

#### **4. PUBLIC HEARING - NONE**

#### **5. NEW BUSINESS**

##### **A. SELECTIVE TRAFFIC ENFORCEMENT PROGRAM GRANT**

The San Gabriel Police Department has received a grant from the Office of Traffic Safety (OTS) to participate in the Selective Traffic Enforcement Program (STEP) for Federal Fiscal Year 2018. The grant will reimburse the City for personnel overtime costs incurred to participate in this campaign and for the purchase of related equipment and training in the sum of \$110,000.00.

Recommended Action: Staff recommends that the City Council approve the program and expenditure of grant funds outlined in the staff report, increase the Estimated Revenue Budget Account 147-3229 by \$110,000.00 to reflect receipt of the grant funds, and increase the Police Department Expenditure Budget by \$110,000.00, Account 147-751-00, which will be used for overtime costs and purchase of related equipment.

##### **B. PROFESSIONAL SERVICES AGREEMENT WITH JOHN L. HUNTER ASSOCIATES, INC. FOR STORMWATER MANAGEMENT SERVICES**

The City is required to discharge stormwater through its storm drain system that is free from all pollutants except as allowed by the regulatory requirements of the State and Regional Water Quality Control Boards. The efforts and complexities to comply with the MS4 permit are growing in scope and the risks of non-compliance are also becoming greater. John L. Hunter and Associates, Inc. has considerable experience in Municipal National Pollutant Discharge Elimination System Permit compliance programs, currently providing services to 37 cities in Southern California.

Recommended Action: Staff recommends that the City Council to authorize the City Manager to execute a Professional Services Agreement with John L. Hunter and Associates for certain Stormwater Management Services and approve a purchase order in the amount not to exceed \$50,565.00.

#### **6. CITY MANAGER ITEMS**

## **7. 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.

## **8. ADJOURN COUNCIL MEETING**

The City Council will adjourn the City Council Meeting to Tuesday, September 19, 2017 at 5:30 p.m. for a Meet and Confer Closed Session in Conference Room A at City Hall, 425 South Mission Drive, San Gabriel, California.

The next regular City Council meeting will be held on Tuesday, September 19, 2017 at 7:30 p.m. in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California. 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).