

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

**Tuesday, October 20, 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, October 20, 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. 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 Regular Meeting of October 6, 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 – SEPTEMBER 2020**

This is the presentation of City investments for the month of September 2020.

Recommended Action:

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

**D. PHONE SERVICES PROVIDER SELECTION**

The City Council has approved up to \$50,000 in funding from the 2020 Cares Act in an effort to upgrade the current phone system to today's technology and greatly reduce expenditures and investment into the current antiquated phone system. An updated system will allow the City to better serve the public and internal workflow.

Recommended Action:

Staff recommends that the City Council approve Ring Central as the City's phone service provider and authorize the City Manager to execute the agreement with Ring Central for phone services.

**E. ADOPTION OF RESOLUTION NO. 20-54 REVISING PAY SCHEDULES FOR THE PERIOD OF JULY 1, 2017 THROUGH AUGUST 31, 2019**

In November 2019, CalPERS conducted an audit of the City's authorized pay schedules for the period covering July 1, 2017 through August 31, 2019. The audit made four (4) non-material findings concerning the pay ranges listed in the Memoranda of Understandings (MOUs) in effect for Firefighters' Association (FFA), Fire Management Group (FMG), Police Officers' Association (POA), and Police Management Group (PMG) from July 1, 2017 through August 31, 2019. Resolution No. 20-54 amends the pay ranges listed in the MOUs in effect for FFA, FMG, POA, and PMG from July 1, 2017 through August 31, 2019 to clearly state and match the time base listed on the authorized pay schedules publicized during the same period.

Recommended Action:

Staff recommends that the City Council approve Resolution No. 20-54 amending the pay ranges listed in the MOUs for FFA, FMG, POA, and PMG in effect from July 1, 2017 through August 31, 2019 to address the findings made by the audit and bring the City's authorized pay schedules into compliance with Public Employees' Retirement Law and Public Employees' Pension Reform Act.

**F. APPROVAL OF THE MEMORANDA OF UNDERSTANDING FOR A WORKERS' COMPENSATION ALTERNATIVE DISPUTE RESOLUTION WITH THE POLICE OFFICERS' ASSOCIATION AND POLICE MANAGEMENT GROUP**

**Supplemental Information (Amended 10/20/2020)**

In November 2019, the Police Officers' Association (POA) and Police Management Group (PMG) approached the City and requested consideration of a Workers' Compensation Alternative Dispute Resolution (ADR) for claims made by the City's sworn police personnel. ADRs provide a more expeditious review, treatment and dispute process for workers' compensation claims. The City has come to an agreement on Memoranda of Understanding (MOUs) for Workers' Compensation ADRs with the POA and PMG. If approved by Council, the ADRs will be effective upon the date the Administrative Director for the California Department of Industrial Relations files the agreements.

**Recommended Action:**

Staff recommends that City Council approve the attached Workers' Compensation Alternative Dispute Resolution Memoranda of Understandings and authorize the Mayor to execute said agreements.

**G. 2018 STATE HOMELAND SECURITY GRANT PROGRAM – RADIO PURCHASE**

The San Gabriel Police Department (SGPD) was awarded a grant from the 2018 State Homeland Security Program (SHSP) in the amount of \$70,199. The department is seeking to utilize this funding towards the purchase of 13 new Motorola APX 8000 portable handheld radios to enhance communications at SGPD and interoperability with other police agencies within the Los Angeles County region. This purchase will be offsetting the total cost of the radio communications project that will be presented to the City Council in the near future. If this grant funding is not used specifically for the purchase of portable handheld radios, the funds will be reallocated for radio communication purchased by other local agencies in need.

**Recommended Action:**

Staff recommends that City Council:

1. Waive formal bidding to purchase the items from Motorola Solutions pursuant to Municipal Code §34.34;
2. Authorize the Police Chief to accept the 2018 SHSP grant and authorize the purchase of the Motorola equipment using the allocated SHSP grant funding;
3. Approve to increase estimated revenue (account 186-3215) and appropriation (transfers out) in 'Other Grants' Fund by \$70,199; and increase estimated revenue (transfers in) and appropriation in Capital/Special Projects Funds (account 124-751-57-99-380) by \$70,199; and
4. Adopt Resolution No. 20-51 accepting the Grant and terms thereof, and amending the Fiscal Year 2020-21 Operating Budget accordingly.

#### **H. SECOND READING AND ADOPTION OF ORDINANCE NO. 670 ESTABLISHING HUMAN EQUITY, ACCESS AND RELATIONS (HEAR) COMMISSION AND CODIFYING THE SAME UNDER CHAPTER 33 (COMMISSIONS) OF TITLE III (ADMINISTRATION) OF THE SAN GABRIEL MUNICIPAL CODE**

Ordinance No. 670 was introduced on October 6, 2020, by a 4-1 vote. Adoption of this Ordinance would establish a Human Equity, Access and Relations (HEAR) Commission and codify the same under Chapter 33 (COMMISSIONS) of TITLE III (ADMINISTRATION) of the San Gabriel Municipal Code.

#### Recommended Action:

Staff recommends that City Council waive reading and adopt Ordinance No. 670 entitled Human Equity, Access and Relations (HEAR) Commission.

#### **I. ADOPTION OF A RESOLUTION APPROVING A PROPOSITION 68 – ROUND 4 GRANT APPLICATION AND ADOPTION OF A RESOLUTION TO AMEND THE 2020-21 OPERATING BUDGET**

The City of San Gabriel has the opportunity to apply for grant funds through Statewide Park Development and Community Revitalization Program-Round 4, funded through Proposition 68. With this final round of funding, the state will award over \$395 million in competitive grants for the creation of new and renovated parks and recreation opportunities in proximity to the most critically-underserved communities across California. The City intends to apply for Statewide Park Program funding for the renovation of Smith Park

and Smith Park Pool. Staff requests approval of the attached Resolution No. 20-55 approving the City's application for the funding. Additionally, staff requests approval of Resolution No. 20-66 amending the Fiscal Year 2020-21 Operating Budget by appropriating Park Development Impact Fees in an amount not to exceed \$22,700 to account #124-850-40-96-814.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 20-55 approving the City's application for grant funds through the Proposition 68 Statewide Park Development and Community Revitalization Program; and
2. Adopt Resolution No. 20-66 appropriating \$22,700 from Development Impact Fees into account 124-850-40-96-814 for the grant expenses.

**5. PUBLIC HEARING** – None.

**6. NEW BUSINESS**

**A. MONTHLY BUDGET UPDATE**

The City Council unanimously passed the budget for Fiscal Year 2020-2021 on June 23, 2020. However, due to the staggering economic impacts of COVID-19, the City Council requested that staff conduct a monthly update at the regularly-scheduled second meeting of the month. This standing item would be for the purposes of bringing any major changes or developments to the City Council.

Recommended Action:

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

**B. SIXTH CYCLE REGIONAL HOUSING NEEDS ASSESSMENT (RHNA) FOR THE 2021-2029 PLANNING PERIOD**

Pursuant to Government Code §65584.05, any local jurisdiction within the Southern California Association of Governments ("SCAG") region may file an appeal to modify its allocated share or another jurisdiction's share of the regional housing need included as part of SCAG's Draft Regional Housing Needs Assessment (RHNA) Allocation Plan ("Draft RHNA Plan"). The California Department of Housing and Community Development ("HCD") may also file

an appeal to one or more jurisdiction's draft RHNA allocation. No appeal will be allowed relating to post-appeal reallocation adjustments made by SCAG.

Recommended Action:

Staff recommends that the City Council review and discuss the information contained in this staff report and provide comments and further direction to staff.

**C. FILM-FRIENDLY CITY: LOS ANGELES COUNTY ECONOMIC DEVELOPMENT CORPORATION'S FILM-FRIENDLINESS INITIATIVE AND TEMPORARY FILM FEE SCHEDULE**

Being a film-friendly city has great advantages for a community: it stimulates local economic activity and contributes to job creation. The staff report identifies opportunities for the City of San Gabriel to support filming opportunities under the Los Angeles County Economic Development Corporation's (LAEDC) Film-Friendliness Initiative, and offer temporarily-reduced fees for film production during COVID-19 under the 10 Point Plan for Recovery, Resiliency, and Reinvestment.

Recommended Action:

Staff recommends that the City Council take following actions:

1. Support Film-Friendliness Initiative of the Los Angeles County Economic Development Corporation (LAEDC); and
2. Adopt Resolution No. 20-57 approving Temporary Film Fee Schedule as a part of the Economic Development 10-Point Plan.

**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, November 17, 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.*