

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

**Tuesday, June 1, 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 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, 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, Continued Business, 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**

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[City Council Meeting Videos](#)

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

**City Council Meeting Agenda**  
**Tuesday, June 1, 2021**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATION**

**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 Special Meeting of May 18, 2021.](#)
2. [Minutes of the City Council Regular Meeting of May 18, 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:

Approve Material Demands as presented.

**C. ADOPTION OF RESOLUTION NO. 21-26 APPROVING AN APPROPRIATION OF \$65,000 TO FUND A FIBER OPTIC COMMUNICATIONS CONDUIT PROJECT ON LAS TUNAS DRIVE**

The Public Works Department is responsible for the maintenance of all the City's streets and associated infrastructure including traffic signals. This work will extend the fiber optic network of the Measure R-funded fiber connectivity project already approved along Valley Boulevard and San Gabriel Boulevard, to include Las Tunas Drive from San Gabriel Boulevard to the western city limit.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 21-26 approving the re-appropriation of \$65,000 from the Del Mar bridge and Street Widening Capital Improvement Project account #122-800-50-97-650 for the purchase of the PVC pipe and accessories; and
2. Approve the purchase of PVC pipe and accessories from Cal-Duct Incorporated in the amount of \$60,402.96.

**D. ACCEPTANCE OF FINAL PARCEL MAP NO. 74474 (1315 PALM AVENUE) PLANNING CASE NO. PL-16-111**

The development, located at 1315 Palm Avenue, is a four-unit condominium development on a 17,529 square foot lot. Staff and the City's contract consultant for land surveying, RKA Consulting Group, Incorporated, have reviewed the Final Parcel 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 Parcel Map No. 74474 and authorize filing with the Los Angeles County Recorder.

**E. ACCEPTANCE OF FINAL PARCEL MAP NO. 76058 (415 WEST RALPH STREET) PLANNING CASE NO. PL-17-067**

The development, located at 415 West Ralph Street, is a two-unit condominium development on a 9,804 square foot lot. Staff and the City's contract consultant for land surveying, RKA Consulting Group, Incorporated, have reviewed the Final Parcel 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 Parcel Map No. 76058 and authorize filing with the Los Angeles County Recorder.

**F. CONTRACT EXTENSION OF PARKING ENFORCEMENT SERVICES WITH INTER-CON SECURITY SYSTEMS INCORPORATED IN THE AMOUNT OF \$275,864 ANNUALLY**

The City of San Gabriel is a densely-populated and heavily-visited community. There is multiple areas with various zoning components that are experiencing increased traffic congestion and parking complaints. Additionally, the City hosts a large number of visitors who patronize various commercial areas, creating the need for focused parking enforcement activities to maintain traffic flow, traffic safety, and parking rotations, while balancing the quality of life for residents. The agreement provides private parking enforcement officer(s) during stipulated hours for parking enforcement activities and they issue an average of approximately 1300 citations per month for various parking violations.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to exercise the option of extending the current contract for two additional years with Inter-Con Security Systems Incorporated for parking enforcement services and execute the contract amendment on behalf of the City.

## **G. ACCEPTANCE OF ASSISTANCE TO FIREFIGHTERS GRANT – 2020 COVID-19 SUPPLEMENTAL**

The City of San Gabriel has been awarded \$11,047.05 for the San Gabriel Fire Department from the Assistance to Firefighters Supplemental (AFG-S) 2020 COVID-19 Grant Program administered by the Federal Emergency Management Agency (FEMA). The City of San Gabriel is required to provide a 10% match and will purchase half-mask respiratory protective equipment with the funding from this grant.

### Recommended Action:

Staff recommends that the City Council adopt Resolution No. 21-25 approving the following:

1. Increase account #186-3212 by \$11,047.05 (revenue account);
2. Increase the Fire Department budget by \$11,047.05 in account #124-761-57-99-390; and
3. Authorize the City Manager or his designee, the Fire Chief, to accept the Assistance to Firefighters Supplemental (AFG-S) grant and purchase the items under the City's purchasing policy.

## **H. APPROVE AGREEMENT WITH SAN GABRIEL VALLEY HUMANE SOCIETY (SGVHS) IN THE AMOUNT OF \$255,000 FOR ANIMAL CARE AND CONTROL SERVICES FOR FISCAL YEAR 2021-22**

At the direction of the City Council, staff has researched alternatives for provision of animal care and control services to manage increased service costs. The San Gabriel Valley Humane Society (SGVHS) has provided Animal Care and Control services to the City for many decades. Staff has researched alternatives and has determined that the SGVHS proposal is the most viable and cost-effective option. Staff seeks Council's approval on an agreement with SGVHS for Animal Care and Control Services for the 2021-22 fiscal year with an option to extend for one year.

### Recommended Action:

Staff recommends that the City Council authorize the City Manager to execute a contract with San Gabriel Valley Humane Society for a full-service model for the 2021-2022 Fiscal Year with an option to extend for one additional year.

**I. PROFESSIONAL SERVICES AGREEMENT WITH WILLIAM HEZMALHALCH ARCHITECTS FOR ARCHITECTURAL, URBAN DESIGN, AND HISTORIC PRESERVATION PROFESSIONAL SERVICES**

On January 4, 2021, the City of San Gabriel issued a Request for Proposals (RFP No. 21-01) for a qualified firm to provide architectural, urban design, and historic preservation professional services. The City received six proposals and William Hezmalhalch Architects best met the criteria outlined in the RFP. A not-to-exceed in the amount of \$40,000 yearly for a three-year period, inclusive of all costs and services through June 1, 2024 has been recommended.

Recommended Action:

Staff recommends that the City Council approve the Professional Services Agreement with William Hezmalhalch Architects and authorize the City Manager to execute said agreement and issue a purchase order in the amount of \$40,000.

**J. ADOPTION OF RESOLUTION NO. 21-24 TO ACCEPT DONATION IN THE AMOUNT OF \$2,000 FROM ATHENS SERVICES AND INCREASE BUDGET BY \$9,200 FOR KABOOM! PLAYGROUND BUILD AT ROOSEVELT PARK**

In November 2019, the Community Services Department submitted a KABOOM! Grant application for a new playground at Roosevelt Park. In September 2020, the City Council approved the Letter of Intent with KABOOM!, Incorporated so that the City's project would be included on a list of "shovel-ready" projects. Later that month, KABOOM! confirmed that the City had an interested funding partner, Blue Shield of California. In December 2020, installation of the new Roosevelt Park playground began.

During the brief preparation time for the playground, staff worked to bring in a sponsor to help fund the project. Athens Services was supportive and contributed financially to this project. The cost to the City for the new playground is \$9,200.00.

Recommended Action:

Staff recommends approval of the following:

1. Accept the donation totaling \$2,000 and increase account #121-850-10-21-000 by that same amount; and

2. Adopt Resolution No. 21-24 to increase appropriations from the General Fund by \$2,000 and Park Impact Fee Fund by \$7,200 for a total budget increase of \$9,200 for the playground equipment at Roosevelt Park.

## 5. PUBLIC HEARING

### A. ADOPTION OF PROPOSED OPERATING BUDGET, CAPITAL IMPROVEMENT PROGRAM, FEE SCHEDULE AND APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22 AND FIRST READING OF ORDINANCE NO. 672 INSTITUTING A CANDIDATE FILING FEE FOR CANDIDATES FOR ELECTIVE OFFICE AND ORDINANCE NO. 673 AMENDING CHAPTER 9 OF THE SAN GABRIEL MUNICIPAL CODE RELATING TO ALARM PERMITS

Select the links below to access the staff report and attachments.

<a href="#">Staff Report</a>	<a href="#">City Council</a>	<a href="#">Fire</a>
<a href="#">Budget Message</a>	<a href="#">Administration</a>	<a href="#">Community Development</a>
<a href="#">Budget Summaries</a>	<a href="#">City Clerk</a>	<a href="#">Public Works</a>
<a href="#">Operating Budgets</a>	<a href="#">City Attorney</a>	<a href="#">Community Services</a>
	<a href="#">Finance</a>	<a href="#">Capital Improvement Program</a>
	<a href="#">Human Resources</a>	<a href="#">Appropriations Limit</a>
	<a href="#">Non-Departmental</a>	<a href="#">Fee Schedule</a>
	<a href="#">Police</a>	

The City Council will hold a Public Hearing to consider adoption of the Proposed Operating Budget, Capital Improvement Plan (CIP), Appropriations Limit and Fee Schedule for Fiscal Year 2021-22. The operating budget is balanced, with revenues totaling \$81,196,446 and expenditures totaling \$67,261,477. The General Fund is also balanced, with \$48,191,860 in revenues and \$43,876,659 in expenditures. The CIP totals \$21,396,700, for 27 projects, utilizing a combination of new revenues and existing fund balances. The Appropriations Limit is calculated at \$46,355,277. The Proposed Fee Schedule requires amendments to the San Gabriel Municipal Code, which are proposed in Ordinance Nos. 672 and 673, which will be introduced for first reading.

#### Recommended Action:

Staff recommends that the City Council conduct a public hearing on the Proposed 2021-22 Operating and Capital Improvement Program Budgets, Fee Schedule and related Ordinances, and Appropriations Limit, and after receiving comments and testimony adopt the following resolutions:

Resolution No. 21-22 adopting the City of San Gabriel Fiscal Year 2021-22 Operating Budget

Resolution No. 21-23 approving the City of San Gabriel 2020-21 to 2024-25 Five-Year Capital Improvement Program and adopting the 2021-22 Capital Improvement Program Budget

Resolution No. 21-20 establishing the City of San Gabriel's appropriation limit for the Fiscal Year 2021-22

Resolution No. 21-21 adopting the Fee Schedule for Fiscal Year 2021-22

It is further recommended that the City Council introduce the following Ordinances for first reading by title only:

Ordinance No. 672 entitled "An Ordinance of the City Council of the City of San Gabriel, California, Instituting a Candidate Filing Fee for Candidates for Elective Office"

Ordinance No. 673 entitled "An Ordinance of the City Council of the City of San Gabriel, California, Amending Chapter 91 of the San Gabriel Municipal Code Relating to Alarm Permits"

## **6. CONTINUED BUSINESS**

### **A. CONSIDERATION OF RESOLUTION NO. 21-19 EXPRESSING A VOTE OF NO CONFIDENCE IN LOS ANGELES COUNTY DISTRICT ATTORNEY GEORGE GASCÓN FOR HIS ATTEMPT TO UNDERMINE LEGISLATION AND THE BALLOT INITIATIVE PROCESS AND PLACE THE SAFETY OF THE GENERAL PUBLIC AT RISK**

At the May 4, 2021 regular City Council meeting, the City Council requested an item to discuss a resolution adopting a Vote of No Confidence in Los Angeles County District Attorney George Gascón be placed on a future regular City Council meeting. The item was considered at the May 18, 2021 City Council meeting but technological issues with the City's streaming service required the meeting to be adjourned before discussion on the item was complete.

Recommended Action:



Staff recommends that the City Council discuss the attached Resolution No. 21-19 and consider adopting it. Alternatively, the City Council could choose to modify the language, or to take no action at all on the item.

## **7. NEW BUSINESS**

### **A. INTRODUCTION AND FIRST READING OF ORDINANCE NO. 674 AMENDING CHAPTER 92 OF THE SAN GABRIEL MUNICIPAL CODE TO INCLUDE VOLUNTARY CAT LICENSING**

At the April 20, 2021 City Council Regular Meeting, City Council directed staff to return with an ordinance for voluntary cat licensing as an additional service to residents to be administered through the San Gabriel Valley Humane Society (SGVHS). Currently, the City of San Gabriel does not provide a cat licensing service option. Adoption of this Ordinance would add voluntary cat licensing to help support animal care and control in the community and facilitate reuniting cats with their owners.

#### Recommended Action:

Staff recommends that the City Council introduce for first reading by title only Ordinance No. 674 amending Title IX Chapter 92 of the San Gabriel Municipal Code establishing voluntary cat licensing.

## **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 – None.**

## **12. ADJOURNMENT**

The next regular City Council meeting will be held on Tuesday, June 15, 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.

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**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.*