

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

Tuesday, July 6, 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 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

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[City Council Meeting Videos](#)

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

City Council Meeting Agenda
Tuesday, July 6, 2021

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATION

A. SAN GABRIEL VALLEY REGIONAL HOUSING TRUST PRESENTATION BY BOARD CHAIR, CLAREMONT VICE MAYOR JED LEANO

B. PROCLAMATION FOR PARKS MAKE LIFE BETTER MONTH

C. 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 June 15, 2021.](#)
2. [Minutes of the City Council Regular Meeting of June 15, 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. APPROVAL OF A WIRELESS COMMUNICATIONS USE AND ACCESS AGREEMENT WITH INTERAGENCY COMMUNICATIONS INTEROPERABILITY (ICI) SYSTEMS JOINT POWERS AUTHORITY IN THE AMOUNT OF \$43,176

The San Gabriel Police Department recently upgraded its radio communication system. The radio system connects our first responders with dispatchers who relay information gathered from our community. The final phase of this project is to subscribe to regional interoperability system to access countywide radio coverage. Motorola subcontractors are currently installing our recently-purchased radio communications system, which should be fully operational by July 2021.

Recommended Action:

Staff recommends that the City Council approve the Interagency Communications Interoperability System agreement and authorize the City Manager to execute all necessary documents.

D. ACQUISITION OF RIGHT-OF-WAY FOR THE BROADWAY AT WALNUT GROVE INTERSECTION IMPROVEMENT PROJECT (CIP NO. 1-08-11)

The project consists of intersection widening, traffic signal upgrades, sidewalk and parkway improvements, and pavement reconstruction in the intersection and approaches. This intersection is identified as a poor-performing intersection in the General Plan, and its proximity to three schools adds significant traffic and pedestrian volumes during peak weekday periods. The project will improve the level of service, traffic flow and safety. The project is anticipated to be constructed during the summer of 2022 to mitigate the impact to traffic while schools are on summer vacation.

Recommended Action:

Staff recommends that the City Council:

1. Approve the Right-of-Way Temporary Construction Easement Agreements and Permanent Acquisition Agreements and Easement Deeds for eight properties detailed in Table 1 and Attachments A-H.
2. Authorize the City Manager to execute the Right-of-Way Temporary Construction Easement Agreements and Permanent Acquisition Agreements and Easement Deeds for eight properties on behalf of the City in Attachments A-H.

3. Authorize payment to the three property owners with the Temporary Construction Easement-only agreements for the just compensation as indicated in the agreements in Attachment A-C.
4. Authorize staff to open Escrow for the other five properties, deposit funds into the escrow accounts, and pay acquisition costs for the acquisition of the right-of-ways for the project as indicated in the agreements in Attachments D-H.
5. Authorize a contingency amount of \$30,086 (10%) to pay for the standard escrow and title fees.

E. ADOPT RESOLUTION NO. 21-29 APPROVING AN APPROPRIATION OF \$800,000 TO FUND THE PURCHASE OF 30 TRAFFIC SIGNAL CABINETS AND 30 ETHERNET SWITCHES

Public Works staff will purchase and install 30 new traffic signal cabinets with Ethernet switches at intersections throughout the City. This will improve traffic signal maintenance operations, enhance driver safety, enable inter-agency coordination, and reduce traffic.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 21-29 approving the appropriation of \$800,000 from the Measure R account 122-800-58-97-761 for the purchase of the traffic signal cabinets and Ethernet switches.
2. Authorize the City Manager to approve a Purchase Order with Western Systems in the amount not to exceed \$678,452.15; and
3. Authorize the City Manager to approve a Purchase Order with NexTech Systems in the amount not to exceed to \$110, 228.94; and
4. Authorize the City Manager or designee to submit appropriate applications for reimbursement to Metro.

F. ATHENS SERVICES RATE ADJUSTMENTS FOR SOLID WASTE

In accordance with the Amended and Restated Agreement dated October 17, 2000, as amended by the Third Amendment to the Amended and Restated Agreement dated January 7, 2014, Athens Services has submitted a rate review for City Council approval to adjust the rates for waste services. This is to be effective on July 1, 2021, based on the percentage change in the Consumer Price Index as defined in Exhibit F to the Agreement from May 2020 to April 2020 of 3.61%.

In addition, pursuant to Section 4 of the Fifth Amendment to Amended and Restated Agreement dated September 1, 2020, the service rates for organic waste services, of commercial and multi-family customers that receive bin service, and roll-off services shall be increased by 7% to the then-existing schedule of rates effective on July 1, 2021, in order to comply with state mandates.

Recommended Action:

Staff recommends that the City Council approve the annual rate adjustments proposed by Athens Services for its services not to exceed the attached rate schedule effective on July 1, 2021.

G. PURCHASE OF FIRE DEPARTMENT STAFF VEHICLE

The San Gabriel Fire Department utilizes a variety of vehicles in its fleet to meet emergency response and administrative responsibilities. The Fire Chief is assigned a vehicle with communications and emergency response equipment to effectively respond to and assume command of large-scale incidents that occur in the city, and to commute to-and-from various meetings and conferences. The vehicle currently assigned is a 2004 Chevrolet Tahoe that has an excess of 215,000 miles and has served as the primary emergency vehicle for the past five Fire Chiefs. The purchase of a 2021 Ford Explorer XLT will replace the 2004 Chevrolet Tahoe for use as a Fire Department Staff Vehicle assigned to the Fire Chief. The purchase price is included in the approved Fiscal Year 2021-2022 budget.

Recommended Action:

Staff recommends that the City Council:

1. Authorize exclusion to formal bidding and approve the Cooperative Purchase Agreement consistent with the piggyback-bidding requirements pursuant to Municipal Code Section 34.35.
2. Authorize the City Manager to approve a Purchase Order to National Auto Fleet Group in an amount not to exceed \$46,936.88 from Special Projects Fund account 124-761-15-99-767.

H. FISCAL YEAR 2021-2022 FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES SUPPLIES AND EQUIPMENT OPEN PURCHASE ORDERS

The San Gabriel Fire Department, in the course of daily operations, maintains a supply of expendable items and durable equipment to fulfill its mission. Open purchase orders are used to keep the Department stocked with personal protective equipment paramedic and firefighting supplies, delivered on an as-needed basis. Vendors, reviewed regularly, are selected through competitive bid, piggyback and cooperative-purchasing agreements.

Recommended Action:

Staff recommends that the City Council authorize the issuance of open purchase orders in the amount of \$45,000 to Life Assist, Incorporated and in the amount of \$55,000 to Municipal Emergency Services. Pursuant to Title III, Section 34.35 of the San Gabriel Municipal Code, the City may piggyback on a contract or cooperative-purchasing agreement prepared by and processed through another local, state, or federal government agency.

I. ORDINANCE NO. 672 INSTITUTING A CANDIDATE FILING FEE FOR CANDIDATES FOR ELECTIVE OFFICE – SECOND READING AND ADOPTION

Adoption of this Ordinance would institute a candidate filing fee of \$25 for candidates for elective office. Ordinance No. 672 was approved at introduction by a 5-0 vote of the City Council at the June 15, 2021, City Council meeting.

Recommended Action:

Staff recommends that the City Council waive second reading and adopt 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."

J. ORDINANCE NO. 673 AMENDING CHAPTER 91 OF THE SAN GABRIEL MUNICIPAL CODE RELATING TO ALARM PERMITS – SECOND READING AND ADOPTION

Adoption of this Ordinance would require residences with public safety alarm systems to obtain an annual permit from the City and pay in the event of a false alarm. Ordinance No. 673 was approved at introduction by a 5-0 vote from the City Council at the June 15, 2021, City Council meeting. At the City Council's recommendation, the amending ordinance has been revised to explicitly clarify that the fee only applies to those alarm systems which are designed or used specifically to evoke a police or fire response and not home security monitoring devices.

Recommended Action:

Staff recommends that the City Council waive second reading and adopt 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."

5. PUBLIC HEARING – None.

6. CONTINUED BUSINESS

A. RECEIVE AND FILE SAN GABRIEL BUSINESS UPDATE AND DISCUSS SPECIFIC PLAN AND PARKING REQUIREMENT CONSIDERATIONS

As follow up to the May 4, 2021 City Council Retail Update item, staff is providing additional requested information, results from a business and property owner engagement effort, and additional information as part of a comprehensive San Gabriel business update. Additionally, staff is seeking direction on considerations for specific plans and parking requirements in an effort to be more business-friendly.

Recommended Action:

Staff recommends that the City Council:

1. Receive and file the update on the San Gabriel business landscape and provide any feedback or direction; and
2. Approve the use of the Economic Development Business Assistance Fund for offsetting the cost of sidewalk-dining permit application fees.

7. NEW BUSINESS

A. COMPREHENSIVE MISSION DISTRICT UPDATE

Creating a thriving economy and environment in the Mission District has been a top priority for many years. To help identify and evaluate opportunities in the District, the City entered into a Professional Services Agreement with AECOM in 2019 to conduct extensive research and analysis to determine the highest and best use of properties in the area as it related to revitalizing the District to a thriving corridor and to prepare the Mission District Comprehensive Economic Analysis. The study provided several recommendations for City for Council's consideration to help stimulate the area and encourage new investment. The information will provide a general update on the status of projects and efforts in the Mission District, as well as the next steps of the Mission District Comprehensive Economic Analysis.

Recommended Action:

Staff recommends that the City Council consider the implementation strategies mentioned in this staff report and in the AECOM analysis, and provide staff with feedback on the City's efforts over the past two years, and direction, if any, on how to proceed moving forward.

B. CREATION OF POLICE DEPARTMENT LEAD DISPATCHER SPECIAL PAY ASSIGNMENT

As part of ongoing efforts to enhance overall operational efficiency and capabilities of the San Gabriel Police Department, staff recently obtained approval from City Council to augment the Communications Bureau with three additional Dispatchers. There is an increasing need for specialized civilian support personnel to augment police operations and enhance overall community safety. This compensated, non-supervisory assignment will serve in an administrative-support capacity to the assigned Dispatch Manager and other staff members within the Police Department. The Lead Dispatcher Special Pay will cost an additional \$3,600 per year paid from the General Fund.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to create a Lead Dispatcher Special Pay Assignment within the Police Department.

C. APPROVAL OF FŪSUS VIDEO/DATA INTEGRATION PURCHASE AND SERVICE AGREEMENT

The City Council will consider a proposal to approve the purchase of “Fūsus” video and data collaboration hardware and software, and to approve the associated service agreement. The approval will allow for the implementation of data-collaboration capabilities that tie together Police, City, and Community video platforms for integrated, real-time video surveillance, capable for viewing from a multitude of devices including handheld and other field apparatus.

Recommended Action:

Staff recommends that the City Council authorize the purchase of the Fūsus hardware and software and authorize the City Manager to enter a three (3) year Service Agreement for implementation of the Fūsus data integration system.

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, July 20, 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.

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.