

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

Tuesday, September 7, 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 and include the following on the subject line of your email: *PUBLIC COMMENT: 09/07/2021 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

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, September 7, 2021

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATION

A. UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT WATER SUPPLY PRESENTATION – TOM LOVE, GENERAL MANAGER AND BOARD DIRECTOR REPRESENTATIVE

B. 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 August 17, 2021.](#)
2. [Minutes of the City Council Regular Meeting of August 17, 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. ORDINANCE NO. 677 – CHANGING THE DATE OF THE CITY’S GENERAL MUNICIPAL ELECTION TO COMPLY WITH NEW STATE OF CALIFORNIA LEGISLATION - ADOPTION

Adoption of Ordinance No. 677 would change the date of the City’s general municipal elections from March of Even-Numbered Years to the Statewide General Election cycle beginning in 2022.

Recommended Action:

Staff recommends that the City Council waive reading and adopt Ordinance No. 677 entitled, “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 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.”

D. LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE RESOLUTIONS PACKET

The League of California Cities will consider two resolutions at its annual conference on September 22 through 24. The League would like each member city to establish a position on the resolutions prior to the annual meeting, and provide direction to the voting delegate.

Recommended Action:

Staff recommends that the City Council give direction to the voting delegate and alternate to vote in favor of the proposed League of California Cities (League) annual resolutions. Alternatively, the City Council may wish to pull this item from the Consent Calendar for discussion.

E. ADOPTION AT SECOND READING OF ORDINANCE NO. 676: ZONE CHANGE/SPECIFIC PLAN AMENDMENT TO CHANGE ZONING FROM R-1 AND MU/T TO CC/T (PLANNING CASE NO. ZC20-001; 150 HOVEY AVENUE, 152 HOVEY AVENUE, 1533 MANLEY DRIVE, AND 1535 MANLEY DRIVE)

Adoption of Ordinance No. 676 would change the Zoning of properties at 150 Hovey Avenue, 152 Hovey Avenue, 1533 Manley Drive, and 1535 Manley Drive from R-1 and MU/T to CC/T.

Recommended Action:

Staff recommends that the City Council waive second reading and adopt Ordinance No. 676 entitled, "An Ordinance of the City Council of the City of San Gabriel, California, Approving Planning Case No. ZC-20-001, for a Zone Change for Properties at 150 Hovey Avenue, 152 Hovey Avenue, 1533 Manley Drive, and 1535 Manley Drive."

F. COOPERATIVE AGREEMENT WITH LOS ANGELES COUNTY FOR A PROJECT TO RESURFACE SEVERAL CITY STREET SEGMENTS ADJACENT TO THE COUNTY STREET SEGMENTS AT AN ESTIMATED COST OF \$597,000

On behalf of the City of San Gabriel, the Los Angeles County Department of Public Works (LACDPW) is to perform pavement preservation work and construction or modification of curb ramps for the City street segments, which are jurisdictionally shared between the City and the County. Due to the scope and cost of the project, County policy requires a Cooperative Agreement to be executed to perform pavement preservation improvement for City of San Gabriel street segments. The currently estimated City jurisdiction share cost of the project is \$597,000, which will be credited through Federal Surface Transportation Program-Local (STP-L) to the County in lieu of Cash.

Recommended Action:

Staff recommends that the City Council authorize the Mayor to execute the Cooperative Agreement between the City and Los Angeles County and approve the assignment of \$597,000 of future available STP-L funds to the County in lieu of cash payment.

G. ADOPTION OF RESOLUTION NO. 21-43 APPROVING A BUDGET AMENDMENT FOR CITYWIDE PAVEMENT MANAGEMENT SYSTEM

A Pavement Management System is a tool for understanding the condition of the street system, analyzing financial needs, and developing cost-effective repair strategies. Since 2000, the City has utilized the Pavement Management System (PMS) developed by the Metropolitan Transportation Commission (MTC). Proposition C (which provides approximately \$600,000 annually in transportation funding to the City) requires that the City maintain a PMS and regularly update it every three years in order to receive funding. The last update to the PMS was in 2018. A \$41,000 budget amendment appropriating Metro - Proposition C funds in the Fiscal Year 2021-22 Budget to update the

Citywide Pavement Management System conducted by the Los Angeles County Public Works Department, includes a 15% contingency.

Recommended Action:

Staff recommends that the City Council:

1. Adopt Resolution No. 21-43 amending the Fiscal Year 2021-22 budget by appropriating Proposition C funds to budget account 181-800-46-22-000 in the amount of \$41,000, which includes a 15% contingency; and
2. Authorize the City Manager to approve a Purchase Order to the Los Angeles County Public Works Department in an amount not to exceed \$41,000, which includes a 15% contingency.

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

Adoption of Ordinance No. 674 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 waive reading and adopt Ordinance No. 674 entitled, "An Ordinance of the City Council of San Gabriel, California, Amending Chapter 92 of the San Gabriel Municipal Code Relating to Cat Licensing."

5. PUBLIC HEARING – None.

6. CONTINUED BUSINESS – None.

7. NEW BUSINESS

A. AGENDA TRANSLATION OPTIONS AND RESOLUTION NO. 21-40 APPROPRIATING FUNDS FOR AGENDA TRANSLATION SERVICES

At City Manager Lazzaretto's request, staff researched options for City Council and Human Equity, Access and Relations (HEAR) Commission meeting agenda translation into Chinese and Spanish in order to expand accessibility to the community. Subsequently, the HEAR Commission, in its Annual Workplan approved by the City Council on June 15, 2021, recommended translation of City Council agendas into Chinese and Spanish by the start of 2022. During

the same meeting, the City Council expressed interest in adding Vietnamese to the languages to be considered for agenda translation. Expanding accessibility to the community, particularly for non-English speakers, is consistent with California law and the City's fundamental values of transparency and diversity.

Recommended Action:

Staff recommends that the City Council consider one of the following options or give other direction:

1. Proceed with translation of City Council and HEAR Commission agendas into Chinese, Spanish, and Vietnamese by ASTA-USA at an approximate cost of \$40,000 annually; and adopt Resolution No. 21-40 appropriating \$40,000 for agenda translation service.
2. Proceed with translation of City Council and HEAR Commission agendas by ASTA-USA into Chinese and Spanish only, for now, at an approximate cost of \$26,000 for agenda translation services.
3. Proceed with translation of City Council and all City commission agendas into Chinese, Spanish, and Vietnamese using ASTA-USA, at a greater cost than Option 1. Staff would return with an approximate annual cost for the City Council's authorization.
4. Add Google Translate to the City's website agenda section; do not pay for translation services.
5. No change from current practice – agendas in English only.

B. RESOLUTION NO. 21-37 – AMENDING THE FISCAL YEAR 2021-22 BUDGET TO ACCEPT DONATIONS FROM KIWANIS CLUB OF SAN GABRIEL

Kiwanis Club of San Gabriel has generously donated funds to support various programs and services within the Community Services, Police, and Public Works Departments. This donation is to support the following programs and services: San Gabriel Police Explorers, Camp SG, swimming lessons, and various benches to be placed in the City parks.

Recommended Action:

Staff recommends that the City Council accept a donation of \$5,579.52 from San Gabriel Kiwanis and adopt Resolution No. 21-37 amending the Fiscal Year 2021-22 budget to reflect the donations to the City's account.

C. AMERICAN RESCUE PLAN ACT FUNDS – PRESENTATION AND DISCUSSION

Signed into law on March 11, 2021, the American Rescue Plan Act (ARPA) provides \$350 billion in Coronavirus Fiscal Recovery Funds to state, local, territorial, and Tribal governments to respond to their present needs and build the foundation for a strong recovery. The City of San Gabriel was allocated \$9,544,689 in APRA funds, which was based on City population. This report provides an analysis of APRA funds including timeline for use, reporting, eligible and ineligible uses, and current planned uses.

Recommended Action:

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

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

12. ADJOURNMENT

The next regular City Council meeting will be held on Tuesday, September 21, 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.