



**MINUTES OF JANUARY 17, 2023
REGULAR MEETING OF THE SAN GABRIEL CITY COUNCIL**

CALL TO ORDER

Mayor Ding called the regular meeting of the San Gabriel City Council to order at 6:33 P.M. on Tuesday, January 17, 2023, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Ding.

ROLL CALL

Council Members Present: Eric Chan, Denise Menchaca, John Wu, Vice Mayor John R. Harrington, and Mayor Tony Ding.

Council Members Absent: None.

Staff Members Present: City Manager Mark Lazzaretto, Assistant City Attorney Martin Koczanowicz, Community Services Director Rebecca Perez, Chief City Clerk Sharon Clark, Public Works Director/City Engineer Greg de Vinck, Human Resources/Risk Management Director Edward Macias, Finance Director William Kaholokula, Community Development Director Aldo Cervantes, Acting Police Chief Rikimaru Nakamura, Fire Division Chief Newton Ong, and Assistant City Clerk Marilyn Bonus.

CLOSED SESSION REPORT

Special City Council Meeting of January 17, 2023:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOVERNMENT CODE §54956.8)

Property: 405 South Del Mar Avenue, San Gabriel, CA 91776

City Negotiator: Aldo Cervantes, Community Development Director

Negotiating Party: San Gabriel Valley Council of Governments

Under Negotiation: Receiving direction on how to move forward with the current issues.

Assistant City Attorney Koczanowicz announced that there was no reportable action.

ANNOUNCEMENTS

Chief City Clerk Clark provided information for the public on how to view the meeting and how to request meeting agendas.

1. APPROVAL OF AGENDA ORDER

Hearing no objection, Mayor Ding announced that the Agenda Order was approved.

2. PRESENTATIONS – None.

3. PUBLIC COMMENT

Adela Angiuli, San Gabriel Educational Foundation (SGEF) Executive Director, provided general information about the Foundation and invited all to attend and sponsor a Literary and Arts Exhibition to be held February 9, 2023, at the San Gabriel Hilton Hotel.

Helen Romero Shaw, Southern California Gas Company Public Affairs Manager, explained the factors influencing the rise customers are seeing in gas bills and commented on payment assistance that is available.

Chasity Jennings-Nunez congratulated the City Council on getting the Mission Playhouse parking lot paved; emphasized the invitation to the San Gabriel Educational Foundation event by a previous public speaker; and expressed support for Consent Calendar Item H, Resolution No. 23-07 Establishing Policies and Procedures for Ceremonial Proclamations and Recognitions, but encouraged making the webpage form easier to find.

4. CONSENT CALENDAR

A motion was made by Council Member Menchaca, seconded by Council Member Chan, to approve Consent Calendar Items 4A – 4J as presented.

Motion carried by a vote of 5-0 as follows:

AYES: CHAN, MENCHACA, WU, HARRINGTON, DING
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

A. RESOLUTION NO. 23-05 REAUTHORIZING THE CITY COUNCIL AND THE CITY'S COMMISSIONS TO IMPLEMENT TELECONFERENCE ACCESSIBILITY FOR CONDUCTING PUBLIC MEETINGS PURSUANT TO ASSEMBLY BILL 361

The City Council adopted **Resolution No. 23-05** regarding the use of teleconferencing for public meetings.

B. APPROVAL OF MINUTES

The City Council approved the Minutes of the City Council Regular Meeting of December 20, 2022.

C. MATERIAL DEMANDS

The City Council approved December 12, 2022, December 16, 2022, December 22, 2022, December 29, 2022, and January 5, 2023, Registers of Demands and Warrants for the payment of City expenditures.

D. CASH AND INVESTMENT REPORT – DECEMBER 2022

The City Council received and filed the Cash and Investment Report for December 2022.

E. MONTHLY BUDGET UPDATE – DECEMBER 2022

The City Council received and filed the report.

F. ADOPTION OF RESOLUTION NO. 23-01 AMENDING THE DEBT MANAGEMENT POLICY

The City Council adopted the **Resolution No. 23-01** amending the City Debt Management Policy to include the recommendations made by the state auditors.

G. INFORMATION TECHNOLOGY SERVER REPLACEMENT – APPROVAL TO PURCHASE HARDWARE AND SOFTWARE IN THE AMOUNT OF \$52,382

The City Council approved the purchase four of SuperMicro servers from StrictlyTech, along with a five-year support agreement, in the amount of \$46,881.59, and authorized staff to purchase the server software solution from ProxMox in the amount of \$6,000.

H. RESOLUTION NO. 23-07 ESTABLISHING POLICIES AND PROCEDURES FOR CEREMONIAL PROCLAMATIONS AND RECOGNITIONS

The City Council adopted **Resolution No. 23-07** Establishing Policies and Procedures for Ceremonial Proclamations and Recognitions.

I. POLICE DEPARTMENT PURCHASE OF FRONTLINE VEHICLES FOR FISCAL YEAR 2022-2023

The City Council authorized the Interim Police Chief to purchase the vehicles for an amount not to exceed \$159,372.60 and adopted **Resolution No. 23-03** increasing appropriations in the special projects fund (AQMD funds) in the amount of \$30,372.60.

J. 2023 STREET COUNT COMMUNITY AGREEMENT WITH THE LOS ANGELES HOMELESS SERVICES AUTHORITY TO PARTICIPATE IN THE GREATER LOS ANGELES HOMELESS COUNT FOR THREE YEARS

The City Council approved the 2023 Street Count Community Agreement with the Los Angeles Homeless Services Authority for three years and authorized the City Manager to execute the agreement.

5. PUBLIC HEARING

A. FISCAL YEAR 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS: BUDGET AND ALLOCATION (RESOLUTION NO. 23-06)

Mayor Ding opened the public hearing.

Economic Development Manager Caroline Velarde made the staff presentation.

There was no public comment; therefore, Mayor Ding closed the public hearing.

A motion was made by Council Member Menchaca, seconded by Council Member Wu, to:

1. Adopt **Resolution No. 23-06** authorizing the allocation of CDBG funds for FY 2023-2024 from LACDA for activities and project described above and in Exhibit A of the Resolution.
2. Carry over any CDBG funds unspent at the close of FY 2022-2023 and recognize the receipt of FY 2023-2024 CDBG Program funds awarded by LACDA to the City in the City FY 2023-2024 budget.
3. Recognize the receipt of an estimated \$20,630 of CDBG funds from the Los Angeles County First District Supervisor's Office, if funds are approved by the Board of Supervisors for the After-School program.
4. Allocate, in proportioned amounts, any FY 2023-2024 CDBG funds in excess of estimated funds to the Street Improvement Project, Code Enforcement Program, Graffiti Control Program, and/or Youth Services Program.
5. Authorize the City Manager to execute new contracts with LACDA for the allocation of FY 2023-2024 CDBG Program (subject to adjustment to reflect the actual allocation of funds to San Gabriel).

OMotion carried by a vote of 5-0 as follows:

AYES:	CHAN, MENCHACA, WU, HARRINGTON, DING
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

6. CONTINUED BUSINESS – None.

7. NEW BUSINESS

A. DISCUSSION ON ANOTHER ROUND OF THE SMALL BUSINESS ASSISTANCE PROGRAM

Economic Development Manager Caroline Velarde made the staff presentation.

Clarifying discussion included the number of applications received and number of applicants qualified for previous small business grant programs, and there are no ARPA funds available for the proposed program; therefore, no strings attached.

There was no public comment.

Discussion included current budget projections for cash reserves; maintaining the previous grant amount of \$2500 per business; providing a workshop for business owners; total grant amount of \$175,000 with \$5000 for each grant; COVID-19 restrictions on businesses are no longer in effect; possibility of outreach to the community to see where they want the money spent; spending the money where it will benefit the entire community; previous grant recipients would not be eligible for this round of grants; possibility of using funds to help Focus Plaza tenants relocate; the City being conservative with reserve funds in the current economic climate; multi-lingual outreach to businesses; having a different grant amount for businesses that need relocation assistance within the City; criteria for business relocation assistance; and methodology for distribution of grants if applications exceed funds available.

There was a consensus of the City Council to direct staff to prepare a small business assistance grant program in the amount of \$175,000, with individual grants of \$2500, with criteria to include relocation assistance within the City in certain circumstances, for City Council consideration.

8. PUBLIC COMMENT – None.

9. CITY MANAGER'S REPORT

City Manager Lazzaretto wished all a Happy New Year and announced that San Gabriel Police Captain Riki Nakamura is the Acting Police Chief and an open recruitment will be held for Police Chief in March 2023.

Acting Police Chief Nakamura introduced himself to the community.

10. COUNCIL COMMENTS AND CONFERENCE/MEETING REPORTS

Council Member Menchaca reminded all of the San Gabriel Educational Foundation Literary and Art Program; congratulated Ogopogo Brewery for being highlighted in the LA Times as one of the best local breweries in the greater eastside Los Angeles region; and commented on the upcoming Lunar New Year.

Council Member Wu reported on his attendance at installations of the Asia Organization Alliance and Chinese Enterprise Chamber of Commerce.

Council Member Chan reported on his attendance at the Chinese Consolidated Benevolent Association, commented that he is looking forward to being involved in more events, and wished all a Happy New Year.

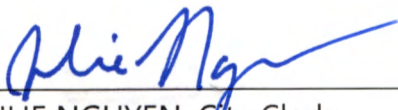
Mayor Ding reported on his attendance at the Chinese Consolidated Benevolent Association in Chinatown; commented on Lunar New Year events; invited all to the City's Lunar New Year event on February 4, 2023; and wished all a Happy New Year.

11. CLOSED SESSION – None.

12. ADJOURNMENT

The meeting was adjourned at 7:46 P.M

Respectfully submitted:



JULIE NGUYEN, City Clerk

Approved this 7th day of February, 2023:



TONY DING, Mayor