

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

**Tuesday, May 1, 2018 - 7:30 P.M.**

**City Hall Council Chamber  
425 South Mission Drive  
San Gabriel, California 91776**

John R. Harrington  
Mayor

Jason Pu  
Vice Mayor

Juli Costanzo  
Council Member

Chin Ho Liao  
Council Member

Denise Menchaca  
Council Member



Mark Lazzaretto  
City Manager

Keith Lemieux  
City Attorney

Julie Nguyen  
City Clerk

Kevin B. Sawkins  
City Treasurer

**Materials Available for Inspection.** The City Clerk's Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. You may also 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, are available for public inspection at the meeting or in the City Clerk's Department, located at City Hall, 425 South Mission Drive, San Gabriel, California, during regular office hours, Monday through Friday 8:00 a.m. to 5:00 p.m. except for Tuesdays until 6:30 p.m.

**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.

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**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 in person or by telephone at (626) 308-2816 during regular office hours.

**NOTE: CITY HALL IS AN ACCESSIBLE FACILITY PER THE AMERICANS WITH DISABILITIES ACT.** 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's Department at (626) 308-2816 at least 48 hours before the meeting, if possible.

**City Council Meeting Agenda  
Tuesday, May 1, 2018**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

**A. RECOGNIZING SAN GABRIEL MISSION HIGH SCHOOL 2017 CIFSS DIV VII SOCCER CHAMPIONS**

**B. RECOGNIZING CARISSA ZHANG WHO WON TOP PRIZE FOR 5<sup>TH</sup> DISTRICT COUNTY LIBRARY'S BOOKMARK**

**C. PROCLAMATION FOR NATIONAL WATER SAFETY MONTH**

**D. PROCLAMATION FOR NATIONAL BIKE MONTH AND BICYCLE SAFETY MONTH**

**E. PROCLAMATION FOR TOURISM MONTH**

**3. PUBLIC COMMENT**

This is the time set aside for members of the public to address the City Council on items of interest that are not on the Agenda, but are within the subject matter jurisdiction of the San Gabriel City Council. Pursuant to the Brown Act, the City Council cannot answer any questions or take any action until such time as the matter may appear as an item on a future agenda.

In an effort to provide everyone with an opportunity to speak tonight, please be aware that all public comments will be limited to a maximum of three minutes. I will give you a 30 second warning as you approach the end of your time. As a reminder, please be respectful of all speakers regardless of the position they take on any items.

If you wish to address the City Council, please complete a speaker's request card and hand it to me before the start of the meeting. When speaking, please state your NAME for the record.

#### **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. MATERIAL DEMANDS**

This is the presentation of the "Register of Demands and Warrants" for the payment of City expenditures.

Recommended Action: Approval

##### **B. INVESTMENT REPORT**

This is a presentation of City Investments for the month of March 2018.

Recommended Action: Approval

##### **C. PURCHASE OF COMMUNITY SERVICES TRUCK AND POOL VEHICLE**

The Fiscal Year (FY) 2017-18 Budget includes funding to purchase a truck to be used to transport equipment to and from special events as well as being used on a daily basis by custodial staff. In the FY 2014-15 Budget AQMD funds were allocated for the purchase of a "pool" vehicle for the Community Services staff. Staff proposes to purchase the truck and pool vehicle through a cooperative purchase using a National Joint Powers Authority contract. National Auto Fleet Group will provide the truck at a cost of \$37,057.77 and will provide the pool vehicle at a cost of \$27,325.36. Staff recommends that the City Council waive formal bidding procedures and authorize the purchases from Account # 122-960-37-99-202 and Account # 122-850-51-99-000, respectfully.

Recommended Action:

1. Waive formal bidding and authorize the use of National Joint Powers Alliance Contract # 120716.
2. Authorize the issuance of a purchase order for \$37,057.77 to National Auto Fleet Group for the acquisition of one 2018 Ford F-150 truck and listed accessories including all taxes, delivery and ancillary costs to be funded from Account # 122-850-37-99-202.

3. Authorize the issuance of a purchase order for \$27,325.36 to National Auto Fleet Group for the acquisition of one 2018 Toyota Prius and listed accessories including all taxes, delivery and ancillary costs to be funded from Account # 122-850-51-99-200.

#### **D. DIAL-A-RIDE SERVICE – CONTRACT EXTENSION WITH FIRST TRANSIT**

The City of San Gabriel provides Dial-A-Ride services for City residents age 62 and over and individuals with disabilities. The City contracts with a transit provider to manage and operate the Dial-A-Ride service. In November 2012, the City entered into an agreement with First Transit for operation of the Dial-A-Ride program. This contract continued until November 2017. Staff recommends that the City renew the contract with First Transit for a period of one year, ending April 30, 2019.

The proposed fee for the updated agreement is a monthly rate of \$30,006.28. Staff is requesting an additional allocation of \$26,000 in Prop A which will bring the City's current budget in-line with the actual costs of the Dial-A-Ride service and fund the increased monthly rate. The Finance Director has reviewed this report and confirmed that there are adequate funds within the Prop A budget to fund this contract.

##### Recommended Action:

1. Approve a contract with First Transit for a period of one year ending April 30, 2019.
2. Increase Prop A Account #180-850-49-81-000 by \$26,000 to bring the City's current budget in-line with the actual costs of the Dial-A-Ride service and fund the increased monthly rate.

#### **E. MAYOR'S COUNCIL MEMBER APPOINTMENTS TO COMMITTEES, COMMISSIONS, AND ORGANIZATIONS, COUNCIL LIAISON LISTS FOR MAJOR PROJECTS**

The Mayor is responsible for appointing members of the City Council to serve on various local and regional committees, commissions and organization boards, as well as to serve as Council liaisons for City initiatives.

Recommended Action: Staff recommends that the City Council approve the appointments recommended by the Mayor.

## **F. MARSHALL PARK IMPROVEMENT PROJECT CONSTRUCTION CHANGE ORDER AND AMENDMENTS TO PROFESSIONAL SERVICES AGREEMENTS**

Construction of Marshall Park was completed in January 2018. The final construction cost is \$17,367.59 (0.5%) over the approved construction budget. In addition, two consulting firms providing inspection and labor compliance services incurred additional expenses in the amount of \$42,400 during the project closeout process.

### Recommended Action:

1. Staff recommends that the City Council approve allocating \$59,767.59 in Park Development Impact Fee funds to the Marshall Community Park Project (Account # 122-850-40-97-964).
2. Staff recommends approving the Purchase Change Order #7617 in the amount of \$17,367.59

## **5. PUBLIC HEARING**

None.

## **6. NEW BUSINESS**

### **A. COYOTE MANAGEMENT PLAN**

The City of San Gabriel, along with other municipalities in San Gabriel Valley, experienced an increase in the amount of coyote encounters during the past few years. The City follows a Coyote Management Plan (Plan) based on the United States Humane Society's model. The purpose of the Plan is to follow a humane model to help manage coyote activity in order to ease fear by the community and reduce the number of human/coyote conflicts. The Plan includes several aspects to mitigate coyote interaction, with the ultimate goal of coexisting with coyotes using education, behavior modification and development of a tiered response to aggressive coyote behavior.

Recommended Action: Staff recommends that the City Council receive input from the community and then direct staff to make modifications or changes as deemed appropriate to the City's Coyote Management Plan for consideration at a future meeting.

**7. PUBLIC COMMENTS**

**8. CITY MANAGER ITEMS**

**A. CITY HALL HOURS**

**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. ADJOURN COUNCIL MEETING**

The next scheduled City Council meeting will be held on Tuesday, May 8, 2018 at 5:30 p.m. in the Council Chamber at City Hall, 425 South Mission Drive, California. The Regular City Council meeting will be held on Tuesday, May 15, 2018 at 6:30 p.m. in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California. 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).