

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

**Tuesday, May 15, 2018 - 6:30 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.

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**City Council Meeting Agenda**  
**Tuesday, May 15, 2018**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

**A. CALFRESH AWARENESS MONTH PROCLAMATION**

**B. LUPUS AWARENESS MONTH PROCLAMATION**

**C. HISTORIC PRESERVATION MONTH PROCLAMATION**

**D. INTRODUCTION OF RECREATION SPECIALIST DANIELLE ADRIANO**

Presentation will be made by Community Services Director Rebecca Perez.

**E. INTRODUCTION OF PLAYHOUSE MANAGER JONATHAN SALISBURY**

Presentation will be made by Mission Playhouse Director Anna Cross.

**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. COOPERATIVE AGREEMENT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS FOR THE BRIDGE PREVENTIVE MAINTENANCE PROGRAM**

Under an agreement with the California Department of Transportation, the Los Angeles County Department of Public Works regularly inspects all but one of the City's 17 bridges. The most recent inspections identified preventive maintenance needs on four bridges within the City. Under the proposed Cooperative Agreement, the Los Angeles County Department of Public Works would perform the preliminary engineering and administer the construction contract. This project is categorically exempt under the California Environmental Quality Act Section 15301(c) as repairs and maintenance to existing infrastructure. The City's estimated share of the project is \$39,000. Funding is available for this agreement in the amount of \$39,000 in the approved budget for the Bridge Repair Program in Account 122-800-41-96-754.

Recommended Action:

Staff Recommends that the City Council:

1. Approve a Cooperative Agreement with the County of Los Angeles Department of Public Works in the amount of \$39,000.
2. Authorize the expenditure of \$39,000 from Account 122-800-41-96-754 to be deposited with the Los Angeles County Department of Public Works.

**C. ACCEPTANCE OF RIGHT OF WAY FOR STREET AND HIGHWAY PURPOSES LOCATED AT THE NORTHWEST CORNER OF LAS TUNAS DRIVE AND COUNTRY CLUB DRIVE (237 EAST LAS TUNAS DRIVE) – RESOLUTION NO. 18-23**

A dedication of an easement for street and highway purposes at the northwest corner of Las Tunas Drive and Country Club Drive intersection was requested from GAD Development LLC by City staff. The dedication is required to provide for the construction of an accessible landing at the top of the intersection access ramp and provide a path of travel to the existing sidewalks along Las Tunas Drive and Country Club Drive. The street address of the project site is 237 East Las Tunas Drive.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 18-23 and authorize the Principal Civil Engineer to execute the acceptance certificate and submit the grant deed to the County for recording.

**D. AGREEMENT WITH NICHOLS CONSULTING ENGINEERS FOR UPDATE OF 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. Proposition C requires that the City maintain a Pavement Management System and regularly update it every three years in order to receive funding. Staff is proposing to utilize Nichols Consulting Engineers to perform the 2018 Update to the Pavement Management System based on their expertise and the positive experience having worked with them in 2018. Proposition C funds in the amount of \$29,200 is available in the approved budget for the Great Streets Program (CIP #1-08-35) in Account 122-800-50-97-704.

Recommended Action:

Staff recommends that the City Council authorize the City Manager to execute the Agreement with Nichols Consulting Engineers and approve a Purchase Order in the amount of \$29,200.00.

## **E. 2015 STATE HOMELAND SECURITY GRANT**

The San Gabriel Fire Department (SGFD) was awarded funds from the 2015 State Homeland Security Grant Program in the amount of \$35,000. SGFD is able to use these funds to fund projects from the Department of Homeland Security Approved Equipment List (AEL) and to provide Urban Search and Rescue (US&R) training. There are varying projects that would enhance the capabilities of the US&R team and provide necessary equipment. Initial outlay of already spent funds is \$35,000, but would be fully reimbursed with no matching funds.

### Recommended Action:

Staff recommends that the City Council:

1. Approve an increase to the Fire Department Budget by \$35,000 to Account #122-761-57-99-380.
2. Authorize the Fire Chief to accept the SHSGP grant to Account #186-3215 and purchase the items under the City's purchasing policy.

## **F. REQUEST FOR PROPOSAL FOR SERVICES FROM CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY**

In April of 2018, a Standards of Coverage and Deployment Study of the San Gabriel Fire Department was completed by a third party consultant and presented to the City Council. This study consisted of a thorough review and assessment of community risk, emergency response capabilities, apparatus, facilities, levels of services, issues impeding performance, and recommendations for service delivery improvements to residents, business owners, and City resources. One of the recommendations to meet service delivery improvements was to consider contract services with the Consolidated Fire Protection District of Los Angeles County through a Feasibility Study and cost benefit analysis. The total cost for the services beyond the initial Feasibility Study is \$18,000.

### Recommended Action:

Staff recommends that the City Council make a motion to request a proposal for service through a Feasibility Study from the Consolidated Fire Protection District of Los Angeles County.

## 5. PUBLIC HEARING

None.

## 6. NEW BUSINESS

### A. AWARD OF CONSTRUCTION CONTRACT FOR THE SAN GABRIEL FIRE STATION 51 AND 52 RESTROOM IMPROVEMENT PROJECT, CASH CONTRACT NO. 18-03, CIP 6-09-07

The San Gabriel Fire Stations 51 and 52 are not currently configured to provide adequate restroom and dormitory areas for a mixed gender work force. The restrooms Improvement Project will renovate Fire Station 51 by adding 15 square feet to the building and converting two dormitory rooms to provide an accessible bunk room and shower facilities. The project will also remodel an existing unisex restroom and add an additional 82 square feet to a unisex/ADA restroom at Fire Station 52. Funding is available in approved FY17-18 CIP 6-09-07 in account 122-761-15-97-315.

#### Recommended Action:

Staff recommends that the City Council:

1. Approve plans and specification for the San Gabriel Fire Station 51 and 52 Restroom Improvement Project, Cash Contract No. 18-03.
2. Authorize the Mayor to execute contract documents with RT Contractor Corp. in the amount of \$180,000.00.
3. Approve a Purchase Order in the amount of \$198,000.00 which includes a 10% construction contingency.

### B. MISSION DISTRICT DEVELOPMENT AND PROGRAMMING OPTIONS

The Mission District represents one of the most historic locations in Southern California and is a key focus area for the City. Over the last several months, staff has explored options to help stimulate and build the economic vitality of the area. There are three development options to consider for the Mission District as well as ideas for further programming to help activate the District.

If Council desires a comprehensive economic analysis and/or any other programming concept for the Mission District, the estimated costs should be included in the 2018-2019 fiscal year budget. The estimated cost for a

comprehensive economic analysis and development feasibility study is \$60,000-\$77,000 and is currently not budgeted.

Recommended Action:

Staff seeks direction from the City Council on which development option to pursue and programming ideas from the Mission District.

**7. PUBLIC COMMENTS**

**8. CITY MANAGER ITEMS**

**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 Regular City Council meeting will be held on Tuesday, June 5, 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).