

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

Tuesday, March 16, 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.**

Denise Menchaca
Mayor

Chin Ho Liao
Vice Mayor

Tony Ding
Council Member

John R. Harrington
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

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, March 16, 2021

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

1. APPROVAL OF AGENDA ORDER

2. PRESENTATION

A. STATE OF THE CITY

B. PROCLAMATION RECOGNIZING MARCH 2021 AS WOMEN'S HISTORY MONTH

C. COVID-19 BRIEFING

D. ASIAN CRIME VICTIMS WORKING GROUP

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 Regular Meeting of March 2, 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: Approval.

C. CASH AND INVESTMENT REPORT – FEBRUARY 2021

In accordance with the City of San Gabriel's 2020-21 Adopted Investment Policy (Resolution No. 20-30 dated June 16, 2020) and California Government Code §53646, the Finance Director is to render an investment report to the City Council, City Treasurer, City Manager, and the City Attorney. The February 2021 Cash and Investment Report is presented to receive and file in accordance with the City's adopted 2020-21 Investment Policy.

Recommended Action:

Staff recommends that the City Council receive and file the Cash and Investment Report for February 2021.

D. MONTHLY BUDGET UPDATE – FEBRUARY 2021

This report provides and update on the City's General Fund budget and financial position as of February 28, 2021 (prior to the monthly closing entries). The monthly budget update incorporates impacts from the COVID-19 pandemic and other external factors on revenues and operations, and provides a projection for the fiscal year that ends on June 30, 2021.

Recommended Action:

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

E. AGREEMENT WITH INTRANET INCORPORATED FOR INFORMATION TECHNOLOGY SERVICES

The City of San Gabriel contracts a portion of the professional services needed for the City's information technology (IT) infrastructure and solutions. Staff is presenting a professional services agreement with Intranet Incorporated to provide information technology services on a month-to-month basis at a rate of seventy-five dollars per hour. Intranet Incorporated has provided IT professional services to the City for over 20 years and has in-depth knowledge of the City's IT infrastructure and solutions.

Recommended Action:

Staff recommends that the City Council approve a professional services agreement with Intranet Incorporated.

F. ACCEPTANCE OF FINAL TRACT MAP NO. 82328 (144 SAINT FRANCIS STREET) PLANNING CASE NO. TMAP18-013

The development, located at 144 Saint Francis Street, is a five-unit condominium development on a 9,380 square foot lot. City Staff and the Los Angeles County Department of Public Works have reviewed the Final Parcel Map and have determined it is in compliance with the State Subdivision Map Act, conditions of approval, and the City's ordinances regarding subdivision.

Recommended Action:

Staff recommends that the City Council accept the Final Parcel Map No. 82328 and authorize filing with the Los Angeles County Recorder.

5. PUBLIC HEARING – None.

6. CONTINUED BUSINESS – None.

7. NEW BUSINESS

A. RECEIVE AND FILE UPDATE ON 10- POINT PLAN FOR RECOVERY, RESILIENCY, AND REINVESTMENT, AND AUTHORIZE ESTABLISHMENT OF BUSINESS ASSISTANCE FUND FROM EXISTING ECONOMIC DEVELOPMENT BUDGET

In response to the pandemic, the Economic Development Division created a 10-Point Plan for Recovery, Resiliency, and Reinvestment to help mitigate the financial impacts of the novel coronavirus pandemic (COVID-19) on our community. This staff report provides an update of efforts in 2020, revisions or new programming for 2021, and requests City Council's direction on creating a Business Assistance Fund for the City to financially assist San Gabriel businesses most hard hit from the pandemic on a case-by-case basis.

Recommended Action:

Staff recommends that the City Council receive and file the update on a 10-Point Plan and establish the Business Assistance Fund.

B. CITY COUNCIL REORGANIZATION

The City Council will select a new Mayor and Vice-Mayor for the coming year.

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, April 6, 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.