

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

**Tuesday, June 18, 2019 - 6:30 P.M.**

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

Jason Pu  
Mayor

Denise Menchaca  
Vice Mayor

Juli Costanzo  
Council Member

John R. Harrington  
Council Member

Chin Ho Liao  
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.

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**City Council Meeting Agenda**  
**Tuesday, June 18, 2019**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

- A. RECOGNITION OF STATE CHAMPION FOR DRAMATIC INTERPRETATION  
DAPHNE NEA**
- B. RECOGNITION OF POLICE VOLUNTEER SUE FITZSIMMONS**
- C. FIRE DEPARTMENT COMMUNITY EMERGENCY RESPONSE TEAM (CERT)  
GRADUATION**
- D. UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT – STATE OF  
THE DISTRICT AND LOCAL WATER SUPPLY UPDATE**

**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. 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 June 4, 2019.
2. Minutes of the City Council Regular Meeting of June 4, 2019.

Recommended Action: Approval.

## **B. MATERIAL DEMANDS**

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

Recommended Action: Approval.

## **C. CASH AND INVESTMENT REPORT – MAY 2019**

This is a presentation of City investments for the month of May 2019.

Recommended Action: Approval.

## **D. ADOPTION OF RESOLUTION NO. 19-21 APPROVING FISCAL YEAR 2019-20 INVESTMENT POLICY**

California Government Code Section 53646 requires the annual review of the City's Investment Policy at a regular meeting of the City Council. Historically, the Investment Policy has been approved as part of the Budget Adoption process; however, beginning this year, the Policy will be presented as a separate item for consideration.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-21 approving the fiscal year 2019-20 Investment Policy.

## **E. CONSIDERATION OF REQUEST SUBMITTED BY ATHENS SERVICES FOR RATE ADJUSTMENT**

For many years, the City has contracted with Athens Services to provide residential and commercial waste disposal services to the residents and

businesses of San Gabriel. In accordance with Section 8.2 of the Contract, it is necessary for the Council to endorse all proposed annual rate adjustments, which may be submitted not more often than annually. The most recent rate schedule was adopted by the City Council in June 2018.

Recommended Action:

Staff recommends that the City Council endorse the annual rate adjustment proposed by Athens Services for its services not to exceed the attached rate schedule effective July 1, 2019.

**F. RESOLUTION NO. 19-19 FOR TEMPORARY STREET CLOSURE OF PASQUAL AVENUE, FROM SYCAMORE DRIVE TO THE NORTH END OF PASQUAL AVENUE ON JULY 4, 2019**

The Public Works Department received a request from Jeff Heller and Sherry Chung for a temporary street closure for a neighborhood block party on Thursday, July 4, 2019 from 2:00 p.m. to 10:00 p.m. of Pasqual Avenue, from Sycamore Drive to the north end of Pasqual Avenue. The street closure will enable the community members to congregate safely in a centralized location.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-19 authorizing closure of Pasqual Avenue, from Sycamore Drive to the north end of Pasqual Avenue from 2:00 p.m. to 10:00 p.m. on Thursday, July 4, 2019.

**G. RESOLUTION NO. 19-20 FOR TEMPORARY STREET CLOSURE OF BRIDGE STREET, FROM SYCAMORE DRIVE TO THE NORTH END OF BRIDGE STREET ON JULY 6, 2019**

The Public Works Department received a request from Ray Abeyta for a temporary street closure for a neighborhood block party on Saturday, July 6, 2019 from 4:00 p.m. to 8:30 p.m. of Bridge Street, from Sycamore Drive to the north end of Bridge Street. The street closure will enable the community members to congregate safely in a centralized location.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-20 authorizing closure of Bridge Street, from Sycamore Drive to the north end of Bridge Street from 4:00 p.m. to 8:30 p.m. on Saturday, July 6, 2019.

#### **H. AWARD OF CONSTRUCTION CONTRACT FOR THE PUBLIC WORKS FACILITY STORM DRAIN CONNECTION TO RUBIO WASH PROJECT CONTRACT, NO. 19-04**

The storm drain connection to Rubio Wash Channel is the last project item of the original Public Works Facility construction project. The Public Works Facility construction was completed in 2015. However, due to the long-lead-time design and permit requirement process with the Los Angeles County Public Works (LACPW) and the United States Army Corps of Engineers, the permanent storm drain piping connection to Rubio Wash Channel could not be accomplished at the time of the completion of the Facility construction.

##### Recommended Action:

Staff recommends that the City Council:

1. Approve plans and specifications for the Public Works Facility Storm Drain Connection to Rubio Wash Project, Contract No. 19-04; and
2. Authorize the City Manager to execute contract documents with Adjul Corporation DBA Lee Construction Company for total bid amount in the amount of \$68,775.00; and
3. Approve a Purchase Order in the amount of \$75,652.50 which includes a 10% construction contingency.

#### **I. REQUEST TO ACCEPT DONATIONS AND GRANTS AND INCREASE FISCAL YEAR 2018-19 BUDGET FOR COMMUNITY SERVICES AND MISSION PLAYHOUSE**

At various times throughout the year, Community Services and Mission Playhouse receive grants, donations and other sources of funds. These are often received for programs or events held within the departments. In order to accept the funds, have the appropriate revenue account reflect the increase in funds, and increase the expenditure budget, staff must take this item to the City Council for approval.

##### Recommended Action:

Staff recommends that the City Council:

1. Accept the donations and grants received by Community Services and Mission Playhouse; and
2. Authorize expenditure of Park Development Impact Fees in the amount of \$10,852.63 to cover expenses of the new playground equipment for the KaBOOM! Project; and

3. Appropriate \$10,852.63 from Development Impact Fees into account #122-850-40-97-807 to cover the City's portion of the playground and the additional playground component; and
4. Increase corresponding expenditure accounts by the amount included in the staff report.

#### **J. PROCUREMENT OF PLAYGROUND EQUIPMENT FOR VINCENT LUGO PARK**

Vincent Lugo Park is the city's largest park and recreation resource. Recent construction improvements have enhanced the park's open space. Phase 2 of the Vincent Lugo Park Renovation is included in the Capital Improvement Program and includes the design and installation of picnic shelters, the installation of outdoor fitness equipment which was funded in part by Greenfields Fitness, and the design and construction of a new playground. The installation of the picnic shelters and outdoor fitness equipment are complete. The final item for Phase 2 renovation is the design and construction of the playground.

##### Recommended Action:

Staff recommends that the City Council waive the formal purchasing policy and authorize the issuance of a purchase order with preferred vendor Miracle Recreation Equipment Company for the acquisition of Custom Miracle KC Play Equipment for Vincent Lugo Park in the amount of \$181,882.43, including sales tax and delivery. The purchase is to be funded from account #122-850-40-97-907.

#### **K. RESOLUTION NO. 19-26 TO ADOPT AN INTERFUND LOAN POLICY**

Interfund loans involve the lending of cash from one City fund to another for a specific purpose with a requirement for repayment. The practice of interfund loans is a recognized and necessary aspect of municipal finance. The City's auditor (White Nelson Diehl Evans LLP) recommended the addition of an interfund loan policy to ensure that these loans are properly approved.

##### Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-26 and Interfund Loan Policy as presented.

### **5. PUBLIC HEARING**

## **A. ADOPTION OF RESOLUTIONS APPROVING THE FISCAL YEAR 2019-20 OPERATING BUDGET, CAPITAL IMPROVEMENT PROGRAM BUDGET, AMENDING THE 2018-19 BUDGET, AND ESTABLISHING THE 2019-20 GANN APPROPRIATIONS LIMIT**

This year's budget document has been reformatted to encompass the provision of the recently adopted Fiscal Sustainability Policy in an effort to increase transparency and readability of the information presented. It includes historical data for both revenue and expenditures at the line-item level for all General Fund sources and uses. Budget Study sessions were held on April 2, May 7, June 4, and June 11, 2019 to discuss a variety of issues related to the budget and fiscal health of the City.

### Recommended Action:

Staff recommends that the City Council conduct a public hearing on the 2019-20 Operating and Capital Improvement Program Budgets and after receiving comments and testimony adopt the following resolutions:

1. Resolution No. 19-22 Amending the 2018-19 Budget;
2. Resolution No. 19-23 Adopting the City of San Gabriel 2019-20 Operating Budget Exhibit A to Resolution;
3. Resolution No. 19-24 Approving the City of San Gabriel 2019-20 to 2023-24 Five-Year Capital Improvement Program and Adopting the 2019-20 Capital Improvement Program Budget;
4. Resolution No. 19-25 Adopting the City of San Gabriel's Appropriation Limit for the 2019-20 Fiscal Year.

## **6. NEW BUSINESS**

### **A. PROJECT REVIEW: PACIFIC SQUARE MIXED-USE PROJECT (PLANNED DEVELOPMENT (PD), DEVELOPMENT AGREEMENT (DA), TENTATIVE TRACT MAP (TTM), AND PRECISE PLAN OF DESIGN (PPD)) AT 700-800 SOUTH SAN GABRIEL BOULEVARD PLANNING CASE NO. PD18-001 APPLICANT: PACIFIC SQUARE SAN GABRIEL LLC**

The subject property is located on the east side of South San Gabriel Boulevard between East Grand Avenue (to the south) and East El Monte Street (to the north). The San Gabriel Nursery and Florist occupied the site from the mid-1920s until 2016. San Gabriel Nursery and Florist continues to operate just north of the project site on an approximately two-acre parcel. In 2018, following an act of arson where many of the greenhouses and related structures were

damaged or destroyed, the project site was largely demolished; however, some building foundations, trees, and landscaping remain.

Recommended Action:

Staff recommends that the City Council review and file the staff report.

**B. MEMORANDUM OF UNDERSTANDING BETWEEN THE DRUG ENFORCEMENT AGENCY AND SAN GABRIEL POLICE DEPARTMENT**

The City Council will consider a proposal to assign one San Gabriel Police Officer to the Drug Enforcement Agency's Los Angeles High-Intensity Drug Trafficking Area task force. The purpose of this assignment is to attain additional resources for the proactive effort of curbing the criminal activity associated with illicit drug trade in San Gabriel and surrounding areas.

Recommended Action:

Staff recommends that the City Council assign one investigator to the Los Angeles High-Intensity Drug Trafficking Area (HIDTA) Task Force and entering into the Memorandum of Understanding with the Drug Enforcement Agency.

**7. PUBLIC COMMENT**

**8. CITY MANAGER'S REPORT**

**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**

**A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS** (Government Code §54956.8)

Property: Parcel 2 of Parcel Map No. 24106 (P.M.B. 266-3-4)

City Negotiator: Mark Lazzaretto, City Manager

Negotiating Party: YZL Investment, LLC

Under Negotiation: Price and terms of lease agreement

**B. CONFERENCE WITH LABOR NEGOTIATORS** (Government Code §54957.6)



Conference with Labor Negotiators (Government Code §54957.6)  
City Negotiators – City Manager, City Attorney, and Human Resources/ Risk  
Management Director  
Regarding the following Employee Organizations – Unrepresented Employees

## **11. ADJOURNMENT**

The next regular City Council meeting will be held on Tuesday, July 2, 2019 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).