

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

**Tuesday, October 1, 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.

**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 (626) 308-2816 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 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, October 1, 2019**

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

**1. APPROVAL OF AGENDA ORDER**

**2. PRESENTATIONS**

**A. INTRODUCTION OF COMMUNITY DEVELOPMENT ADMINISTRATIVE ASSISTANT II, ERIKA ORTIZ**

**B. ARTS AND HUMANITIES MONTH PROCLAMATION**

**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. You will receive 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 the clerk 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 September 17, 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. SECOND READING AND ADOPTION OF ORDINANCE NO. 654 AMENDING TITLE XI, SECTION 110 THE SAN GABRIEL MUNICIPAL CODE- BUSINESS LICENSES**

Adoption of the referenced Ordinance No. 654 amending Title XI, Section 110 of the San Gabriel Municipal Code will add a provision for exempting certain performers at City sponsored events and any Community Services recreation program individual instructors, coaches and/or referees from business license fees, add a provision for prorating business license fees for non-San Gabriel vendors at City sponsored events, and correct various business license fees to match the amount adopted with Ordinance No. 356-C.S. on July 16, 1991. No business license taxes are being added or increased.

Recommended Action:

Staff recommends that the City Council waive full reading, read by title only, and adopt at the 2<sup>nd</sup> reading, Ordinance No. 654 amending Title XI, Section 110 of the San Gabriel Municipal Code, pertaining to Business License Taxes.

## **D. CALIFORNIA FOR ALL- COMMUNITY EMERGENCY RESPONSE TEAM (CERT) AND LISTOS CAPACITY BUILDING GRANT**

The San Gabriel Fire Department has been awarded grant funds in the amount of \$20,000 from the 2019 California For All Emergency Preparedness Campaign. This is designed to help Community Emergency Response Team (CERT) and LISTOS (Spanish for Ready) programs. The San Gabriel Fire Department will apply these funds towards engaging San Gabriel community members in emergency and disaster preparedness. The award of the grant will require a budget amendment for receipt and use of the grant funds.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-46, increasing the revenue estimates and appropriations (transfer out) in the Other Grants Fund (186) by \$20,000 to receipt and transfer the funds and increasing the revenue estimate (transfer in) and appropriations by \$20,000 in Capital/Special Project Funds (account number 124-761-57-96-341). Staff further recommends that the City Council authorize the Interim Fire Chief to accept the California For All CERT and LISTOS Capacity Building Grant and purchase the items within the confines of the City's purchasing policy.

**E. MEMORANDUM OF AGREEMENT (MOA) WITH SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

During the September 17, 2019 City Council meeting, staff presented a wildlife management update which included several alternatives for the City Council to consider, including a Memorandum of Agreement (MOA) with the San Gabriel Valley Council of Governments (SGVCOG). Should City Council approve the MOA, it will provide the City of San Gabriel with services related to the Regional Coyote Management Network (RCMF) for a cost of \$20,000 for the next two years.

Recommended Action:

City Council to approve the Memorandum of Agreement and authorize \$10,000 to be transferred to from the General Fund contingency account to pay for the implementation of the agreement.

**F. SECOND READING AND ADOPTION OF ORDINANCE NO. 653 – ZONE TEXT AMENDMENT TO UPDATE THE SAN GABRIEL MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS (PLANNING CASE NO. ZTA19-001)**

At the September 17, 2019 City Council meeting, Ordinance No. 653 was introduced by a 5-0 vote. Adoption of this Ordinance would delete references to previous accessory unit options, provide clarification to Accessory Dwelling Units (ADU) development, and add a requirement for a covenant to be recorded with all future ADU applications.

Recommended Action:

Staff recommends that the City Council:

1. Waive the reading in full; and

2. Adopt Ordinance No. 653, an Ordinance of the City Council of the City of San Gabriel Amending Chapter 153 (Zoning Code) of the San Gabriel Municipal Code Relating to the Development of Accessory Dwelling Units (ADUS).

**G. RESOLUTION NO. 19-40 FOR TEMPORARY STREET CLOSURE REQUEST FOR BLOCK PARTY - 371 N. DUANE AVENUE**

The Public Works Department received a request from Carla J. Seifi for a temporary street closure. The purpose of this event is to hold a block party on Saturday, October 19, 2019, from 4:00 p.m. to 10:00 p.m. in the 300 block of N. Duane Avenue. The closure will take place between Sycamore Drive and Adelyn Drive only. Resolution No. 19-40 details the location, date and times for the closure, as well the conditions that must be followed by the applicant. The Public Works, Fire, and Police Departments have reviewed and approved the request.

Recommended Action:

Staff recommends that the City Council adopt Resolution No. 19-40 authorizing closure of the 300 block of North Duane Avenue between Sycamore Drive and Adelyn Drive from 4:00 p.m. to 10:00 p.m. on Saturday, October 19, 2019.

**H. RESOLUTION NO. 19-44 FOR TEMPORARY STREET CLOSURE AT 851 E. GRAND AVENUE BETWEEN GLADYS AND THE RUBIO WASH ON OCTOBER 5, 2019**

The Public Works Department received a request from the San Gabriel Valley Humane Society for a temporary street closure for a 95<sup>th</sup> anniversary celebration on Saturday, October 5, 2019 from 7:30 a.m. to 6:00 p.m. on Grand Avenue between Charlotte Avenue and the Rubio Wash. The closure will take place at 851 Grand Avenue between Charlotte Avenue and the Rubio Wash. Resolution No. 19-44 details the location, date and times for the closure, as well the conditions that must be followed by the applicant. The Public Works, Fire, and Police Departments have reviewed and approved the request.

Recommended Action:

Staff recommends that the City Council adopt Resolution 19-44 authorizing closure of Grand Avenue between Charlotte Avenue and the Rubio Wash from 7:30 a.m. to 6:00 p.m. on Saturday, October 5, 2019.

## **I. LS-1 OPTION E AGREEMENT WITH SOUTHERN CALIFORNIA EDISON (SCE) TO REPLACE HIGH PRESSURE SODIUM VAPOR STREET LIGHTS WITH LIGHT-EMITTING DIODE (LED) STREET LIGHTS CITYWIDE**

On June 1, 2015, the LS-1 Option E tariff became available to cities for street light (LED) retrofits. This program allows Southern California Edison (SCE) to replace High Pressure Sodium Vapor (HPSV) street lights with more efficient LED street lights with no out-of-pocket capital cost to cities. Instead, initial capital costs will be amortized through energy cost savings over a 20-year period. SCE owns and maintains 460 street lights throughout the City of San Gabriel (City) along residential and arterial streets. The City pays SCE a monthly facility fee for each pole which includes the cost of electricity and required maintenance. The annual City's budget for the subject street lighting is approximately \$66,493. These types of street lights are referred to as LS-1 lights and fall under SCE's LS-1 cost tariff.

### Recommended Action:

Staff recommends that the City Council:

1. Approve an LS-1 Option E agreement with SCE to replace High Pressure Sodium Vapor (HPSV) street lights with Light Emitting Diode (LED) street lights; and
2. Authorize the City Manager or his designee to execute the Southern California Edison Company Schedule LS-1 Option E, Energy Efficiency-Light Emitting Diode Fixture Replacement Rate Agreement.

## **5. PUBLIC HEARING – None.**

## **6. NEW BUSINESS**

### **A. ROLES AND RESPONSIBILITIES OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION**

On August 15, 2017, the City Council adopted Ordinance No. 636 to amend provisions of the San Gabriel Municipal Code (SGMC) Chapter 153 (Zoning Code) relating to historic preservation and cultural resources (Attachment A). Adoption of the Ordinance capped a multi-year effort to modernize and strengthen the SGMC in an effort to protect historic resources in the city, preserve San Gabriel's heritage for future generations, promote public education, participation and appreciation of historic preservation and preserve diverse and significant architectural styles as well as historic preservation

objectives. The Ordinance was praised and/or recognized by the San Gabriel Historical Association, Pasadena Heritage, American Planning Association – Los Angeles, Los Angeles Conservancy, and California Preservation Foundation.

Recommended Action:

Staff recommends that the City Council discuss the role of the Commission and provide direction to staff on whether any changes need to be made. If this direction would result in the need to amend the existing Historic Preservation and Cultural Resource Ordinance, direction to initiate a ZTA is required.

**B. PRESENTATION ON THE PUBLIC WORKS CITYWIDE MAINTENANCE PROGRAM**

The City of San Gabriel (City) owns and maintains the majority of infrastructure within the public right-of-way. Public Works staff is responsible for constructing, maintaining and preserving City-owned infrastructure including streets, sidewalks, the sanitary sewer system, the stormwater system, traffic signals and signs, street lights, pavement markings, public landscape and trees, parks, and City facilities. Staff desires to present the City Council with an update on the new Public Works proactive citywide infrastructure maintenance program.

Recommended Action:

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

**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 – None.**

**11. ADJOURNMENT**

The next Regular City Council meeting will be held on Tuesday, October 15, 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).