

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

**Tuesday, February 20, 2018 - 7:30 P.M.**

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

Juli Costanzo  
Mayor

John R. Harrington  
Vice Mayor

Chin Ho Liao  
Council Member

Denise Menchaca  
Council Member

Jason Pu  
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.

**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, February 20, 2018**

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

**1. PRESENTATIONS**

**None.**

**2. 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.

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

**3. 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. CERTIFICATES OF AUTHORITY TO BANKING INSTITUTIONS**

The City maintains accounts with various banking institutions in accordance with the City's Investment Policy and State Law. With the retirement of the former City Manager, Steven Preston it is necessary to update the signature

authority to remove the former City Manager and provide the signature authority to the current City Manager, Mark Lazzaretto.

Recommended Action: Staff recommends that the City Council adopt Resolution No. 18-07, authorizing designated city officials to open, maintain and make transactions in city accounts in various banks and financial institutions.

## **RESOLUTION NO. 18-07**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN GABRIEL AUTHORIZING DESIGNATED CITY OFFICIALS TO OPEN, MAINTAIN AND MAKE TRANSACTIONS IN CITY ACCOUNTS IN VARIOUS BANKS AND FINANCIAL INSTITUTIONS**

#### **C. AGREEMENT FOR USE OF SMITH PARK POOL BY THE SAN GABRIEL UNIFIED SCHOOL DISTRICT FOR GABRIELINO HIGH SCHOOL 2017-18 SCHOOL YEAR**

Gabrielino High School has used Smith Park Pool since 1998. The San Gabriel Unified School District has requested renewal of their contract for the 2017-2018 school year, with a start date of January 9, 2018. Gabrielino High School has requested use of the pool from 2:00 to 4:00 p.m. Monday through Friday, with extended hours for swim meets. The total cost of this agreement to the School District is not to exceed \$13,500 for the 2017-2018 school year.

Recommended Action: Staff recommends approval of the attached agreement for Gabrielino High School's use of Smith Park Pool for the 2017-2018 school year.

#### **D. AGREEMENT FOR USE OF SMITH PARK POOL BY SAN GABRIEL SEA GULLS**

The San Gabriel Sea Gulls (SGSG) and Gabrielino High School share the cost of the pool operation during the school year. Utility costs, including gas, electricity, water and pool chemicals, will be monitored during their use and SGSG will be billed for a portion of these expenses quarterly. Continuing the practice, the City will also absorb the cost of City staff providing lifeguarding during SGSG practices throughout the school year for a maximum of 200 hours.

Recommended Action: Staff recommends approval of the attached agreement for San Gabriel Sea Gulls use of Smith Park Pool starting January 2, 2018 and ending June 30, 2018.

**E. RESOLUTION ADOPTING THE SANITARY SEWER MANAGEMENT PLAN UPDATE**

The State requires the governing body of the local agency to approve and certify the Sanitary Sewer Management Plan. The Public Works Department, in conjunction with SRT Consultants Inc., has prepared the updated Sanitary Sewer Management Plan for Council consent.

Recommended Action: Staff recommends that the City Council adopt Resolution No. 18-10 approving the Sewer System Management Plan Update and authorize the Public Works Director to make future amendments as needed.

**RESOLUTION NO. 18-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN GABRIEL, CALIFORNIA APPROVING THE SANITARY SEWER MANAGEMENT PLAN UPDATE**

**F. REJECT BID FOR THE 2017 CDBG STREET IMPROVEMENT PROJECT, CASH CONTRACT NO. 18-01, CDBG PROJECT NO. 601801-16**

The Cash Contract 18-01 for the 2017 Community Development Block Grant (CDBG) Street Improvement Project will construct new paving, remove architectural barriers by constructing new access ramps, and install related improvements on Broadway (from California to Rubio Wash), on two segments of California Street, and two segments of Pine Street. The streets are located within low-moderate income areas and are eligible for CDBG construction funds. After advertising the project and receiving only one bid. Staff recommends that the City Council reject the sole bid received for the project and that the project be re-advertised to receive a minimum of two bids.

Recommended Action: Staff recommends that the City Council: Reject the bid received from Hardy & Harper, Inc. for Cash Contract No. 18-01; and Direct Staff to re-advertise the project.

**G. NATIONAL ASSOCIATION OF LATINO ELECTED & APPOINTED OFFICIALS (NALEO) 35<sup>TH</sup> ANNUAL CONFERENCE PHOENIX, ARIZONA JUNE 21-23, 2018**

A request from Councilmember Menchaca has been received to attend the National Association of Latino Elected and Appointed Officials 35<sup>th</sup> Annual

Conference being held June 21-23, 2018 in Phoenix, Arizona.

Recommended Action: Staff recommends City Council approve Council Member Menchaca's request to attend the NALEO 35<sup>th</sup> Annual Conference and expenses related to this conference be charged to account 121-701-00-54-000 Allowances.

#### **4. PUBLIC HEARING**

**None.**

#### **5. NEW BUSINESS**

##### **A. CODE UPDATES FUNDING FOR NEW POLICE FACILITY PROJECT CASH CONTRACT 17-11 / CIP 6-08-03**

In order for the new Police Facility Project to meet current building codes required by the state, it was necessary for project architects to update building drawings to meet the new codes. The necessary updates have been completed by WMM Associates and we are ready to move forward with the next step in the project.

Recommended Action: Staff recommends that the City Council approve expenditure for the code updates in the amount of \$284,889 which includes a 10% contingency.

##### **B. SUPPLEMENTAL FUNDING REQUEST FOR ARCHITECT'S PROFESSIONAL SERVICES AGREEMENT / CIP 6-08-03**

On October 6, 2010 the City renewed the Professional Services Agreement with WMM Associates for the final design phase of the new police facility project. In order to proceed forward with the project, additional funding will be necessary to supplement the original architect's agreement due to significant delays in the project. All necessary updates are currently being processed by WMM Associates.

Recommended Action: Staff recommends that the City Council approve expenditure to cover the supplemental costs in the amount of \$179,592 which includes a 20% contingency.

#### **6. CITY MANAGER ITEMS**

## **7. 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.

## **8. ADJOURN COUNCIL MEETING**

The next regular City Council meeting will be held on Tuesday, March 6, 2018 at 7:30 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).