



**MINUTES OF MARCH 17, 2020  
REGULAR MEETING OF THE SAN GABRIEL CITY COUNCIL**

**CALL TO ORDER**

Mayor Pu called the regular meeting of the San Gabriel City Council to order at 6:42 p.m. on Tuesday, March 17, 2020, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Pu.

**ROLL CALL**

**Council Members Present:** Juli Costanzo, John R. Harrington, Chin Ho Liao, Vice Mayor Denise Menchaca, and Mayor Jason Pu.

**Council Members Absent:** None.

**Staff Members Present:** City Manager Mark Lazzaretto, City Attorney Keith Lemieux, Assistant City Manager/Community Development Director Arminé Chaparyan, Community Services/Interim Mission Playhouse Director Rebecca Perez, Police Chief Eugene Harris, Chief City Clerk Sharon Clark, Public Works Director/City Engineer Greg de Vinck, Interim Fire Chief Steven Wallace, Human Resources/Risk Management Director Edward Macias, Interim Finance Director Kenneth Louie, and Assistant City Clerk Marilyn Bonus.

**1. APPROVAL OF AGENDA ORDER**

City Attorney Lemieux requested that new agenda items be added as follows with the findings that the items came to the attention of staff subsequent to the posting of the agenda and with the need to act before the next regularly-scheduled meeting:

- **NEW BUSINESS: RESOLUTION NO. 20-14 RATIFYING THE PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES CONCERNING THE EXISTENCE OF A LOCAL EMERGENCY,** to be considered after the Consent Calendar; and
- **CLOSED SESSION: THREAT TO PUBLIC SERVICES OR FACILITIES (\$54957):** Consultation with City of San Gabriel Fire Chief.

Mayor Pu requested that the following **New Business** items be pulled from the agenda to be considered at a future time in order to allow the City Council to focus on COVID-19-related items:

**A. 2019-2020 MIDYEAR BUDGET REPORT**

**B. ORDINANCE NO. 663 RESCINDING ORDINANCE NO. 558-C.S. AND ESTABLISHING LOCAL SPEED LIMITS BASED ON AN ENGINEERING AND TRAFFIC SURVEY**

A motion was made by Mayor Pu, seconded by Vice Mayor Menchaca, to approve the agenda order with the inclusion of the New Business and Closed Session items listed above with the findings that they came to the attention of staff subsequent to the posting of the agenda and that there is a need to take action before the next regularly-scheduled meeting; and with the removal of original New Business Items 6A and 6B as listed above.

*Motion carried by a vote of 5-0 as follows:*

AYES: COSTANZO, HARRINGTON, LIAO, MENCHACA, PU  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

**2. PRESENTATIONS - None.**

**3. PUBLIC COMMENT – None.**

**4. CONSENT CALENDAR**

A motion was made by Council Member Costanzo, seconded by Council Member Liao, to approve Consent Calendar items 4A – 4H as presented.

*Motion approved Consent Calendar items 4A – 4H as presented by a vote of 5-0 as follows:*

AYES: COSTANZO, HARRINGTON, LIAO, MENCHACA, PU  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

**A. APPROVAL OF MINUTES**

City Council approved the following:

1. Minutes of the City Council Special Meeting of February 18, 2020.
2. Minutes of the City Council Regular Meeting of February 18, 2020.
3. Minutes of the City Council Special Meeting of March 10, 2020.

**B. MATERIAL DEMANDS**

City Council approved the February 6, 13, 20, and 28, 2020 Registers of Demands and Warrants for the payment of City expenditures.

**C. CASH AND INVESTMENT REPORT – FEBRUARY 2020**

City Council received and filed the Cash and Investment Report for February 2020.

**D. AWARD OF CONSTRUCTION CONTRACT FOR 2019 CDBG PEDESTRIAN RAMP IMPROVEMENT PROJECT, CONTRACT NO. 19-14**

City Council:

1. Approved plans and specifications for the 2019 CDBG Pedestrian Ramp Improvement Project, Contract No. 19-14;
2. Authorized the City Manager to execute contract documents with CEM Construction Corporation for the total bid amount in the amount of \$111,975; and
3. Approved a Purchase Order in the amount of \$123,172.50 which includes a 10% construction contingency.

**E. SEWER SYSTEM CAPACITY ANALYSIS SOFTWARE & TRAINING**

City Council approved a purchase order not to exceed \$20,168.00 using the Sewer Fund account 137-800-01-22-000 to purchase proprietary capacity analysis software (InfoSewer) and staff training to identify capacity issues in the sanitary sewer system from Innovyze (Consultant).

**F. ACCEPTANCE OF FINAL TRACT MAP NO. 73127 (1958 SOUTH CALIFORNIA STREET) PLANNING CASE NO. TMAP18-019**

City Council accepted Final Parcel Map No. 73127 (1958 South California Street, Planning Case No. TMAP18-019) and authorized filing with the Los Angeles County Recorder.

**G. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH ANNEALTA GROUP**

City Council:

1. Approved the Amendment to the Professional Services Agreement with Annealta Group for Interim Planning Manager services; and
2. Authorized the City Manager to execute all necessary documents.

**H. SECOND READING – ORDINANCE NO. 651 ADOPTION OF ORDINANCE NO 651 - SAN GABRIEL PLAZA MIXED-USE PROJECT; REQUEST TO VACATE CITY STREETS, AND TENTATIVE TRACT MAP NO. 80292; ADOPTION OF MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM (PLANNING CASE NO. PL-16-162; 220 SOUTH SAN GABRIEL BOULEVARD)**

City Council waived reading in full and adopted **Ordinance No. 651** adopting a mitigated negative declaration and mitigation, monitoring, and reporting program and approving Project No. PL-16-162, a planned development, development agreement, request to vacate city streets, and Tentative Tract Map No. 80292 for the San Gabriel Plaza Mixed-Use project at 220 South San Gabriel Boulevard.

**4. NEW BUSINESS**

**A. RESOLUTION NO. 20-14 RATIFYING THE PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES CONCERNING THE EXISTENCE OF A LOCAL EMERGENCY**

Presentation was made by City Attorney Lemieux.

Discussion included the time frame for reassessing the state of emergency; examples of powers which could transfer to staff; concern for civil liberties;

coordinating actions with other local jurisdictions; staff coming back to Council as soon as possible for actions under emergency powers; benefits of the proposed resolution in streamlining procurement and community aid, dealing with civil unrest, should the need arise, for local control over the unique situations of this community, and for being able to get reimbursement for costs; the need for staff to be able to react quickly to rapidly-changing situations including employee job-assignment flexibility; the City can be more restrictive, but not less restrictive than the County, State, or Federal governments; appealing to the community's sense of social responsibility; time frames for business restrictions; and information the City is getting out to the community.

A motion was made by Mayor Pu, seconded by Council Member Liao, to adopt **Resolution No. 20-14** ratifying the proclamation of the Director of Emergency Services concerning the existence of a local emergency.

*Motion carried by a vote of 5-0 as follows:*

AYES: COSTANZO, HARRINGTON, LIAO, MENCHACA, PU  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

5. **PUBLIC HEARING** – None.

6. **PUBLIC COMMENT** – None.

7. **CITY MANAGER'S REPORT** – None.

8. **COUNCIL COMMENTS AND CONFERENCE/MEETING REPORTS**

Council Member Costanzo expressed her pride in City staff and the community for doing a great job to lessen the effects of this crisis, and her gratefulness to be a part of this team.

Council Member Liao expressed concern about seniors being isolated and provided a hotline number to the Los Angeles County Mental Health Department.

Vice Mayor Menchaca thanked and applauded staff for their efforts in this unprecedented time and asked them to let the City Council know of their needs; and encouraged the community to stay informed and get the facts, take preventive measures, and help others.

Mayor Pu highlighted neighbors helping each other and thanked community members for staying calm; commented on Small Business Association and State programs to help businesses; stated that the supply chains and infrastructure are strong and there is no need to hoard; and that the City will continue essential services.

**RECESS AND RECONVENE**

The City Council meeting was recessed at 7:47 p.m. and reconvened into Closed Session at 7:52 p.m.

9. **CLOSED SESSION**

**A. CLOSED SESSION: THREAT TO PUBLIC SERVICES OR FACILITIES (\$54957):**

Consultation with City of San Gabriel Fire Chief.

There was no reportable action.


**10. ADJOURNMENT**

Mayor Pu adjourned the meeting at 8:53 p.m.

Respectfully submitted:

  
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SHARON F. CLARK, Chief City Clerk

Approved this 7<sup>th</sup> day of April, 2020:

  
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JASON PU, Mayor