



**MINUTES OF APRIL 7, 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 7:03 p.m. on Tuesday, April 7, 2020, with all Council Members and staff participating by teleconference.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Mayor Menchaca.

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, Fire Chief Steven Wallace, Human Resources/Risk Management Director Edward Macias, Interim Finance Director Kenneth Louie, and Assistant City Clerk Marilyn Bonus.

Mayor Pu provided information for the public on how to view the meeting and submit comments.

1. APPROVAL OF AGENDA ORDER

City Attorney Lemieux requested that a new agenda item related to the COVID-19 emergency be added to the Consent Calendar 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:

H. RESOLUTION IDENTIFYING AUTHORIZED AGENTS FOR REQUEST FOR PUBLIC ASSISTANCE

A motion was made by Mayor Pu, seconded by Council Member Liao, to approve the agenda order with the inclusion of Consent Calendar Item H as listed above with the findings that it came to the City's attention subsequent to the posting of the agenda and that there is a need to take action before the next regularly-scheduled meeting.

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

Council Member Liao pulled Consent Calendar Item F for separate consideration.

Mayor Pu noted a correction to the Minutes of the Regular Meeting of March 17, 2020, page 2, in the motion following the listing of Ordinance No. 663, to read, "... original New Business Items 6A and 6B..."

A motion was made by Council Member Costanzo, seconded by Council Member Liao, to approve Consent Calendar Item 4A as amended and Items 4B – 4E as presented.

Motion approved Consent Calendar Items 4A as amended and 4B – 4E as presented by a vote of 5-0 as follows:

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

Regarding Item 4F, Council Member Liao received clarification from City Manager Lazzaretto as to how the public would access to the City Council Chamber on the second floor relative to the new key card system.

A motion was made by Council Member Costanzo, seconded by Vice Mayor Menchaca, to approve Consent Calendar item 4F as presented.

Motion approved Consent Calendar item 4F as presented by a vote of 5-0 as follows:

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

A motion was made by Vice Mayor Menchaca, seconded by Mayor Pu, to approve Consent Calendar items 4G – 4H as presented.

Motion approved Consent Calendar items 4G – 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

The City Council approved Item 1 as presented, and Item 2 as amended:

1. Minutes of the City Council Special Meeting of March 17, 2020.

2. Minutes of the City Council Regular Meeting of March 17, 2020.

B. MATERIAL DEMANDS

City Council approved the March 5, 12, and 19, 2020 Registers of Demands and Warrants for the payment of City expenditures.

C. ACCEPTANCE OF FINAL PARCEL MAP NO. 73649 (305-307 SOUTH ARROYO DRIVE) PLANNING CASE NO. PL-15-085

City Council accepted Final Parcel Map No. 73649 and authorized filing with the Los Angeles County Recorder.

D. PROFESSIONAL SERVICES AGREEMENT WITH MNS ENGINEERS INCORPORATED TO PROVIDE ADVOCACY AND GRANT WRITING SERVICES FOR VALLEY BOULEVARD STREETScape AND RECONSTRUCTION PROJECT

City Council approved the Professional Services Agreement with MNS Engineers and authorized the City Manager to execute said Agreement and issue a purchase order in the amount of \$42,790.

E. PROFESSIONAL AUDITING SERVICES

City Council approved the contract with Moss, Levy & Hartzheim, LLP to perform annual audit services.

F. AWARD OF CONSTRUCTION CONTRACT FOR THE CITY HALL ELEVATOR MODERNIZATION PROJECT, CONTRACT NO. 19-10, CDBG PROJECT NO. 602085-19

City Council:

1. Approved the plans and specifications for the City Hall Elevator Modernization Project, Contract No. 19-10;
2. Authorized the re-allocation of \$52,753 from 121-800-05-12 Parks Maintenance – Limited Service Employees to 121-7421-22-000 Interdepartmental Contractual Services – General;
3. Authorized the City Manager to execute contract documents with ThyssenKrupp Elevator Corporation for a total bid amount in the amount of \$118,535; and
4. Approved a Purchase Order in the amount of \$129,603, which includes a 10% construction contingency.

G. RESOLUTION NO. 20-16 SUSPENDING CERTAIN DEADLINES APPLICABLE TO LAND DEVELOPMENT PROJECTS UNDER THE MUNICIPAL CODE DUE TO THE LOCAL EMERGENCY

City Council adopted **Resolution No. 20-16** Suspending Certain Deadlines Applicable to Land Development Projects Under the Municipal Code Due to the Local Emergency.

H. RESOLUTION IDENTIFYING AUTHORIZED AGENTS FOR REQUEST FOR PUBLIC ASSISTANCE

City Council adopted **CalOES Form 130 Resolution**, authorizing the City Manager, Assistant City Manager or Finance Director to submit the Request for Public

Assistance on behalf of the City of San Gabriel to the California Office of Emergency Services (CalOES), relative to the COVID-19 emergency.

5. PUBLIC HEARING - NONE

6. NEW BUSINESS

A. ORDINANCE NO. 663 RESCINDING ORDINANCE NO. 588-C.S. AND ESTABLISHING LOCAL SPEED LIMITS BASED ON AN ENGINEERING AND TRAFFIC SURVEY

The staff presentation was made by City Manager Lazzaretto and Public Works Director/City Engineer Greg de Vinck.

There were no public comments.

Discussion included concerns about safety on specific street portions; enforceability; re-doing parts of the survey; timing for another survey; factors for determining speed limits; whether the study could be accepted in part rather than in whole; the mobility element of the General Plan which lays out street classifications per their predominant use; and classification elements.

Due to the questions and concerns raised, there was a consensus of the City Council to table the item pending additional information.

B. RESOLUTIONS DECLARING THE RESULTS AND RECITING THE FACT OF THE SAN GABRIEL GENERAL MUNICIPAL ELECTION HELD MARCH 3, 2020; AND AUTHORIZING CERTAIN DOCUMENTS RELATED TO THE ADMINISTRATION OF THE APPROVED TRANSACTIONS AND USE TAX

Mayor Pu announced that the ceremonial aspects that usually accompany an election certification and Council reorganization would be postponed to a future date due to the restriction against having in-person meetings at this time.

The staff presentation was made by Chief City Clerk Sharon Clark.

There were no public comments.

A motion was made by Council Member Costanzo, seconded by Council Member Liao, to approve New Business Item 6B.

Motion approved New Business Item 6B as presented by a vote of 5-0 as follows:

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

City Council:

1. Adopted **Resolution No. 20-11** reciting the fact of the General Municipal Election held on March 3, 2020, declaring the result and such other matters as provided by law;
2. Adopted **Resolution No. 20-12** authorizing the City Manager to execute agreements with the California Department of Tax and Fee Administration for implementation of a local Transactions and Use Tax; and

3. Adopted **Resolution No. 20-13** authorizing the examination of Transactions and Use Tax records.

C. PRESENTATION OF CERTIFICATES OF ELECTION AND ADMINISTRATION OF OATH OF OFFICE

Mayor Pu and City Manager Lazzaretto announced that a ceremonial event recognizing incoming and outgoing Members would be held at a later date.

a. Presentation of Certificate and Oath of Office – John R. Harrington

Chief City Clerk Clark stated that a Certificate of Election had been presented to Council Member Harrington electronically and administered his Oath of Office.

Council Member Harrington thanked the voters.

b. Presentation of Certificate and Oath of Office – Tony Ding

Chief City Clerk Clark stated that a Certificate of Election had been presented to Council Member-Elect Ding electronically and administered his Oath of Office.

Council Member Ding thanked the residents who elected him and his campaign volunteers, stated that he is looking forward to working with City Council Members and will need everyone's help to make San Gabriel better, and thanked his wife for her support.

Out-going Council Member Costanzo commented on the challenging times due to COVID-19 and thanked those keeping us safe; congratulated Council Member Ding on his election and commented on Council responsibilities; and stated that her service on the Council over the last 17 years has been an honor and that she has been touched by the comments of appreciation she has received. She reviewed milestones that have been achieved during her tenure on the City Council and expressed appreciation to her family for their support.

Mayor Pu thanked Council Member Costanzo for her 17 years of service to the community as a Council Member, congratulated those newly-elected to the City Council, and expressed his pride in the City team for their response to the COVID-19 crisis.

Chief City Clerk Clark announced that Council Member Ding was now seated as a member of the City Council.

D. CITY COUNCIL REORGANIZATION

a. SELECTION OF MAYOR

Chief City Clerk Clark declared the offices of Mayor and Vice Mayor vacant and opened nominations for the Office of Mayor. Council Member Pu nominated Council Member Menchaca; Council Member Liao seconded the nomination. As there were no other nominations, Chief City Clerk Clark declared Council Member Menchaca as Mayor by acclamation.

Mayor Menchaca thanked Council Members for their confidence in selecting her as Mayor; recognized outgoing Mayor Pu for his outstanding service and leadership during his tenure as Mayor, especially during the COVID-19 crisis; congratulated Council Member Harrington on his re-election; congratulated and welcomed Council Member Ding; expressed

her gratitude to City Manager Lazzaretto and his entire staff for their dedication and assistance to San Gabriel; expressed appreciation to her family and friends; gave assurances to the San Gabriel community that during the COVID-19 crisis, both City Council and staff are working tirelessly to mobilize resources for residents and businesses; and encouraged all to take preventative measures.

b. SELECTION OF VICE MAYOR

Mayor Menchaca opened nominations for the office of Vice Mayor. Council Member Pu nominated Council Member Liao; all seconded the nomination. As there were no other nominations, Mayor Menchaca declared Council Member Liao as Vice Mayor by acclamation.

Vice Mayor Liao expressed his honor in being selected as Vice Mayor and detailed donations that have been made relative to the COVID-19 crisis.

7. PUBLIC COMMENT

Dillon Arreola, City of Montebello Commissioner, congratulated Council Member Ding on his election to the San Gabriel City Council.

State Senator Susan Rubio expressed gratitude to outgoing Mayor Pu for his dedication and leadership; thanked outgoing Council Member Costanzo for her 17 years of dedicated service; congratulated Council Members Harrington and Ding on their election to the City Council; welcomed incoming Mayor Menchaca; and expressed her support for the City, Council, staff and residents as she advocates in the legislature.

8. CITY MANAGER'S REPORT

City Manager Lazzaretto thanked the Council, all City departments, and the residents for the amazing way all are dealing with the Coronavirus Crisis; and requested submissions of community kindness reports.

9. COUNCIL COMMENTS AND CONFERENCE/MEETING REPORTS

Council Member Ding commented on his mobilization of community organizations for donations for San Gabriel staff and residents relative to the Coronavirus crisis.

Council Member Pu stated he is looking forward to Mayor Menchaca's leadership and recognized her as the first Latina Mayor of the City.

Vice Mayor Liao reported on a San Gabriel Valley Economic Partnership webinar which gave information on disaster grants and the Paycheck Protection Program.

Mayor Menchaca requested that Public Information Officer Jonathan Fu send information to Council Members about community acts of kindness.

10. CLOSED SESSION – NONE

11. ADJOURNMENT

Mayor Menchaca adjourned the meeting at 8:26 p.m.

Respectfully submitted:

Sharon F. Clark
SHARON F. CLARK, Chief City Clerk

Approved this 5th day of May, 2020:

Denise Menchaca
DENISE MENCHACA, Mayor