



**MINUTES OF DECEMBER 3, 2019
SPECIAL 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 7:30 p.m. on Tuesday, December 3, 2019, 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; Deputy City Attorney Marc Tran; 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; Management Specialist/Acting Finance Director Paula Chamberlain, Human Resources/Risk Management Director Edward Macias, and Assistant City Clerk Marilyn Bonus.

1. APPROVAL OF AGENDA ORDER

A motion was made by Council Member Costanzo, seconded by Council Member Liao, to approve the agenda order. Hearing no objection, Mayor Pu announced that the agenda order was approved.

2. PRESENTATIONS

A. 2019 EMPLOYEE SERVICE AND RECOGNITION AWARDS

Presentation was made by City Manager Lazzaretto.

B. INTRODUCTION OF PUBLIC WORKS INSPECTOR RAMON GUTIERREZ

Presentation was made by Public Works Director/City Engineer de Vinck.

3. PUBLIC COMMENT – None.

4. CONSENT CALENDAR

Item 4C was pulled by Vice Mayor Menchaca, and items 4G and 4H were pulled by Council Member Costanzo for separate discussion.

A motion was made by Vice Mayor Menchaca, seconded by Council Member Costanzo, to approve items 4A – 4B, 4D – 4F, and 4I as presented.

Motion approved Consent Calendar items 4A – 4B, 4D -4F, and 4I as presented by a vote of 5-0 as follows:

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

Regarding item 4C, Vice Mayor Menchaca stated that the City needs to do a study on impact fees to be sure we are charging the correct levels. Discussion ensued on costs and funding sources for the study.

Regarding item 4G, Council Member Costanzo commended staff for installing the crosswalk, which is needed on Broadway, and expressed her desire for it to be enhanced further to make it as effective as possible.

City Manager Lazzaretto responded that the project includes signs preceding both sides of crosswalk.

Regarding item 4H, Council Member Costanzo stated that she pulled the item to thank Police Chief Harris and the Police Department for being innovative and seeing beyond the norm to enhance City services and protect the community.

In response to an inquiry from Council Member Liao, Police Chief Harris stated the vehicles will be used for special details in the Valley Boulevard corridor to impact some of the larcenies and crimes in the area.

A motion was made by Council Member Liao, seconded by Vice Mayor Menchaca, to approve items 4C, 4G, and 4H as presented.

Motion approved Consent Calendar items 4C, 4G, and 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 November 19, 2019.
2. Minutes of the City Council Regular Meeting of November 19, 2019.
3. Minutes of the City Council Special Meeting of November 21, 2019.

B. MATERIAL DEMANDS

City Council approved the November 7, 2019, and November 15, 2019, Registers of Demands and Warrants for the payment of City expenditures.

C. DEVELOPMENT IMPACT FEE COMPLIANCE REPORT REQUIRED PURSUANT TO GOVERNMENT CODE §66006 FOR FY 2018-19

City Council received and filed the Annual Development Impact Fee Compliance Report for FY 2018-19 in accordance with Government Code §66006.

D. ADOPTION OF RESOLUTION NO. 19-58 TO APPROVE FINANCE DEPARTMENT REORGANIZATION AND RELATED ACTIONS

City Council adopted **Resolution No. 19-58**, approving the Finance Department reorganization, the position classification specification and salary schedule for the Assistant Finance Director position, the retitling of the Finance Clerk I/II position to Accounting Technician I/II, the position classification specification for the Project Manager position, and the amended salary schedule.

E. INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING TITLE III, SECTION 34 OF THE SAN GABRIEL MUNICIPAL CODE – FINANCE AND REVENUE

City Council:

1. Waived full reading, read by title only, and introduced for first reading **Ordinance No. 660** amending Title III, Section 34 of the San Gabriel Municipal Code, pertaining to Budget Administration and Annual Audit; and
2. Directed the City Clerk to schedule the second reading and adoption of Ordinance No. 660 for the next regular City Council Meeting.

F. CERTIFIED LOCAL GOVERNMENT (CLG) PROGRAM APPLICATION

City Council adopted **Resolution No. 19-60** authorizing the application and certification for the certified local government historic preservation program.

G. INSTALLATION OF CROSSWALK MARKINGS AND SIGNAGE ON BROADWAY FOR SMITH PARK

City Council accepted and approved the mid-block crosswalk design sketch for construction on Broadway adjacent to Smith Park.

H. PURCHASE OF TWO T3 MOTION PATROLLER ELECTRIC STANDUP VEHICLES AND ADOPTION OF RESOLUTION NO. 19-59 AMENDING THE 2019-20 OPERATING BUDGET

City Council approved the implementation of the San Gabriel Police Department's new alternative program with the purchase of two T3 Motion Patrollers for a total cost of \$28,459.05, authorized the use of Finance Department budget savings to fund the equipment, and adopted **Resolution No. 19-59** amending the 2019-20 Operating Budget by increasing the revenue estimate (transfer-in) and appropriations in the Capital/Special Projects Fund by \$28,460.

I. 2020 LUNAR NEW YEAR FESTIVAL

City Council:

1. Waived the formal bid purchasing procedure requirement;
2. Approved the Professional Services Agreement with KCM Agency for \$30,000 base fee plus expense reimbursement up to an additional \$52,000; and

3. Authorized the transfer of \$52,000 from the Non-Departmental – Citywide Services Contingency line-item to the Non-Departmental – Community Engagement Special Events line-item.

5. **PUBLIC HEARING** – None.

6. **NEW BUSINESS** – None.

7. **PUBLIC COMMENT** – None.

8. **CITY MANAGER’S REPORT**

City Manager Lazzaretto provided an update on the outreach and education campaign for the sales tax ballot measure.

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

Council Member Liao reported on his attendance at the National League of Cities convention at San Antonio, Texas.

Council Member Costanzo announced the San Gabriel Chamber of Commerce Holiday Mixer at the Hilton on December 11, 2019, from 6:00-8:00 P.M.

Vice Mayor Menchaca commented on the upcoming City Council election, new voting centers, San Gabriel tax measure and U.S. Census 2020; expressed her desire to make sure those messages are clear to residents; and wished everyone a Happy Holiday.

Council Member Harrington referenced a recent article regarding San Gabriel which said that Council Member Liao had discussed closed session items, expressed his concern that the City Council has no way to address this, and requested that an item be agendized to adopt a Code of Conduct and Ethics for Council Members.

There was a consensus of the City Council to agendize a Code of Conduct item for Spring 2020.

Council Member Harrington wished everyone a Merry Christmas and Happy New Year.

Mayor Pu, in relation to the Nexus study and impact fees, expressed his desire for a mega-meeting on revenue enhancements and polled the City Council for a consensus to address those items, including business licensing and refinancing the Public Works facility loan. There was a consensus of the City Council to address the matter in Spring 2020.

Mayor Pu reported on San Gabriel Valley Council of Governments Transportation and full Board meetings.

10. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code Section 54956.9[d][1])

Deputy City Attorney Marc Tran provided supplemental information to the description of the agenda item as follows:

One case: Goltermann v. City of San Gabriel
Case No. 2:19-cv-09575-SVW-PLA
U.S. District Court, Central District, Western Division

RECESS AND RECONVENE

Mayor Pu recessed the meeting at 8:25 p.m. and reconvened the meeting into closed session at 8:30 p.m.

10. CLOSED SESSION (continued)

A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code Section 54956.9[d][1])

One case: Goltermann v. City of San Gabriel
Case No. 2:19-cv-09575-SVW-PLA
U.S. District Court, Central District, Western Division

There was no reportable action.

11. ADJOURNMENT

Mayor Pu adjourned the meeting at 8:48 p.m.

Respectfully submitted:

JULIE NGUYEN, City Clerk

Approved this 7th day of January, 2019:

JASON PU, Mayor