MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
SPECIAL MEETING OF
MARCH 26, 2020

> Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapuente.org.

A Special Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Thursday, March 26, 2020, at 11:00 a.m.

CALL TO ORDER

Mayor Klinakis called the meeting to order at 11:00 a.m.

ROLL CALL

Members present:	Klinakis, Lewis (via teleconference), Munoz, Holloway (via teleconference), Solis.
Members absent:	None.
Staff members present:	City Manager Bob Lindsey, City Attorney Jamie Casso (via teleconference), Director of Administrative Services Troy Grunklee, Director of Development Services John Di Mario, City Clerk Sheryl Garcia, Director of Community Services Roxanne Lerma, Principal Accountant Alex Merkel-Medina and Management Assistant Cece Dunlap.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

ORAL COMMUNICATIONS

Manuel Maldonado expressed his concern regarding the preparation of the Hacienda La Puente Unified School District in response to COVID-19.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF MARCH 10, MARCH 13 AND MARCH 17, 2020

A motion was made by Council Member Munoz, seconded by Council Member Solis, to waive the reading and approve the Minutes of the City Council and Successor Agency meetings of March 10, March 13 and March 17, 2020. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

Mayor Klinakis requested Item D-7 be removed from the agenda.

Council Member Holloway pulled Items D-2 and D-4 for further discussion.

Mayor Pro Tem Lewis pulled Item D-8 for further discussion.

A motion was made by Council Member Munoz, seconded by Council Member Solis, to approve Consent Calendar Items D-1, D-3, D-5, D-6, D-9 and D-10. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1489

Staff Recommendation: It is recommended that the City Council and Successor Agency adopt Resolution No. 20-5549 approving Warrant Register No. 1489.

D-2 PRESENTATION OF FEBRUARY 2020 INVESTMENT REPORT

This item was pulled by Council Member Holloway for further discussion.

Council Member Holloway inquired regarding COVID-19's impact on the City's investments. Director of Administrative Services Grunklee provided a brief staff report on the City's investments.

A motion was made by Council Member Holloway, seconded by Council Member Munoz to receive and file this report. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D-3 PRESENTATION OF FEBRUARY 2020 REQUISITION SUMMARY REPORT

Action taken: The City Council received and filed this report.

D-4 CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO SPORTS FIELD SERVICES FOR LA PUENTE PARK ATHLETIC FIELD RENOVATION IN THE AMOUNT OF $170,706.00

This item was pulled by Council Member Holloway and there was no discussion on the item.

A motion was made by Council Member Munoz, seconded by Council Member Solis to: (1) award the contract to Sports Field Services in the amount of $170,706.00; and (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D-5 CONSIDERATION OF APPROVAL OF A PURCHASE ORDER CONTRACT WITH TURFSTAR WESTERN FOR THE PURCHASE MOWING AND MAINTENANCE EQUIPMENT IN AN AMOUNT NOT TO EXCEED $307,985.92 AND A LEASE AGREEMENT FOR ADDITIONAL MOWING AND MAINTENANCE EQUIPMENT TO BE USED EXCLUSIVELY AT LA PUENTE PARK IN AN ANNUAL AMOUNT OF $18,145.00

Action taken: The City Council: (1) approved the purchase order contract with Turfstar Western for the purchase mowing and maintenance equipment to be used exclusively at La Puente Park; (2) entered into a 48-month FMV lease contract with TCF National Bank for two mowers; and (3) authorized the City Manager to execute, on behalf of the City, all documents necessary to effectuate this action.

D-6 CONSIDERATION OF A RESOLUTION DECLARING AS SURPLUS PROPERTY THREE VEHICLES IN THE CITY'S FLEET, AUTHORIZING THE SALE OF THE SURPLUS VEHICLES BY ENTERPRISE FLEET MANAGEMENT FOR THE SALE OF THE VEHICLES

Action taken: The City Council: (1) adopted Resolution No. 20-5550 declaring as surplus property, three vehicles in the City's fleet, authorizing the sale of the surplus vehicles at auction; and (2) authorized the City Manager to execute the Agreements on behalf of the City.

D-7 CONSIDERATION OF A RESOLUTION RESCINDING RESOLUTION NO. 19-5535 AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM FOR FULL-TIME POSITIONS TO ADD ONE FULL TIME OFFICE SPECIALIST POSITION FOR THE DURATION OF THE EMERGENCY RESPONSE TO COVID-19

At the request of Mayor Klinakis, this item was removed from the agenda.

D-8 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH ACE FENCE COMPANY FOR MAINTENANCE YARD AND BATTING CAGE FENCING IN THE AMOUNT OF $166,904.00

This item was pulled by Mayor Pro Tem Lewis for further discussion.

Director of Development Services provided a staff report. Discussion ensued regarding the bid process and coordination of other fencing projects for the park.

A motion was made by Council Member Solis, seconded by Council Member Munoz to: (1) award the contract to Ace Fence Company in the amount of $166,904.00; and (2) authorize the City Manager to execute the contract on a form prepared by the City Attorney and approve change orders up to 10% of the original bid amount. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

D-9 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH BARKSHIRE LASER LEVELING, INC. FOR SPORTS FIELD LASER LEVELING SERVICES AT LA PUENTE PARK IN THE AMOUNT OF $57,845.57

Action taken: The City Council: (1) approved the Agreement with Barkshire Laser Leveling, Inc. in the amount of $57,845.57; and (2) authorized the City Manager to execute the Agreement on behalf of the City.

D-10 RECEIVE AND FILE REPORT ON STORM DRAIN REPAIRS ON NANTES AVENUE AND ECTOR STREET

Action taken: The City Council received and filed this report.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 CONSIDERATION OF THE AMENDED AND RESTATED PROCLAMATION AND ORDER OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, PROCLAIMING EXISTENCE OF A LOCAL EMERGENCY

City Attorney Casso provided a staff report on this item and noted the amendment to the proclamation was to include language addressing Governor Newsom's recent moratorium banning the enforcement of eviction orders for renters affected by COVID-19.

A motion was made by Council Member Holloway, seconded by Mayor Pro Tem Lewis to approve the Amended and Restated Proclamation Proclaiming Existence of a Local Emergency. The motion carried by the following roll call vote:

AYES:	Klinakis, Lewis, Holloway, Munoz, Solis
NOES:	None
ABSTAIN:	None
ABSENT:	None

E-2 DISCUSSION AND DIRECTION REGARDING ACTIONS IN RESPONSE TO COVID-19

City Manager Lindsey gave an update regarding the City's Emergency Operations Center coordination with the Sherriff's Department and Area D Disaster Management.

Council Member Holloway reported that Code Enforcement staff have been supportive and responsive during this time.

Council Member Munoz thanked City Council and City Staff for their hard work.

Council Member Solis thanked City Council and City Staff for their hard work.

Mayor Klinakis thanked City Staff for their cooperation and hard work.

Council Member Munoz emphasized the importance of keeping the community informed and engaged.

Council Member Solis stated that the community should be aware of scams during this time.

Mayor Pro Tem Lewis reported that the communications ad hoc committee has been working on updating the City's website and social media accounts to keep the community informed.

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Lewis reported that the Los Angeles County Public Health Department will be holding a live public briefing everyday online and via social media and encouraged everyone to watch.

Council Member Holloway reported that local markets are continuing to restock their critical items.

ORAL COMMENTS FROM STAFF

City Clerk Garcia reported that Management Assistant Dunlap obtained her Certified Municipal Clerk designation and thanked her for her hard work.

City Manager Lindsey reminded the public that the City hotline is active and City Hall is continuing operations amid the COVID-19 closure. He thanked staff for pulling together and sharing resources.

Mayor Klinakis reported that the La Puente Park construction, Valley Boulevard improvement and the street sign replacement projects are ongoing.

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 11:50 a.m.

Approved this 9th day of April, 2020.

Sheryl Garcia	Charlie Klinakis
City Clerk	Mayor/Chair