

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
SPECIAL MEETING OF
APRIL 9, 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.lapuate.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, April 9, 2020, at 11:00 a.m.

CALL TO ORDER

Mayor Klinakis called the meeting to order at 11:05 a.m.

ROLL CALL

Members present: Klinakis, Lewis (via teleconference), Munoz (via teleconference), 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 (via teleconference), Director of Development Services John Di Mario (via teleconference), City Clerk Sheryl Garcia, Director of Community Services Roxanne Lerma (via teleconference), Principal Accountant Alex Merkel-Medina (via teleconference), Management Assistant Cece Dunlap, and City Engineer William Pagett (via teleconference).

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

ORAL COMMUNICATIONS – None

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 26, 2020

A motion was made by Mayor Klinakis, seconded by Council Member Solis, to waive the reading and approve the Minutes of the City Council and Successor Agency meetings of March 26, 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

C-1 DISCUSSION AND UPDATE REGARDING LAW ENFORCEMENT

Captain Bobby Wyche of the Los Angeles County Sheriff's Department provided an update regarding law enforcement within La Puente.

Mayor Pro Tem Lewis thanked the Sheriff's Department for keeping the community safe.

Council Member Munoz thanked the Sheriff's Department for keeping the city safe and thanked Captain Wyche for the updates.

Council Member Holloway stated his appreciation for the Sheriff's Department and all of their hard work.

Mayor Klinakis thanked the Sheriff's Department for their hard work and outreach efforts to educate local businesses and the public regarding COVID-19.

City Manager Lindsey thanked the Sheriff's Department for their communication efforts and for the updates.

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

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

Council Member Solis pulled Items D-2, D-3, and D-4 for further discussion.

A motion was made by Council Member Munoz, seconded by Council Member Solis, to approve Consent Calendar Item D-1. 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 AUTHORIZING AGENTS TO EXECUTE FOR AND ON BEHALF OF THE CITY OF LA PUENTE FOR THE PURPOSE OF OBTAINING STATE AND FEDERAL DISASTER FINANCIAL ASSISTANCE

Action taken: The City Council adopted Resolution No. 20-5553 designating authorized agents to act on the City's behalf for disaster financial assistance.

D-2 CONSIDERATION OF A MEMORANDUM OF AGREEMENT BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND THE CITY OF LA PUENTE FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL VMT ANALYSIS MODEL

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

Director of Development Services Di Mario provided a staff report regarding implementing a state-mandated VMT analysis model for traffic studies within the City in participation with other cities in the San Gabriel Valley.

Discussion ensued regarding costs associated with the City conducting the study on its own; the reason for the study and its impact on the City; the determination of the cost according to the San Gabriel Valley Council of Governments; and the requirement of the study by the State.

A motion was made by Council Member Munoz, seconded by Mayor Klinakis, to: (1) approve the Memorandum of Agreement with San Gabriel Valley Council of Governments; and (2) authorize the City Manager to execute the Agreement on behalf of the City. The motion carried by the following roll call vote:

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

D-3 CONSIDERATION OF REJECTION OF ALL BIDS FOR THE NEIGHBORHOOD STREET IMPROVEMENTS ON VARIOUS CITY STREETS FY 19-20 AND AUTHORIZATION TO RE-ADVERTISE AND SOLICIT BIDS FOR THE PROJECT

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

In response to an inquiry by Council Member Solis regarding the reason for rebidding, Director of Development Services Di Mario noted there were discrepancies in the bid forms that were released and he noted the contractors that received hard copies of the bid documents had the correct bid forms while those that received electronic copies were incorrect.

In response to an inquiry by Council Member Solis regarding the engineer estimate on the bid, Director Di Mario clarified that the design fee is based on the engineer's estimate, and is adjusted depending on whether the bid amount is significantly higher or lower than the original engineer's estimate.

A motion was made by Council Member Munoz, seconded by Council Member Solis, to: (1) reject all bids received for the Neighborhood Street Improvements on Various Streets FY 19-20; and (2) authorize Staff to re-advertise and solicit bids for the Project. The motion carried by the following roll call vote:

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

- D-4 CONSIDERATION OF: (1) A CHANGE ORDER WITH LEONIDA BUILDERS, INC. FOR SEWER AND PARK IMPROVEMENTS AT LA PUENTE PARK IN THE AMOUNT OF \$200,000.00; AND (2) A RESOLUTION AMENDING THE FISCAL YEAR 2019/20 CAPITAL BUDGET

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

City Manager Lindsey provided a staff report regarding additional sewer line pipe extending to the City maintenance yard.

Direction was provided to Staff to survey the condition of the sewer line and bring the item back within the next week.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

- E-1 DISCUSSION AND DIRECTION REGARDING ACTIONS IN RESPONSE TO COVID-19

Discussion ensued regarding canceling or extending Spring Tiny Tots, Tiny Tot Graduation, Summer Youth Basketball League, Summer Tiny Tots, and the Summer Lunch Program. City Council provided direction to Staff to bring item back at the next City Council Meeting.

Discussion ensued regarding Little League, the anticipated timeline and impact of COVID-19 on the remainder of the Little League season, and the timing of the renovation of the La Puente Park athletic fields. Staff was directed to bring back the item at the next City Council meeting.

Discussion ensued regarding the timing of the 3rd of July event in coordination with the La Puente Park athletic fields' renovation and the impact of the event due to COVID-19. Direction was given to Staff to bring back the item at the next City Council meeting.

ADHOC COMMITTEE REPORTS

Code Enforcement: Nothing to report.

La Puente Park Master Plan and Youth Program Oversight: Nothing to report.

Military Banner Recognition Program: Nothing to report.

Comprehensive Fee Schedule: Nothing to report.

Communications: Mayor Pro Tem Lewis reported that the ad hoc committee met and discussed the following items:

1. Emergency Operations Center Daily Update Memo
2. Social Media Monitoring and Sharing of Info
3. Support La Puente Local Restaurants List

The full report of the Communications Ad Hoc Committee notes is attached to these minutes as Attachment "A".

Electronic Billboards: Nothing to report.

Education and Puente Pride Commissions: Nothing to report.

Park Ordinance Oversight: Nothing to report.

Public Health: Mayor Pro Tem Lewis reported that the ad hoc committee met and discussed the following items:

1. Department of Public Health Update
2. Food Resources
3. COVID-19 Testing Availability

The full report of the Public Health Ad Hoc Committee notes is attached to these minutes as Attachment "B". Mayor Pro Tem Lewis further recommended that all City staff wear masks.

ORAL COMMENTS FROM COUNCIL – None

ORAL COMMENTS FROM STAFF

City Manager Lindsey clarified that the San Gabriel Valley Council of Governments' cost of the San Gabriel Valley Regional VMT analysis is equally proportionate among the cities.

He further noted that the City is currently accepting applications for all three City Commissions and stated that applications are due on May 8, 2020.

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 1:10 p.m. in memory of Ana Aguirre.

Approved this 16th day of April, 2020.



Sheryl Garcia
City Clerk



Charlie Klinakis
Mayor/Chair

Attachment "A": Communications Ad Hoc Committee Notes

Attachment "B": Public Health Ad Hoc Committee notes

Communications Ad Hoc Committee Meeting 4-09-2020
Councilmembers Dan Holloway and Violeta Lewis

For submission into the record of City Council Meeting 4-09-2020 at 11:00 a.m.

1. Emergency Operations Center Daily Update Memo

We would like to request that a daily memo is produced and emailed to all staff and council members informed of the current state. This memo will be modeled on the County of LA Emergency Operations Center COVID-19 Update

LOS ANGELES COUNTY EMERGENCY OPERATIONS CENTER
COVID-19 UPDATE
Date: 04/07/2020 Time: 3:30 P.M.

@CountyofLA /CountyofLA
Information Line: 211
Media Line: (424) 421-3775
Media Email: pld@coosom.lacounty.gov
Website: <https://covid19.lacounty.gov/>

FACTS			
Incident Type: Public Health Emergency			
First US Case: January 21, 2020		First LA County Case: January 26, 2020	
Total Cases: 6,910	Cases Today: 550	Total Deaths: 169	Hospitalized (ever): 1,510

SITUATION AS OF April 7, 2020

SITUATION SUMMARY: The following public information is a high-level summary of events being managed by the Los Angeles County Emergency Operations Center tasked with the emergency response and coordination of Countywide resources to address the COVID-19 disaster. Please share this information with your family, fellow residents, municipal, state & community partners.

- To receive regular updates, sign up for our **GovDelivery** distribution list here: <https://bit.ly/2Q8EkhQ>
- 85 of the 88 Cities (96%) in Los Angeles County have proclaimed a Local Emergency
- Los Angeles County is still providing essential services, but County buildings remain closed to the public. For a comprehensive list and updates by department, refer to the Continuity of Operations Plan (COOP) section on Page 7 of this document

PUBLIC HEALTH INFO ABOUT COVID-19: The Los Angeles County Department of Public Health is actively monitoring the number of COVID-19 cases reported throughout the County.

Source	Number of Cases	Deaths
Los Angeles County (excl. LB & Pas)	6,608	164
City of Long Beach	230	3
City of Pasadena	72	2
LA Co. Public Health (Total)	6,910	169

Confirmed Cases by Age Group

Los Angeles County (excl. LB & Pas)	Total Cases
0 - 17	73
18 - 40	2246
41 - 65	2892
Over 65	1304

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2. Social Media Monitoring and Sharing of Info

Monitoring of social media and posting to The City of La Puente page should occur on a daily basis. All daily updates from the County of LA, Department of Public Health, Office of Hilda Solis, and the State of California should be pass through items and should not wait for ad hoc committee approval.

- Who has been assigned to this team and what is the schedule?
- Constituent messages on social media are being monitored by the Ad Hoc committee on a daily basis and should be responded to within 24-28 hours with assistance from city staff. Roxanne Lerma to coordinate

3. Support La Puente Local Restaurants List

- Staff has been collecting information regarding open restaurants by Recreation staff and Code Enforcement. Please compile into a .pdf that can be easily shared in social media channels and the City website

Department of Public Health Update

As of 4/08/2020 at 12pm

Total cases 7530

Deaths - 198

City of La Puente - 14 cases

Continue to provide updates on media channels

YouTube Video updates by Mayor and Mayor Pro Tem at least every 2-3 days

City Website: <https://www.lapuate.org>

Facebook "City of La Puente, California – Government" @cityoflapuate

Instagram @cityoflapuateofficial

Twitter @cityoflapuate

City Hotline 626-855-1511

Food Resources

- LA County Home Food Delivery for Seniors 800-510-2020
- San Gabriel Valley Emergency Food Assistance Program 626-575-5431
- YWCA Meals for Seniors in Coordination with La Puente Senior Center – Status update moving to home delivery instead of pickup?

COVID-19 Testing Availability

Pomona Fairplex COVID-19 testing site

Gate 17. By appointment ONLY. Appointments slots are available.

Details:

The link for scheduling an appointment: <https://covid19.lacounty.gov/testing/>

- Should the person not have internet access, they may also call 2-1-1 who can make the appointment for them.
- Testing is available 7 days a week 9:00 am – 4:00 pm for those who meet the requirements.

Requirements:

- Those with symptoms who are 65 and older.
- Those with symptoms who have underlying chronic health conditions.
- Those who are subject to a mandatory 14-day quarantine period due to a confirmed COVID-19 exposure (with more than 7 days of quarantine remaining).

Testing in West Covina

AltaMed 1300 S. Sunset Avenue, West Covina is offering drive through testing. Call 888-499-9303 or 562-205-4309 for a pre-screening and a health care worker will determine if you should stay home or come to the site for an evaluation. The site will be open from 8 a.m. to 5 p.m. Mondays, Wednesdays, Fridays and Saturdays and from 9 a.m. to 5 p.m. on Tuesdays and Thursdays. A fee for the pre-evaluation will be on a sliding scale, meaning you pay what you're able to. No one will be turned away if they can't pay. The testing itself is free.