

**MINUTES  
SPECIAL MEETING  
OF THE SAN MARINO CITY COUNCIL  
FRIDAY, JULY 31, 2020 AT 8:30 A.M.  
SAN MARINO CENTER**

**CALL TO ORDER:** Mayor Shepherd Romey called the regular meeting to order at 8:31 a.m. in the City Hall Council Chambers, located at 2200 Huntington Drive, San Marino, California 91108.

**PLEDGE OF ALLEGIANCE:** Mayor Shepherd Romey led the Pledge of Allegiance.

**ROLL CALL:**       **PRESENT:** Council Member Huang, Council Member Jakubowski, Council Member Talt, Vice Mayor Ude, and Mayor Shepherd Romey

**ABSENT:** None

**PUBLIC COMMENTS**

The following person(s) spoke:  
None

**CONSENT**

Council Member Talt moved, seconded by Council Member Huang, to approve the consent calendar.

Motion passed by the following vote:

**AYES:**           Council Member Huang, Council Member Jakubowski, Council Member Talt, Vice Mayor Ude, and Mayor Shepherd Romey  
**NOES:**           None  
**ABSTAIN:**       None  
**ABSENT:**       None

**I. ACCEPTANCE OF DONATION FROM THE UNIVERSAL SUNLIGHT FOUNDATION FOR THE SAN MARINO POLICE DEPARTMENT**

The Council accepted the donation from the Universal Sunlight Foundation and appropriate \$5,000 of donated funds to the San Marino Police Department Account 281-30-3601-0000 (Police Donations Received).

**2. REQUEST FOR AUTHORIZATION TO PROCURE CAPITAL EQUIPMENT FOR THE POLICE DEPARTMENT**

The Council approved the purchase of six (6) police cars and two (2) motorcycles in the amount not to exceed \$397,518 in FY2020-21 from account 591-30-4613-9300 – Police Capitalized Equipment – Vehicles.

**NEW BUSINESS**

Item 6 was taken out of order by Mayor Shepherd Romey and was heard prior to Item 3.

**6. AWARD OF A PROFESSIONAL DESIGN SERVICES AGREEMENT IN THE AMOUNT OF \$349,660 TO CRANE ARCHITECTURAL GROUP OF FULLERTON FOR THE SAN MARINO CENTER RENOVATION PROJECT**

Parks and Public Works Director Throne presented the staff report for this item.

Acting City Clerk Merlo read a summary of comments received in advance of the meeting from the following people:

Jennifer Barberie  
Laurie Barlow  
Fran Benuska  
Laureen Chang and Peter Brockett  
Doris Christensen  
Rick Copeland  
Don Crowell  
C Frederick and Leila Milkie  
Joyce Gatsoulis Batnij  
Wendy Greenleaf  
Dan Grifka  
Susan Gundell  
Karen Habib  
Hal Harrigian  
David Hensley  
Stephanie Johnson  
Andrew Ko  
Diane Lam  
Mike and Lorraine Leyva  
Benjamin Miller  
Suzy Moser  
Diana Nixon  
Jason Omori  
Matt Omori  
David Omori  
Kathy Osegueda  
Dale Pederson  
Wendy Pylko  
Ghassan Roumani  
Mona Roumani  
Tom Sachs and Carolyn Chapman

Shannon and Kevin Snaer  
Jordan Sollitto  
Emma Tam  
William Tam

Acting City Clerk Merlo read written comments into the record from the following person(s):  
Margo Manolescu

The following people spoke:  
Diane Lam  
Liz Hollingsworth  
Ghassan Roumani

Mayor Shepherd Romey moved, seconded by Council Member Huang, to have staff come back with an extended period of public input, and to reject the agreement with Crane at this time, and to leave it up to the Community Task Force to finalize the needs and communicate the wishes of residents, and then go back and search for an architect.

Motion failed by the following vote:

AYES: Council Member Huang, Mayor Shepherd Romey  
NOES: Council Member Jakubowski, Council Member Talt, and Vice Mayor Ude  
ABSTAIN: None  
ABSENT: None

Council Member Talt moved, seconded by Vice Mayor Ude, to award a professional design services agreement in the amount of \$349,660 to Crane Architectural Group of Fullerton, California, which is attached as Attachment I to the staff report, for the preparation of plans, specifications and cost estimates for the renovation of the San Marino Center, and to begin the engagement of substantial public input and authorize the City Manager to execute the agreement on behalf of the City, subject to the amendment with respect to the three week public engagement period – that is withdrawn and instead we will have substantial public input.

Motion passed by the following vote:

AYES: Council Member Jakubowski, Council Member Talt, Vice Mayor Ude  
NOES: Council Member Huang, Mayor Shepherd Romey  
ABSTAIN: None  
ABSENT: None

Council Member Jakubowski moved, seconded by Council Member Talt, to immediately form a San Marino Center Ad Hoc Oversight Committee comprised of the two recreation liaisons and community representatives including but not limited to: a parent, a recreation consumer, a senior, a library oversight body liaison, a San Marino Center adjacent resident, an in-town civic group representative, two representatives with architectural or DRC/Planning Commission experience, and an at-large position. The selection of this committee would be determined by the two Liaisons and the City Manager. This group would first receive the draft architectural plan for review before presenting it to City Council for approval, receive the final plan prior to presentation to Council later this year, and remain available for any related expertise or input as needed during the entire architectural process. This group will meet at least biweekly to discuss the reliable use and adherence to the community input as received and supported by the City Council.

Motion passed by the following vote:

AYES: Council Member Huang, Council Member Jakubowski, Council Member Talt, Vice Mayor Ude, and Mayor Shepherd Romey  
NOES: None  
ABSTAIN: None  
ABSENT: None

### **3. POLICE UPDATE, JANUARY 1, 2020 THROUGH JUNE 30, 2020**

Police Chief Incontro presented the staff report for this item.

The following person(s) spoke:  
None

Council Member Jakubowski moved, seconded by Council Member Huang to receive and file the Police Department Update, for the period from January 1, 2020 to June 30, 2020.

Motion passed by the following vote:

AYES: Council Member Huang, Council Member Jakubowski, Council Member Talt, Vice Mayor Ude, and Mayor Shepherd Romey  
NOES: None  
ABSTAIN: None  
ABSENT: None

### **4. RECOMMENDATION TO CARRY OVER FY2019-20 UNUSED ACCRUED ADMINISTRATIVE LEAVE FOR THREE MONTHS**

City Manager Marlowe presented the staff report for this item.

The following person(s) spoke:  
None

Council Member Talt moved, seconded by Council Member Huang to extend the expiration date of the FY 2019-20 administrative leave to September 30, 2020, as follows: Executive Team Managers – an amount not to exceed 20 hours; General Managers, with the exception of the Police Commander – an amount not to exceed 16 hours; the Police Commander – an amount not to exceed 20 hours; and the Recreation Supervisor – an amount not to exceed 2.5 hours.

Motion passed by the following vote:

AYES: Council Member Huang, Council Member Jakubowski, Council Member Talt, and Vice Mayor Ude  
NOES: Mayor Shepherd Romey  
ABSTAIN: None  
ABSENT: None

**5. DENIAL OF CLAIM AGAINST THE CITY FILED BY LAURIE BARLOW**

Council Member Talt recused himself from this item due to Ms. Barlow being a continuing client of his. Council Member Talt left the room at 12:05 p.m. and returned after the conclusion of this item.

Senior Counsel Lynch presented the staff report for this item.

The following person(s) spoke:  
None

Council Member Huang moved, seconded by Vice Mayor Ude to reject the claim that was filed against the City by Laurie Barlow and directed the Acting City Clerk to provide written notice of the City Council's action to Ms. Barlow.

Motion passed by the following vote:

AYES: Council Member Huang, Council Member Jakubowski, Vice Mayor Ude, and Mayor Shepherd Romey  
NOES: None  
ABSTAIN: None  
ABSENT: Council Member Talt (recused)

**WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED**

None

**PUBLIC COMMENTS**

The following person(s) spoke:  
None

**ADJOURNMENT**

Mayor Shepherd Romey adjourned the meeting at 12:15 p.m.

  
AMANDA MERLO  
ACTING CITY CLERK