

**MINUTES
SPECIAL MEETING
OF THE SAN MARINO CITY COUNCIL
WEDNESDAY, SEPTEMBER 9, 2020 AT 6:00 P.M.
SAN MARINO CENTER**

CALL TO ORDER: Mayor Shepherd Romey called the special meeting to order at 6:03 p.m. in the San Marino Center, located at 1800 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 spoke:
Dennis Kneier

Acting City Clerk Merlo read an email from the following person:
Stephanie Moreno

CITY MANAGER'S REPORT

City Manager Marlowe discussed the agenda and shared items of interest with the City Council and community.

MOTION TO WAIVE FURTHER READINGS

Council Member Huang moved, seconded by Mayor Shepherd Romey, to waive the reading of the entire text of the ordinances or resolutions.

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

CONSENT

Council Member Jakubowski requested to pull Item 13 from the consent calendar.

Council Member Talt requested to pull Item 10 from the consent calendar.

Council Member Talt moved, seconded by Council Member Jakubowski, to approve

consent calendar Items 1,2, 3, 4, 5, 6, 7, 8, 9, 11, 12 and 14.

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

1. RECEIVE AND FILE MONTHLY DISBURSEMENTS REPORT FOR JULY 2020

The City Council received and filed the Monthly Disbursements Report for the month of July 2020.

2. RECEIVE AND FILE MONTHLY DISBURSEMENTS REPORT FOR AUGUST 2020

The City Council received and filed the Monthly Disbursements Report for the month of August 2020.

3. CASH AND INVESTMENT REPORT FOR THE MONTH OF JUNE 2020

The City Council received and filed the Cash and Investment Report for the month of June 2020.

4. CASH AND INVESTMENT REPORT FOR THE MONTH OF JULY 2020

The City Council received and filed the Cash and Investment Report for the month of July 2020.

5. APPROVAL OF MINUTES

The City Council approved the minutes of the special meeting of July 8, 2020, special meeting of July 31, 2020 and special meeting of August 21, 2020.

6. UPDATE ON CITY RESPONSE TO THE COVID-19 PANDEMIC

The City Council received and filed the September 9, 2020 report on the City's response to the COVID-19 Pandemic.

7. APPROVAL TO PURCHASE TWO KUSTOM SIGNAL INC. RADAR LED PORTABLE MOUNTED DISPLAY (PMD) UNITS FOR \$7373.73

The City Council approved the purchase of two Kustom Signal Inc. Portable Mounted Display units for \$7373.73 and appropriated funds from account 591-30-4613-0589.

8. APPROVAL TO PURCHASE ONE STALKER SAM RADAR LED DISPLAY TRAILER FOR \$9,297.96

The City Council approved the purchase of one Stalker Sam Radar trailer, and appropriated \$9,297.96 from the General Fund unappropriated fund balance into account 591-30-4613-0589.

9. APPROVAL OF AN AMENDMENT TO THE AGREEMENT WITH ITERIS FOR THE CITYWIDE TRAFFIC CIRCULATION STUDY THROUGH JUNE 30, 2021

The City Council approved Amendment No. 1 to the Professional Services Agreement with Iteris, which extended the agreement through June 30, 2021, for the preparation of the citywide traffic study.

11. APPROVAL OF LIBRARY BOARD OF TRUSTEES REQUEST TO UTILIZE "SUMMARY" MINUTES FOR ITS MEETINGS

The City Council approved the request from the Library Board of Trustees and authorized utilization of the summary minutes format for its meetings.

12. APPROVAL TO PROCURE WATCHGUARD IN CAR VIDEO SYSTEMS IN AN AMOUNT NOT TO EXCEED \$61,383.70 AND WAIVE BIDDER REQUIREMENTS PER SMMC 02.06.05.B.2B

The City Council waived the bidding requirement of Municipal Code Section 02.06.05.B.2.B and approved the procurement of seven new in car video systems from WatchGuard, in an amount not to exceed \$61,383.70.

14. APPROVAL OF RESOLUTION R-20-21 TO AUTHORIZE SUBMITTAL OF A USED OIL PAYMENT PROGRAM APPLICATION AND RELATED AUTHORIZATIONS

The City Council approved Resolution R-20-21 to authorize the submittal of a used oil payment program application to CalRecycle.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

10. ADOPTION OF RESOLUTION NO. R-20-22 ELIMINATING THE RETIREMENT HEALTH SAVINGS PLAN FROM THE SALARY AND BENEFITS SCHEDULE FOR MANAGEMENT EMPLOYEES

Council Member Talt pulled this item for discussion.

Council Member Talt moved, seconded by Council Member Huang, to adopt Resolution No. R-20-22 to revise the salary and benefits schedule for management employees by deleting the RHSP, which is set forth in Section 17 of the Management Employees Salary and Benefits Schedule.

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

13. APPROVAL TO PURCHASE RESCUE AMBULANCE TO REPLACE RESERVE RESCUE AMBULANCE 791 FROM REPUBLIC EVS IN THE AMOUNT OF \$274,714.90.

Council Member Jakubowski pulled this item for discussion.

Fire Chief Rueda answered questions from the Council.

Council Member Jakubowski moved, seconded by Council Member Huang, to authorize the City Manager to proceed with the purchase of one Type I rescue ambulance in the amount of \$274,714.90 from Republic EVS.

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

PUBLIC HEARINGS:

17. APPEAL OF DESIGN REVIEW NOS. DRC19-27HP AND DRC19-28 2275 OAK KNOLL AVE., (LUI/LCRA)

This item was taken out of order, prior to Item 15.

Community Development Director Cervantes presented the staff report for this item and recommended a continuance to a future meeting due to an incomplete staff report.

Mayor Shepherd Romey opened the public hearing.

The following person(s) spoke:
Richard McDonald, applicant's attorney

Acting City Clerk Merlo read written comments from the following person:
Lan Yang

Council Member Talt moved, seconded by Council Member Huang, to continue the public hearing to the meeting of October 14, 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

CONTINUED BUSINESS

15. REVIEW AND DISCUSS THE TWO ARCHITECTURAL SCHEMES FOR THE SAN MARINO CENTER AND PROVIDE DIRECTION TO THE CITY MANAGER ON THE PREFERRED SCHEME

Parks and Public Works Director Throne presented the staff report.

The San Marino Center Renovation Task Force members presented their findings to the Council. Task Force Members present in person and via Zoom were: Al Boegh, Jennifer Giles, John Chou, Steve Domier, Raymond Cheng, Calvin Lo, Jaime Gertmenian, Angela Liang, and Toby Chou.

The following persons spoke:

Shirley Jagels
Ghassan Roumani
Linda Gutierrez
Joyce Batnij

Acting City Clerk Merlo read written comments from:
Marilyn Peck

Council Member Talt, seconded by Council Member Jakubowski, moved to continue discussion on the exterior of the building to the meeting of September 25, 2020.

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

The Council also provided direction on following design and construction issues:

Professional Cost Estimator

A majority of the Council gave direction to not use a professional cost estimator at this time (Council Member Huang and Mayor Shepherd Romey opposed).

Fireside Room

The Council unanimously gave direction to maintain the Fireside Room as a single room with upgraded appointments.

Main Room

A majority of the Council gave direction to utilize partitions to allow the room to be divided into three spaces (Council Member Huang and Mayor Shepherd Romey opposed).

Kitchen

The Council unanimously gave direction to construct a catering kitchen.

Stage

The Council unanimously gave direction to maintain the stage as a platform, not a full production stage.

Office Space

The Council unanimously gave direction to utilize the existing office space for a small meeting room.

Technology

The Council unanimously gave direction to install good quality A/V, WiFi, and PA systems, and a projector and/or large TV.

Fixtures, Furnishings, and Equipment

A majority of the Council decided to design the space in the "Courtyard by Marriott" style (Mayor Shepherd Romey opposed).

NEW BUSINESS

16. RECOMMENDATION FOR THE CITY COUNCIL TO CONCUR ON THE CITY MANAGER'S HIRING OF A COMMUNITY SERVICES DIRECTOR

This item was removed from the agenda by City Manager Marlowe.

PUBLIC HEARING

18. APPROVAL OF ORDINANCE NO. O-20-1367 REGARDING THE REGULATION OF APPEALS

Community Development Director Cervantes presented the staff report.

The following person(s) spoke:

Shirley Jagels

Council Member Jakubowski moved, seconded by Vice Mayor Ude, to waive full reading and introduce for first reading by title only, Ordinance No. O-20-1367, an Ordinance of the City of San Marino Amending the Regulations for Appeals, as amended.

Motion passed by the following vote:

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

19. APPROVAL OF ORDINANCE NO. O-20-1368 REGULATING ACCESSORY DWELLING UNITS

Senior Counsel Lynch presented the staff report.

The following person(s) spoke:
None

Council Member Talt moved, seconded by Council Member Jakubowski, to waive full reading and introduce for first reading by title only Ordinance No. O-20-1368, Ordinance of the City of San Marino Amending the Regulations for Accessory Dwelling Units, as amended.

Motion passed by the following vote:

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

20. APPROVAL TO CONTINUE THE TREE PRESERVATION ORDINANCE AND PUBLIC HEARING TO THE CITY COUNCIL MEETING ON SEPTEMBER 25, 2020

Council Member Talt moved, seconded by Council Member Jakubowski, to continue the Ordinance of the City of San Marino Amending the Regulations for Trees to the September 25, 2020 City Council meeting.

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

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED

None

COUNCIL REPORTS

Council Members offered various comments on matters impacting the community.

PUBLIC COMMENTS

The following person(s) spoke:
None

ADJOURNMENT

Mayor Shepherd Romey adjourned the meeting at 10:55 p.m.


AMANDA MERLO
ACTING CITY CLERK