

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
APRIL 11, 2018 - 6:00 P.M.**

CALL TO ORDER: Mayor Steve Talt called the meeting to order at 6:07 p.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, CA 91108.

PLEDGE OF ALLEGIANCE: Mayor Talt led the Pledge of Allegiance.

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

PUBLIC COMMENTS

The following person(s) spoke:

Nancy White, New Creation Picture Framing
Sharon Arthofer, San Marino

CITY MANAGER'S REPORT

City Manager Marcella Marlowe reported on the City's operations from the previous month.

MOTION TO WAIVE FURTHER READINGS

Council Member Jakubowski moved to waive the reading of the entire text of ordinances and resolutions; seconded by Council Member Shepherd Romey. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

PRESENTATIONS

1. PRESENTATION OF PROCLAMATION RECOGNIZING APRIL 8-14, 2018 AS NATIONAL LIBRARY WEEK

Mayor Steve Talt presented a proclamation to City Librarian Irene McDermott recognizing April 8-14, 2018 as National Library Week.

2. PRESENTATION OF PROCLAMATION TO ONE LEGACY AMBASSADOR CHRISTINE VALENZUELA PROCLAIMING APRIL AS DMV/DONATE LIFE CALIFORNIA MONTH

Mayor Steve Talt presented a proclamation to Donate Life Ambassador Christine Valenzuela proclaiming April as DMV/Donate Life California Month.

CONSENT CALENDAR

Mayor Talt requested that Item 4 be pulled from the Consent Calendar for discussion.

Council Member Shepherd Romey moved to adopt the Consent Calendar consisting of Items 3, 5, 6, 7, and 8; seconded by Vice Mayor Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

3. DISBURSEMENTS REPORT FOR MARCH 2018

Receive and file the Disbursements Report for the month of March 2018.

5. APPROVAL OF MINUTES

Approve the Minutes of the Joint Meeting with the Library Board of Trustees of March 14, 2018, the Regular Meeting of March 14, 2018, the Special Meeting of March 20, 2018, and the Special Meeting of March 21, 2018.

6. AN ORDINANCE OF THE CITY OF SAN MARINO REGARDING HISTORIC PRESERVATION AND DESIGN REVIEW REGULATIONS AND AMENDING THE SAN MARINO CITY CODE REGARDING THE SAME (SECOND READING).

Adopt Ordinance No. O-18-1336 on second reading.

7. AWARD OF CONSULTING AGREEMENT IN THE AMOUNT OF \$149,935 TO DUDEK FOR PREPARATION OF WASTEWATER COLLECTION SYSTEM MASTER PLAN

Award a professional services agreement in the amount of \$149,935 to Dudek of Encinitas, California, for the preparation of a wastewater collection system master plan.

8. AWARD OF CONSTRUCTION CONTRACT FOR CITYWIDE SIDEWALK REPLACEMENT (FEDERAL AID) PROJECT NO. 9272

1) approve the plans and specifications for the Citywide Sidewalk Replacement Project No. 9272; and 2) award a construction contract in the amount of \$93,492.95 to Toro Enterprise of Oxnard, California for the Citywide Sidewalk Replacement Project No. 9272; and 3) authorize the Parks and Public Works Director to approve contract change orders if warranted in a cumulative amount not-to-exceed \$9,350.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

4. MONTHLY FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2018

Mayor Talt moved to receive and file the monthly Financial Report for the month of February 2018; seconded by Council Member Ude. Following a roll call, the motion

carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

CITY TREASURER'S REPORT

9. CASH AND INVESTMENT REPORT FOR THE MONTH OF FEBRUARY 2018

City Treasurer Annie Han presented the report.

The following person(s) spoke:

Frank Arthofer, San Marino

Council Member Shepherd Romey moved to receive and file the Cash and Investment Report for the month of February 2018; seconded by Council Member Ude. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

CONTINUED BUSINESS

10. SELECTION OF LACY PARK RESTROOM CONFIGURATION

Parks and Public Works Director/City Engineer Michael Throne presented the staff report.

Council Member Jakubowski moved to direct the City Manager to proceed ahead with the final design of the Lacy Park restroom project incorporating stall arrangement option 2 and construction option B, advertise for construction bids, and submit to the City Council a recommendation for a construction budget and award of contract. The motion was seconded by Council Member Shepherd Romey. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

NEW BUSINESS

11. APPEAL OF DESIGN REVIEW CASE NO. DRC17-08, 1400 CIRCLE DRIVE (PROCEDURAL)

Council Member Jakubowski recused herself from this item since she was on the Planning Commission when this case was originally brought before the Planning Commission.

Council Member Shepherd Romey recused herself from this item since she spoke previously as a member of the public when this case was originally heard by the Planning Commission.

Planning and Building Director Aldo Cervantes presented the staff report.

The following person(s) spoke:

Scott Carlson, Attorney for the applicant

Vice Mayor Huang moved to instruct the City Clerk to set the matter for hearing within forty (40) days before itself. At such hearing, it shall hear and decide the case de novo. Such hearing shall be conducted in the manner and with the notice herein prescribed for the commission. The motion was seconded by Mayor Talt. Following a roll call, the motion carried 3-0-2 by the following vote: AYES: Council Member Ken Ude, Vice Mayor Steven Huang and Mayor Steve Talt. NOES: None. ABSENT: Council Member Susan Jakubowski and Council Member Gretchen Shepherd Romey.

Council Members Jakubowski and Shepherd Romey returned at 7:10 pm.

12. REDEMPTION OF 2007 SERIES A-1 PENSION OBLIGATION BONDS

Interim Finance Director Josh Betta presented the staff report.

Council Member Shepherd Romey moved to take no action to redeem the City's 2007 Pension Obligation Bonds and act only to receive and file this report; seconded by Council Member Ude. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

13. REPORT REGARDING FINANCIAL SUPPORT TO THE SAN MARINO UNIFIED SCHOOL DISTRICT

City Manager Marcella Marlowe presented the staff report.

Council Member Shepherd Romey moved to receive and file the report, seconded by Council Member Jakubowski. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

14. RECOMMENDATION BY THE CITY MANAGER FOR THE CITY COUNCIL TO EXTEND ITS CONCURRENCE ON THE HIRING OF JOSH BETTA AS FINANCE DIRECTOR

City Manager Marcella Marlowe presented the staff report.

The following person(s) spoke:

Annie Han, City Treasurer

Council Member Shepherd Romey moved to give City Council concurrence to the City Manager on the hiring of Mr. Josh Betta as the Finance Director; seconded by Council Member Jakubowski. Following a roll call, the motion carried 4-1 by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, and Mayor Steve Talt. NOES: Vice Mayor Steven Huang.

15. ADOPTION OF REVISED PERSONNEL RULES AND REGULATIONS

Human Resources Manager David Serrano presented the staff report.

Council Member Shepherd Romey moved to 1) Adopt Resolution No. R-18-05, Adopting Personnel Rules and Regulations; and 2) Direct the Human Resources Manager to continue to meet and confer, as required, with each labor association, regarding continuous review and improvement to the Personnel Rules and Regulations. The motion was seconded by Vice Mayor Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

PUBLIC HEARING

16. CODE AMENDMENT REGARDING NEW REGULATIONS FOR INCOMPLETE AND UNPERMITTED STRUCTURES (SECOND READING)

Planning and Building Director Aldo Cervantes presented the staff report.

Vice Mayor Huang left the meeting at 7:50 p.m., and returned at 7:51 p.m.

Mayor Talt opened the public hearing at 8:00 p.m. There being no public comments, the Mayor closed the public hearing.

Council Member Shepherd Romey moved to read by title only and adopt Ordinance No. O-18-1335 for second reading; seconded by Vice Mayor Huang. Following the reading of the title of Ordinance No. O-18-1335 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN MARINO AMENDING CHAPTER 1 OF ARTICLE 06 (ADMINISTRATIVE PROCEDURES AND PENALTIES FOR CODE VIOLATIONS) WITH REGARD TO INCOMPLETE AND UNPERMITTED STRUCTURES AND FINES, AND CHAPTER 25 (UNIFORM CODES) WITH REGARD TO NEW DEFINITIONS, PROHIBITIONS AND EXPIRATION PROVISIONS FOR TECHNICAL CODE PERMITS, ADOPTING CERTAIN ADMINISTRATIVE PROVISIONS IN THE CALIFORNIA BUILDING STANDARDS CODE BY

REFERENCE, AND AMENDING THE SAN MARINO MUNICIPAL CODE” into the record by the City Clerk and a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

WRITTEN OR PUBLIC WRITINGS DISTRIBUTED

The City Clerk reported that 2 written communications had been received regarding Agenda Item No. 11, which were distributed to the City Council and made available to the public in the City Hall lobby prior to the meeting.

COUNCIL REPORTS

There were no reports at this time.

PUBLIC COMMENTS

There were no public comments at this time.

ADJOURNMENT

The San Marino City Council adjourned at 8:03 p.m. to the next adjourned regular meeting to be held on **FRIDAY, APRIL 27, 2018, at 8:00 A.M.** in the Barth Room at the Crowell Public Library, 1890 Huntington Drive, San Marino, California.



VERONICA RUIZ, EMC
CITY CLERK