

**MINUTES  
ADJOURNED REGULAR MEETING  
OF THE SAN MARINO CITY COUNCIL  
APRIL 27, 2018 - 8:00 A.M.**

**CALL TO ORDER:** Mayor Steve Talt called the meeting to order at 8:01 a.m. in the Barth Room at the Crowell Public Library, 1890 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

Council Member Jakubowski moved to move up Item No. 4 on the agenda to immediately follow Item No. 1; 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.

**PUBLIC COMMENTS**

The following person(s) spoke:  
Cordelia Donnelly, San Marino

**STUDY SESSION**

**1. LONG TERM STRATEGIC FINANCIAL PLANNING COMMITTEE REPORT**

Long Term Strategic Financial Planning Committee Facilitator Jay Goldstone presented the report.

The following person(s) spoke:  
Dick Durant, San Marino  
Cordelia Donnelly, San Marino

Council Member Ude moved to adopt the Strategic Financial Planning Committee's recommendations 2a through 2e pertaining to Reserves; seconded by Vice Mayor Huang. Following a roll call, the motion carried 4-1 by the following vote: AYES: Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: Council Member Susan Jakubowski.

Council Member Shepherd Romey moved to direct staff to transfer the current reserve balance in excess of \$11 million to the Capital Improvement Fund prior to the end of the current fiscal year to be available for projects beginning in fiscal year 2019; 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.

Council Member Ude moved to accept the Strategic Financial Planning Committee's recommendations 1 through 3 pertaining to pension obligations and other post employment benefits; 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.

Council Member Jakubowski moved to accept the Strategic Financial Planning Committee's recommendations 1 and 3 pertaining to Infrastructure/Capital Spending Plan; 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.

Mayor Talt moved, with respect to items 2 and 4 pertaining to Infrastructure/Capital Spending Plan, to direct staff to immediately explore external options to pay for the infrastructure needs that will be identified upon the completion of item 3 in order to fulfill setting aside sufficient funds on an annual basis over a fourteen year period to bring our streets and other infrastructure up to appropriate conditions.

Mayor Talt withdrew his previous motion.

Mayor Talt moved to table item 2 until the completion of item 3; and, with respect to item 4, direct staff to immediately explore external options to pay for the City's infrastructure needs. The motion was 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.

Mayor Talt called for a recess at 9:33 a.m.

Mayor Talt reconvened the meeting at 9:40 a.m.

#### **4. DISCUSSION AND DIRECTION REGARDING THE FUTURE OF RECREATION PROGRAMMING**

City Manager Marcella Marlowe presented the staff report.

The following person(s) spoke:

Louise Cook, San Marino Recreation Commissioner  
Melissa Boozell, San Marino Recreation Commissioner  
Stephanie Perry, San Marino Recreation Commissioner

Timothy Yoo, San Marino Recreation Commissioner  
Chun Yen Chen, San Marino Recreation Commissioner  
Hal Suetsugu, San Marino Recreation Commission Vice Chair  
Raymond Woo, San Marino Recreation Commission Chair  
Dione Wu, San Marino  
David Lipps, San Marino (*submitted documents*)  
Parul Rastogi, San Marino  
Maryann Seduski, San Marino  
Hal Harrigian, San Marino

Council Member Jakubowski left the meeting at 10:40 a.m., and returned at 10:42 a.m.

The City Council directed staff to return at a future Council meeting with the following requested information: resident usage by program type; participation rates of San Marino residents in all programs; copies of the data that the Recreation Commission received in the past year; information pertaining to the limitations of license for extended care program; costs of all community events.

Council Member Ude moved to develop a plan to wind down the preschool; seconded by Vice Mayor Huang. Council Member Jakubowski asked for clarification on the definition of "wind down". Mayor Talt responded that "wind down" would mean moving towards complete closure. 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 Vice Mayor Steven Huang. NOES: Mayor Steve Talt.

Council Member Ude moved to develop a plan to wind down the after school program. There was no second, so the motion failed.

Council Member Jakubowski moved to direct staff prepare an analysis of using school property for the purpose of holding after school care; 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.

Mayor Talt moved to direct staff to have the list of Council requested information brought back at the June 13<sup>th</sup> regular meeting; seconded by Vice Mayor Huang. The motion carried 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.

Mayor Talt called for a recess at 11:27 a.m.

Mayor Talt reconvened the meeting at 11:35 a.m.

## 2. STRATEGIC PLAN

Council Member Gretchen Shepherd Romey presented the report.

City Manager Marcella Marlowe also reported on the strategic plan.

The City Council directed the City Manager to develop a plan and find opportunities to present the strategic plan to the community.

The following person(s) spoke:

Maryann Seduski, San Marino

Council Member Shepherd Romey moved to adopt and endorse the strategic plan; 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.

**3. AUTHORIZATION FOR THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH ENVISIO FOR PERFORMANCE MANAGEMENT SOFTWARE IN THE AMOUNT OF \$25,000**

City Manager Marcella Marlowe presented the staff report.

The following person(s) spoke:

Hal Harrigian, San Marino

Maryann Seduski, San Marino

Council Member Shepherd Romey moved to 1) Authorize the City Manager to execute a purchase agreement with Envisio for the Strategic Plan Manager, Performance Management, Employee Performance Management, Public Dashboard, and govBenchmark modules, in an amount not-to-exceed \$25,000 for the first year and \$13,230 as maintenance-related software costs on an ongoing annual basis; and 2) Authorize, per Citywide Financial Policies, Section 3, the transfer of \$25,000 in the Capital Projects Fund budget for 'El Molino Viejo Pedestrian Lights' project, 394-95-4600-5520, to a new budget in the Capital Equipment Fund, Fund 591, titled 'Performance Management Software,' with account designation created by the Finance Department. The motion was seconded by Council Member Jakubowski. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: Council Member Ken Ude.

**PUBLIC COMMENTS**

The following person(s) spoke:

Gene Ruckh, San Marino (*submitted documents*)

Hal Harrigian, San Marino

**ADJOURNMENT**

There being no further business to come before the City Council, the Mayor adjourned the meeting at 12:48 p.m.

  
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VERONICA RUIZ, CMC  
CITY CLERK