

**MINUTES  
REGULAR MEETING  
OF THE SAN MARINO CITY COUNCIL  
MAY 9, 2018 - 6:00 P.M.**

**CALL TO ORDER:** “Mayor for the Day” Lucy Wendling called the meeting to order at 6:00 p.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, CA 91108.

**PLEDGE OF ALLEGIANCE:** “Mayor for the Day” Lucy Wendling led the Pledge of Allegiance.

**ROLL CALL**           **PRESENT:** Council Member Jakubowski, Council Member Shepherd Romey, Mayor Talt, and “Mayor for the Day” Lucy Wendling

**ABSENT:** Council Member Ude, Vice Mayor Huang

**PUBLIC COMMENTS**

The following person(s) spoke:  
    Frank Arthofer, San Marino

**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, and Mayor Steve Talt. NOES: None. ABSENT: Council Member Ken Ude, Vice Mayor Steven Huang.

**PRESENTATIONS**

**1.       PRESENTATION OF CERTIFICATE TO STUDENT MAYOR FOR THE DAY – LUCY WENDLING**

Mayor Steve Talt presented a certificate recognizing Lucy Wendling for serving as “Mayor for the Day.”

**2.       RECOGNITION OF FORMER TRAFFIC COMMISSIONERS: HUNTER CHANG, JON CROWLEY, WENDY DOO, HAL SUETSUGU, CALVIN LO, AND SCOTT BRAXTON**

Mayor Steve Talt and “Mayor for the Day” Lucy Wendling presented City tiles to Former Traffic Commissioners: Hunter Chang, Jon Crowley, Wendy Doo, Hal Suetsugu, Calvin Lo, and Scott Braxton.

**3. PRESENTATION OF PROCLAMATION TO SAN MARINO HERITAGE RECOGNIZING MAY AS NATIONAL HISTORIC PRESERVATION MONTH**

Mayor Steve Talt and “Mayor for the Day” Lucy Wendling presented a proclamation to San Marino Heritage Founder Shirley Jagels recognizing May as National Historic Preservation Month.

**4. PRESENTATION OF PROCLAMATION TO CITY CLERK VERONICA RUIZ RECOGNIZING MAY 6-12, 2018 AS CITY CLERKS WEEK**

Mayor Steve Talt and “Mayor for the Day” Lucy Wendling presented a proclamation to City Clerk Veronica Ruiz recognizing May 6-12, 2018 as City Clerks Week.

**5. PRESENTATION OF PROCLAMATION TO PARKS & PUBLIC WORKS DIRECTOR/CITY ENGINEER MICHAEL THRONE RECOGNIZING MAY 20-26, 2018 AS PUBLIC WORKS WEEK**

Mayor Steve Talt and “Mayor for the Day” Lucy Wendling presented a proclamation to Parks & Public Works Director/City Engineer Michael Throne recognizing May 20-26, 2018 as Public Works Week.

Mayor Talt called for a recess at 6:23 p.m.

Mayor Talt reconvened the meeting at 6:24 p.m.

**CITY MANAGER’S REPORT**

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

**APPOINTMENTS**

**6. APPOINTMENTS TO THE LIBRARY BOARD OF TRUSTEES**

Council Member Shepherd Romey moved to 1) appoint current alternates Lois Derry and Eldon Swanson as Regular members of the Library Board of Trustees to each serve a term ending May 31, 2021; 2) appoint Stephen Domier as an Alternate member of the Library Board of Trustees to fill the term that will expire on May 31, 2020; and 3) appoint Genevieve Chien as an Alternate member of the Library Board of Trustees to fill the term that will expire on May 31, 2019. 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, and Mayor Steve Talt. NOES: None. ABSENT: Council Member Ken Ude, Vice Mayor Steven Huang.

**CONSENT CALENDAR**

Mayor Talt requested that Item 11 be pulled from the Consent Calendar for discussion.

Council Member Jakubowski moved to adopt the Consent Calendar consisting of Items 7, 8, 9, 10, 12, and 13; 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, and Mayor Steve Talt. NOES: None. ABSENT: Council Member Ken Ude, Vice Mayor Steven Huang.

7. **DISBURSEMENTS REPORT FOR APRIL 2018**  
Receive and file the Disbursements Report for the month of April 2018.
8. **MONTHLY FINANCIAL REPORT FOR THE MONTH OF MARCH 2018**  
Receive and file the monthly Financial Report for the month of March 2018.
9. **APPROVAL OF MINUTES**  
Approve the Minutes of the Adjourned Regular Meeting of March 30, 2018, the Special Meeting of April 11, 2018, the Joint Meeting with the Public Safety Commission of April 11, 2018, and the Regular Meeting of April 11, 2018.
10. **MEMORANDUM OF AGREEMENT TO PARTICIPATE IN STORMWATER QUALITY IMPROVEMENT AND MONITORING PROGRAMS FOR LOS ANGELES RIVER**  
Approve the memorandum of agreement for implementing the Enhanced Watershed Management Plan (EWMP) and the Coordinated Integrated Monitoring Program (CIMP) for the upper Los Angeles River Watershed Management Area.
12. **RESOLUTION AUTHORIZING INVESTMENT OF MONIES IN THE STATE TREASURER'S LOCAL AGENCY INVESTMENT FUND (LAIF)**  
Adopt Resolution No. R-18-07 and authorize City Manager Marlowe, Finance Director Betta and City Treasurer Han to sign Resolution.
13. **APPROVAL FOR THE CITY MANAGER TO TEACH AT THE UNIVERSITY OF LA VERNE**  
Offer the City Council's express consent to City Manager Marcella Marlowe's request to teach at the University of La Verne during its 2018 summer session.

**CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION**

11. **APPROVAL OF RESOLUTION NO. R-18-06 OPPOSING THE TAX FAIRNESS, TRANSPARENCY AND ACCOUNTABILITY ACT OF 2018**

No action taken.

**CITY TREASURER'S REPORT**

**14. CASH AND INVESTMENT REPORT FOR THE MONTH OF MARCH 2018**

City Treasurer Annie Han presented the report.

It was the consensus of the Council to receive and file the Cash and Investment Report for the month of March 2018.

**NEW BUSINESS**

**15. DISCUSSION REGARDING THE TREE ORDINANCE**

Planning and Building Director Aldo Cervantes presented the staff report.

The following person(s) spoke:

Shirley Jagels, San Marino  
Kelly Manning, San Marino

The City Council provided direction to staff.

There was no action at this time.

**16. DISCUSSION REGARDING THE CLIMATE ACTION PLAN**

Planning and Building Director Aldo Cervantes presented the staff report.

Jordan Sollitto provided a PowerPoint presentation on the Climate Action Plan.

The following person(s) spoke:

Laurie Barlow, San Marino

It was the consensus of the City Council to receive and file this report and direct staff to work with Mr. Sollitto to review the grant application process and report back to Council at either the May 25<sup>th</sup> or June 29<sup>th</sup> City Council meeting.

**17. VOLUNTEER PROGRAM - MANUAL**

Human Resources Manager David Serrano presented the staff report.

The following person(s) spoke:

Kelly Manning, San Marino  
Shirley Jagels, San Marino  
Gene Ruckh, San Marino

After discussion, it was the consensus of the City Council to direct staff to make the recommended changes and bring the item back on consent calendar at a future Council meeting for adoption.

**18. POLICY FOR THE CAPITAL EQUIPMENT INTERNAL SERVICE FUND**

Finance Director Josh Betta presented the staff report.

Council Member Shepherd Romey moved to adopt the Policy for Capital Equipment Internal Service Fund; 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, and Mayor Steve Talt. NOES: None. ABSENT: Council Member Ken Ude, Vice Mayor Steven Huang.

**19. RESOLUTION ADOPTING CITYWIDE FINANCIAL POLICIES**

Finance Director Josh Betta presented the staff report.

The following person(s) spoke:

Gene Ruckh, San Marino  
Shirley Jagels, San Marino

After discussion by the City Council, City Attorney Flower summarized the following amendments to proposed Resolution No. R-18-08:

Remove Section 1(b) and renumber remaining Sections 1(c-e) to 1(b-d).

Remove the two commas from Section 1(d).

Add "*all*" to Section 14 to read "The City shall exploit *all* external options".

Remove the language "(e.g., federal, state, and county allocations, grant sources, etc.)." from Section 14.

Council Member Jakubowski moved to adopt Resolution No. R-18-08 as amended establishing Citywide Financial Policies; 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, and Mayor Steve Talt. NOES: None. ABSENT: Council Member Ken Ude, Vice Mayor Steven Huang.

**WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED**

There were none at this time.

**COUNCIL REPORTS**

Mayor Talt reported that he attended the Southern California Association of Governments conference earlier this month at no cost to the City.

**PUBLIC COMMENTS**

The following person(s) spoke:

Gene Ruckh, San Marino (*submitted documents*)

**ADJOURNMENT**

The San Marino City Council adjourned at 9:09 p.m. to a special meeting to be held on **MONDAY, MAY 21, 2018, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

  
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VERONICA RUIZ, CMC  
CITY CLERK