

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
AUGUST 29, 2018 - 6:00 P.M.**

CALL TO ORDER: Mayor Steve Talt 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 Talt led the Pledge of Allegiance.

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

TELECONFERENCE: Council Member Ude

PUBLIC COMMENTS

The following person(s) spoke:
None.

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 Vice Mayor Huang. The motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: None.

CONSENT CALENDAR

Council Member Jakubowski moved, seconded by Vice Mayor Huang, to move Item 9 to the consent portion of the agenda. Following discussion, Council Member Jakubowski and Vice Mayor Huang withdrew their motion.

Council Member Shepherd Romey moved to adopt the Consent Calendar consisting of Items 2, 3, and 4; seconded by Vice Mayor Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: None.

1. DISBURSEMENTS REPORT FOR JULY 2018

Receive and file the disbursements report for the month of July 2018.

This item was pulled from the consent portion of the agenda to be addressed separately.

2. PRE-AUDIT FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2018

Receive and file the pre-audit financial report for fiscal year ending June 30, 2018.

3. APPROVAL OF MINUTES

Approve the Minutes of the Adjourned Regular Meeting of June 29, 2018, the Special Meeting of June 29, 2018, the Adjourned Regular Meeting of July 2, 2018, the Joint City Council Meeting of July 11, 2018, the Regular Meeting of July 11, 2018, the Adjourned Regular Meeting of July 27, 2018, and the Special Meeting of August 3, 2018.

4. STATEMENT OF AUDITING STANDARDS (SAS) 114 LETTER

Receive and file the Statement of Auditing Standards (SAS) 114 Letter.

The following item was addressed outside of the consent portion of the agenda.

1. DISBURSEMENTS REPORT FOR JULY 2018

Receive and file the disbursements report for the month of July 2018.

Following discussion, Council Member Jakubowski moved, seconded by Council Member Shepherd Romey, to receive and file the disbursements report for July 2018. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: None.

CITY TREASURER'S REPORT

5. CASH AND INVESTMENT REPORT FOR THE MONTH OF JUNE 2018

City Treasurer Annie Han was present to address any questions from the City Council.

Following discussion, Council Member Shepherd Romey moved, seconded by Vice Mayor Huang, to receive and file the Cash and Investment Report for the month of June 2018. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: None.

6. CASH AND INVESTMENT REPORT FOR THE MONTH OF JULY 2018

City Treasurer Annie Han was present to address any questions from the City Council.

Following discussion, Council Member Shepherd Romey moved, seconded by Council Member Jakubowski, to receive and file the Cash and Investment Report for the month of July 2018. Following a roll call, the motion carried unanimously by the following vote:

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

NEW BUSINESS

7. BUDGET ADOPTION

Finance Director Josh Betta and City Manager Marcella Marlowe presented the staff report.

The following person(s) spoke:

Hal Harrigian, San Marino
Gene Ruckh, San Marino

Council Member Jakubowski moved, seconded by Vice Mayor Huang, to tentatively approve the Recreation Department budget. Following a roll call, the motion carried by a vote of 4-1-0, as follows: AYES: Council Member Jakubowski, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: Council Member Shepherd Romey.

Council Member Jakubowski moved, seconded by Vice Mayor Huang, to tentatively approve the Parks & Public Works Department budget. Following a roll call, the motion carried by a vote of 4-1-0, as follows: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Vice Mayor Huang, and Mayor Talt. NOES: Council Member Ude.

Mayor Talt moved to (1) approve the classification specification for Permit Technician and (2) approve Resolution No. 18-12, adopting the City Manager's 2nd Proposed Operating Budget and Capital Improvement Plan for FY 18-19, with the following adjustments:

- Eliminate the 2% COLA for part-time employees and the associated retirement and FICA costs; and
- Eliminate the expenditure and associated revenue in the Recreation Department for Snow Day.

The motion was seconded by Council Member Jakubowski. Following a roll call, the motion carried by a vote of 4-1-0, as follows: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Vice Mayor Huang, and Mayor Talt. NOES: Council Member Ude.

Mayor Talt called for a recess at 8:14pm and reconvened the meeting at 8:21pm.

8. SAN MARINO "GANN LIMIT" – RESOLUTION ESTABLISHING THE APPROPRIATIONS SUBJECT TO LIMIT FOR FISCAL YEAR 2018-19

Finance Director Josh Betta presented the staff report.

Council Member Shepherd Romey moved to adopt Resolution No. R-18-11, establishing the appropriations subject to limit for fiscal year 2018-19. The motion was seconded by Vice Mayor Huang. Following a roll call, the motion carried unanimously by the following

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

9. ADOPTION OF 2018 PAVEMENT MANAGEMENT PROGRAM

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

Vice Mayor Huang moved to adopt the 2018 pavement management program. The motion was seconded by Mayor Talt. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Ude, Vice Mayor Huang, and Mayor Talt. NOES: None.

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED

There were none at this time.

COUNCIL REPORTS

There were none at this time.

PUBLIC COMMENTS

The following person(s) spoke:
Gene Ruckh, San Marino

ADJOURNMENT

Mayor Talt adjourned the San Marino City Council meeting at 8:56pm.



DANA HANG
INTERIM CITY CLERK