

CITY OF SAN MARINO
CITY COUNCIL AGENDA

Richard Sun, DDS, Mayor

Richard Ward, Vice Mayor

Steven Huang, DDS, Council Member

Steve Talt, Council Member

Allan Yung, MD, Council Member

Cindy Collins, Interim City Manager



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City Hall Council Chamber

2200 Huntington Drive

San Marino, CA 91108

WEDNESDAY, MARCH 8, 2017
CITY HALL
COUNCIL CHAMBERS
2200 HUNTINGTON DRIVE, SAN MARINO, CA

REGULAR MEETING AT 6:00 P.M.

The City of San Marino appreciates your attendance. Citizens' interest provides the Council with valuable information regarding issues of the community.

Meetings are held on the 2nd Wednesday of every month.

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (626) 300-0705 at least 48 hours prior to the meeting.

CALL TO ORDER

ROLL CALL: Councilman Huang, Councilman Talt, Councilman Yung, Vice Mayor Ward, and Mayor Sun

PLEDGE OF ALLEGIANCE

POSTING OF AGENDA

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive and the Crowell Public Library, 1890 Huntington Drive. As a public service, the agenda is also posted on San Marino Cable T.V. Channel 19, and on the City's Website: <http://www.cityofsanmarino.org>

ADDRESSING THE CITY COUNCIL

If you wish to address the City Council, please write your name and address for the record on the Speaker's Form located at the Council Chamber entrance and give it to the City Clerk. When you address the Council, you are asked to please raise your hand and wait to be recognized by the Mayor. When you are recognized, please stand and give your name and address before beginning your statement. Thank you for your cooperation during this Council meeting.

MOTION TO WAIVE FURTHER READINGS

This action permits the City Council to act on ordinances and resolutions without having to read the entire text of the ordinance or resolution. The title of an ordinance on First Reading must be read in its entirety. An ordinance on Second Reading does not require having the title read. However, the City Council may request that an ordinance or resolution be read in its entirety before taking any action.

PRESENTATIONS

1. **RECOGNITION OF LIBRARY BOOKMARK CONTEST WINNERS: KEN CHIN, CHLOE JIANG, KAITLYN HO, EMILY HSIAO, THOMAS AVELAR, ASHLEY TANAKA**
2. **PRESENTATION OF PROCLAMATIONS RECOGNIZING BOY SCOUT TROOP NO. 359 EAGLE SCOUTS: THOMAS TSAI, CHRISTOPHER STONNINGTON, COLE MALLORY, AND ALLEN LIU**
3. **PRESENTATION OF PROCLAMATION DECLARING THE MONTH OF FEBRUARY AS HEALTHY HEART MONTH AND NATIONAL TEEN DATING VIOLENCE PREVENTION MONTH: SOROPTIMISTS INTERNATIONAL OF ALHAMBRA – SAN GABRIEL – SAN MARINO REGION**

PUBLIC COMMENTS

The public may at this time speak regarding any city-related issue. Any person desiring to speak should complete a Speaker's Form located at the Council Chamber entrance and hand it to the City Clerk. Depending on the number of individuals wishing to address the City Council, the Mayor reserves the right to place limits on duration of comments.

CONSENT CALENDAR

The Mayor will request members of the City Council and the public to indicate if there are any items on the Consent Calendar that should be discussed individually. These items will be pulled from the Consent Calendar and acted on separately.

4. CONSIDERATION OF APPROVAL OF MINUTES

Recommendation: A motion to approve the Minutes as presented.

5. CONSIDERATION OF DISBURSEMENT REPORTS FOR FEBRUARY

Recommendation: A motion to ratify and file the Disbursement Reports for the period ending February 28, 2017.

6. CONSIDERATION OF JANUARY TREASURER'S REPORT

Recommendation: A motion to accept and file the Treasurer's Report for the period ending January 31, 2017.

7. RESOLUTION FOR THE DENIAL OF PETITION FOR LOCAL HISTORICAL LANDMARK DESIGNATION AT 1470 VIRGINIA ROAD

Recommendation: Adopt Resolution No. R-17-03 Denying the Petition to Designate 1470 Virginia Road as a Local Historical Landmark.

8. RESOLUTION: APPEAL OF THE PLANNING COMMISSION DECISIONS OF DESIGN REVIEW NOS. DRC15-99 AND DRC16-24 – 1470 VIRGINIA ROAD (CHAN/TYLER)

Recommendation: Adopt Resolution No. R-17-04 Denying the Appeal and Upholding the Planning Commission's Approval of Design Review Case Nos. DRC15-99 and DRC16-24

9. NOMINATION FOR THE METROPOLITAN TRANSPORTATION AUTHORITY – SAN GABRIEL SERVICE COUNCIL

Recommendation: That the City Council nominate John Harrington to a second term on the Metro San Gabriel Cluster Service Council and direct staff to notify the City of San Gabriel who will prepare a letter for the Mayor's signature.

CONTINUED BUSINESS**10. LONG TERM STRATEGIC FINANCIAL PLAN**

Recommendation: Staff recommends the City Council: (1) form a Long Term Strategic Financial Planning Ad Hoc Committee of the City Council; (2) appoint the Mayor and one Councilmember as the Ad Hoc Committee; and (3) appoint advisors that include the City Treasurer, City Manager, Finance Director and two members of the community selected by the Ad Hoc Committee and confirmed by the City Council.

11. AWARD OF CONTRACT TO CITY MANAGER RECRUITMENT FIRM

Recommendation: That the City Council select the Recruitment firm identified by the Ad Hoc Committee (Mayor Sun and Vice Mayor Ward); appropriate up to \$29,000 From the undesignated fund balance to the Administration program within the General Fund; and authorize the City Manager to execute the agreement between the City and the selected firm.

NEW BUSINESS**12. RESOLUTION APPROVING CITYWIDE RECORDS MANAGEMENT POLICY, ELECTRONIC COMMUNICATIONS POLICY AND RETENTION SCHEDULE**

Recommendation: That the City Council adopt Resolution R-17-05 Establishing and Approving a Citywide Records Management Policy for the preservation, protection, retention, and legal disposition of records, an Electronic Communications Policy to establish consistent rules for City emails and electronic messaging, and a Citywide Retention Schedule.

13. PUBLIC, EDUCATIONAL, AND GOVERNMENTAL (“PEG”) PROGRAMMING ACCESS SUPPORT FEE REAUTHORIZATION ORDINANCES

Recommendation: That the City Council: (1) adopt the urgency ordinance, Ordinance No. O-17-1319-U, entitled “An Urgency Ordinance of the City of San Marino Reauthorizing the City’s Public, Educational, and Governmental Access Support Fee” by title only by four-fifths vote; and (2) introduce (first reading) Ordinance No. O-17-1320 entitled “An Ordinance of the City of San Marino

Reauthorizing and Readopting the City's Public, Educational, and Governmental Access Support Fee" by title only.

14. INTRODUCTION OF ORDINANCE NO. O-17-1321 AMENDING CHAPTER 15 OF THE MUNICIPAL CODE ELIMINATING LIGHT TRUCK ROUTES

Recommendation: That the City Council introduce by title Ordinance No. O-17-1321 an Ordinance Amending Chapter 15 of the City of San Marino City Code Eliminating Light Truck Routes.

15. COOPERATIVE PURCHASING ORDINANCE

Recommendation: That the City Council introduce Ordinance No. O-17-1322 adding Paragraph 6 to Subsection B of Section 2.06.05 of Chapter 2 of the San Marino Municipal Concerning Cooperative Purchasing.

PUBLIC HEARINGS

WRITTEN COMMUNICATIONS This is an opportunity to announce any written communications pertaining to the City received by members of the City Council.

COUNCIL REPORTS This is an opportunity for members of the City Council to inform the public of any meetings or conferences they may have attended.

CITY MANAGER'S REPORT This is an opportunity for the City Manager to inform the City Council and the public of any upcoming events or matters of interest to the Community.

CITY COUNCIL CALENDAR

Scheduling Dates for Future Council Meetings.

PUBLIC WRITINGS DISTRIBUTED

All public writings distributed by the City of San Marino to at least a majority of the City Council regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California.

PUBLIC COMMENTS

The public may at this time speak regarding any city-related issue, provided that no action shall be taken on any item not appearing on the agenda. Any person desiring to

speakers should complete a Speaker's Form located at the entrance and hand it to the City Clerk. The Mayor reserves the right to place limits on duration of comments.

ADJOURNMENT

The San Marino City Council will adjourn to the next adjourned regular meeting to be held on **FRIDAY, MARCH 31, 2017, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

Dated: March 2, 2017

Posted: March 2, 2017

CAROL COWLEY
ACTING CITY CLERK