

**MINUTES
SAN MARINO CITY COUNCIL
REGULAR MEETING
JUNE 14, 2017 – 6:00 P.M.**

CALL TO ORDER Mayor Richard Sun Called the meeting to order at 6:08 p.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, CA 91108.

PLEDGE OF ALLEGIANCE was led by Mayor Sun.

ROLL CALL: **PRESENT:** Council Member Talt, Council Member Yung, Vice Mayor Ward, and Mayor Sun.
NOT PRESENT: Council Member Huang was excused.

PUBLIC COMMENTS

Cordelia Donnelly – Expressed concern about the lack of full discussion on the terms of the State of California’s statutes on Accessory Dwelling Units. She was especially concerned with the many definitions of the term “pre-emption” in the State’s statute and the City’s ordinance not meeting the requirements of the State’s law.

Al Kao addressed the replacement of the fire engine proposed in the budget. He suggested the City Council request a record of the repair expenses over the last three years before releasing the funds to purchase a new fire engine.

Judith O’Keefe confirmed that signs were going to be installed on Los Robles limiting the weight of trucks to 6,000 pounds. She asked if a traffic count could be done because of the outside traffic that uses Los Robles; and also asked if the No Left Turn sign at the intersection on Huntington Drive, prohibiting east bound traffic from turning left onto Garfield, could be changed to reduce the number of cars traveling northbound on Los Robles.

Mayor Sun suggested she bring these suggestions to the Traffic Advisory Commission for consideration.

Stephanie Johnson commented on the Los Angeles County Metro decision to not go forward with the 710 tunnel and to adopt the transportation management plan alternative. She expressed concern that a key element of the alternative is to synchronize the traffic signal lights on local streets. She reminded the Council that the City entered into an agreement with the County several years ago that prevents the County from synchronizing the lights on Los Robles and she hoped the City would be proactive in protecting Los Robles.

Ray Kwon discussed attending a 710 advisory committee meeting and shared with Council the details of the lack of funding for the tunnel and the decision not to go forward with construction of the tunnel. He advised there is over \$730 million dollars of

unused funds that will be distributed to local cities and San Marino needs to be involved to make sure we receive a proportionate share of those funds.

MOTION TO WAIVE FURTHER READINGS

Vice Mayor Ward Moved and Council Member Talt seconded, to waive further reading of Ordinances and Resolutions; the motion unanimously carried by the members present.

PRESENTATIONS

**1. RECOGNITION OF CITY'S PARTICIPATION IN 626 EVENT BY BIKE
SAN GABRIEL VALLEY**

Wesley Reutimann, Executive Director, Pasadena Complete Streets Coalition, on behalf of the 626 Planning Committee recognized City staff for the outstanding assistance in coordinating this event. In particular, he acknowledged Chief Incontro, and Commander Blonde.

**2. INTRODUCTION OF POLICE CORPORALS PINNING OF THEIR
BADGES - CORPORAL SUSANNA FRANCO AND CORPORAL KENRIC
WU**

Police Commander Blonde introduced Susanna Franco and Kenric Wu recognizing both officers for their promotions to Corporal after which each had their badges pinned by family members.

CONSENT CALENDAR

Items 4 and 12 were pulled from the consent Calendar for discussion. Vice Mayor Ward moved to approve Consent Calendar Items 1 through 11, excluding Items 4 and 12; seconded by Council Member Talt. The motion unanimously carried by roll call vote: AYES: COUNCILMEMBERS TALT, YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: Council Member HUANG.

3. APPROVAL OF MINUTES

Recommendation: That the City Council approve the Minutes as presented.

5. TREASURER'S REPORT FOR THE MONTH OF APRIL, 2017

Recommendation: That the City Council accept and file the Treasurer's Report for the period ending April 30, 2017.

**6. ADOPTION OF RESOLUTIONS PERTAINING TO THE GENERAL
MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 7, 2017**

Recommendation: "A motion to (1) adopt Resolution No. R-17-10 calling and giving notice of the holding of a General Municipal Election to be held on

Tuesday, November 7, 2017, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law Cities and requesting the Registrar of Voters of the County of Los Angeles to conduct said election; (2) adopt Resolution No. R-17-11 requesting the Board of Supervisors of the County of Los Angeles to consent to the consolidation of the City's General Municipal Election to be held on Tuesday, November 7, 2017 with the Statewide General Election to be held on the date pursuant to Section 10403 of the Elections Code; and (3) adopt Resolution No. R-17-12 adopting regulations for candidates for elective office pertaining to candidates' statements submitted to the voters at an election to be held on November 7, 2017."

7. DESIGNATION OF VOTING DELEGATE AND ALTERNATE – LEAGUE OF CALIFORNIA CITIES CONFERENCE ANNUAL BUSINESS MEETING

Recommendation: "A motion to appoint Mayor Richard Sun as a voting delegate and Vice Mayor Richard Ward as an alternate for the Annual Business Meeting at the League of California Cities Conference scheduled for September 15, 2017."

8. ADOPTION OF THE GANN LIMIT, APPROPRIATIONS SUBJECT TO THE LIMITATION

Recommendation: "A motion to adopt Resolution No. R-17-13."

9. ADOPTION OF RESOLUTION ESTABLISHING THE PUBLIC SAFETY SPECIAL TAX LEVY

Recommendation: "A motion to adopt Resolution No. R-17-14 establishing the Public Safety Tax for Fiscal Year 2017-18."

10. CONTRACT EXTENSION FOR TRANSPORTATION SERVICES WITH STUDENT TRANSPORTATION OF AMERICA

Recommendation: "A motion to authorize the City Manager to amend the agreement with Student Transportation of America to allow for an annual CPI escalator and execute a one (1) year agreement with Student Transportation of America for scheduled transportation services in an amount of \$103,989."

11. EXTENSION OF INTERIM CITY MANAGER AGREEMENT

Recommendation: "A motion to extend the Interim City Manager Agreement through October 31, 2017."

ITEMS REMOVED FROM THE CONSENT CALENDAR

4. DISBURSEMENTS REPORT FOR THE MONTH OF MAY, 2017

Recommendation: That the City Council ratify and file the Disbursements Report for the period ended May 31, 2017.

Susan Jakubowski addressed the expenditures of \$30,000 over a two month period for repair to the two fire engines; asking if there is some type of tracking on an annual basis because the maintenance appears to be quite high.

Fire Chief Rueda explained the City's ten year replacement cycle policy. After ten years the fire engine is maintained as a reserve engine for another ten (10) years. Effectively, the fire engine is kept for 20 years. One reason the costs are so high is because the City contracts out for maintenance and repair service and recommends replacing the apparatus due to reliability issues.

Thereafter, a brief discussion took place between the City Council and the Fire Chief regarding maintenance and replacement of equipment.

Council Member Talt moved to receive and file the Disbursement Report for the Month of May 2017; second by Council Member Yung. The motion unanimously carried by the following roll call vote: AYES: COUNCILMEMBERS TALT, YUNG, VICE MAYOR WARD, MAYOR SUN; ABSENT: COUNCIL MEMBER HUANG

12. MEMORANDUM OF UNDERSTANDING REGARDING VIDEO CAPTURING EVIDENCE

Recommendation: "A motion to authorize the Police Chief to sign the Memorandum of Understanding regarding the Video Captured Evidence."

In response to questions posed by Vice Mayor Ward and Council Member Yung, Commander Blonde explained the City has had video capturing equipment for a number of years in the form of dashboard cameras in police units and body microphones worn on the uniforms. He further explained that the MOU was to prevent the release of early video recordings that might have an effect on a potential juror.

After further discussion, Vice Mayor Ward moved to approve the Memorandum of Understanding regarding Video Captured Evidence with the Los Angeles District Attorney's Office; second by Council Member Yung. The motion unanimously carried by the Council Members present.

PUBLIC HEARINGS

13. ADOPTION OF RESOLUTION R-17-15 ESTABLISHING A SCHEDULE OF FEES FOR VARIOUS CITY ACTIVITIES AND SERVICES

Recommendation: "A motion to approve Resolution No. R-17-15 adopting changes to fines and fees effective July 1, 2017."

After a brief staff report by Finance Consultant Misty Cheng, the City Council discussed the Fee Schedule, and noted the Resolution grants the Recreation

Director the authority to set Recreation Department activity fees; that language needs to be changed to Recreation Manager. Mayor Sun opened the public hearing at 6:51 pm. There being No public comments, the Mayor closed the Public Hearing at 6:57 pm.

Vice Mayor Ward moved to adopt Resolution R-17-15, second by Council Member Talt. The motion unanimously carried by the following roll call vote: AYES; COUNCIL MEMBER TALT, COUNCIL MEMBER YUNG, VICE MAYOR WARD, MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.

NEW BUSINESS

14. ADOPTION OF THE FISCAL YEAR 2017-2018 MUNICIPAL SERVICES PROGRAM BUDGET

Recommendation: "A motion to adopt Resolution No. R-17-16 establishing the Municipal Services Program Budget for Fiscal Year 2017-18."

A staff report was presented by Finance Consultant Misty Cheng pointing out some of the changes made to the budget since the workshop.

Council Member Talt made the following recommendations: City Council Division: remove the U.S. Conference of Mayors in the amount of \$1,800. Cut material and supplies to \$5,000. Administration: Cut the funds budgeted for the 710 Coalition and dedicate a certain amount of funds to hire a negotiator independent of other cities to obtain as much funds as possible for the City of San Marino. Under Administrative Services, Other Contract Services: maintain last year's level of funds at \$14,400 for Information Technology while staff is going through the Request for Proposal process. Drought Education should be reduced back to \$1,500. Any staff development that has miscellaneous on it should be cut, unless it is directed toward a specific program. Travel & Meetings, League of California Cities budget should be cut in half since there is no Assistant City Manager position any longer. He suggested that a policy be developed directing a written memorandum of what occurred at the meetings by anyone attending any of the meetings so that Council can decide if it is a worthwhile expense.

Under Planning, with the new hours, overtime should be cut back to \$1,000. Cut materials and supplies back to \$4,500 which is what is under the existing budget. He asked for additional information on why the price for vehicle repair has been doubled.

Under Fire, he asked whether revenues should be increasing since we have begun charging for visits to the County. The Tri-City meetings and conferences are no longer necessary, so those should be cut. Staff Development is not explained but should be reduced to \$2,000.

Under Park and Public Works: There should be no overtime unless it is for emergency services. Public Works Director Wall confirmed the overtime was for emergency services and special events. Council Member Talt asked why Annual Monitor Certification under Equipment Repair and Maintenance rose from \$795 to \$850. This

needs to be reduced or an explanation of the increase. Under Streets-Signal Maintenance (LA County/Alhambra) needs to be explained and he would also like to see the Traffic Signal Timing Project completed, if there was a strong basis for it. With respect to Lacy Park, cut the \$1,000 for the shed roof repair; it appears that every year, the City spends \$1,000 for shed roof repair.

Recreation Administration – one and two-fifths program leaders were added and there is no substantiation for that; reduce that to one program leader. Other training should be cut. Any technical increases to the computers should be frozen until the Request for Proposals are complete. Cut back on the maintenance assistant. Mr. Talt questioned the trips for aquatics of \$1,240 and was advised that was for Junior Lifeguard Camp which is paid for out of their registration fee. He asked for an explanation of \$35,250 miscellaneous expenditures under Special Events. Staff will look at it.

Mr. Talt initiated a discussion regarding the CalPERS unfunded liability indicating he listened to the report that was presented to the City Council in February. He stated that the way our 20-year program was structured we were not getting the type of benefit we should and that we should use that money for streets or capital improvements. It would be his recommendation to go back to the 30 year pay only in a lump sum, get all those savings and apply them to capital projects with the understanding that after the Long Term Financial Ad Hoc Committee meets and provides its recommendation. A discussion ensued regarding the Long Term Financial Ad Hoc Committee reviewing the two payment options for the unfunded liability. Both Mayor Sun and Council Member Yung concurred with Council Member Talt's recommendation to pay the lump sum amount of \$1.172 million over 30 years.

City Manager Collins said that would be included in the final budget for adoption.

In response to Susan Jakubowski's question, Interim City Manager Collins stated that under PEPR it would take ten To fifteen years to peak before leveling off.

Gene Ruckh commented on the unfunded liability continuing to change in the future.

Dale Pederson spoke in favor of making the minimum payment to the unfunded liability.

Interim Finance Director Misty Cheng suggested the savings from paying the minimum can be put into a trust fund such as PARS, which is invested at a much higher rate and those funds can be used to reduce the unfunded liability or make the monthly PERS payments.

City Manager Collins advised that that is also an option for the Ad Hoc Committee to consider.

Ms. Cheng reminded Council that under the Government Code the budget must be adopted by June 30th, or a resolution to continue appropriations would need to be adopted to continue to make expenditures.

Council Member Yung recommended going through the budget department by department for approval. Thereafter, followed a discussion regarding continuing the item to June 30th and the manner in which to address the budget when it is voted on.

Council Member Talt reiterated his changes to the budget. City Council: Cut the materials and supplies to \$5,000; and delete the cost of attending the Mayor's Conference in the amount of \$1,800. Administration: Maintain the amount budgeted for IT in the 2016-2017 budget until after the Request for Proposals are sent out; Use the amount the City received in drought fees for 2016-2017 in in this year's budget for drought education; cut the amount budgeted for staff development, miscellaneous in Administrative Services unless it is being used for something specific. Reduce the amount budgeted for the League of California Cities Conference in half since there is no longer an Assistant City Manager who will attend. Under Planning, Council Member Talt asked the Planning Director to look at the budgeted amount for overtime to see if it can be brought more in line with last year's budgeted expenditures. The doubling of costs on materials and supplies to \$4,500 is for the purchase of notification posters that are posted on the property which costs \$500 for ten posters and vehicle stickers for business licenses.

Council Member Talt suggested cutting the amount budgeted under Fire for the weekly Tri-City Fire meetings to one-third. Chief Rueda explained that Staff Development of \$2,000 is for him and the chief officers to attend conferences and trainings that Mark Phillips use to provide.

Public Works Director Wall noted the amount budgeted for the annual Monitor Certification under Public Works should be \$850 not \$8,500. Council Member Talt asked Public Works Director Wall to look at the \$1,000 budgeted each year for shed roof repairs. If the City is spending \$1,000 each year for repairs on the roof, it might be better to place those funds in a replacement account.

Under Recreation, Rosa Pinuelas, Recreation Manager explained the number of program leaders and the hours they work based on the programs' needs. The increase is due to the number of staff for the Day Care program for the children's safety. She explained what the .01 program leader in administration is to assist with three of the four registration events that occur each year. Ms. Pinuelas also explained the reason for the increase in staffing. Talt asked Ms. Pinuelas to take another look at the staffing using the maintenance assistant as an example.

After a lengthy discussion regarding Recreation's miscellaneous expenditures, Council Member Talt requested that the personnel costs be allocated out to the specific programs.

Council Member Yung, stated that he would like to see the Budget be reviewed section by section and each section be acted on separately.

Council Member Talt moved to continue the adoption of the Budget until the June 30, 2017 meeting; second by Council Member Yung. The motion unanimously carried by the following vote: AYES: COUNCIL MEMBER TALT, COUNCIL MEMBER

YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.

15. INTRODUCTION OF ORDINANCE NO. O-17-1325 ESTABLISHING A TERM LIMIT PROVISION FOR THE CITY TREASURER (FIRST READING)

Recommendation: "A motion to read by title only and introduce Ordinance No. O-17-1325."

A staff report was presented by City Manager Collins.

City Treasurer Marina Wang addressed City Council in favor of the ordinance stating she enjoyed serving as City Treasurer. City Council thanked Ms. Wang for her services.

Vice Mayor Ward moved to introduce Ordinance No. O-17-1325, second by Council Member Yung. Acting City Clerk Cowley read the title of the ordinance into the Record as follows: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN MARINO AMENDING THE CITY CODE ESTABLISHING TERM LIMITS FOR THE CITY TREASURER. The Motion unanimously carried by the following vote: AYES: COUNCIL MEMBER TALT, COUNCIL MEMBER YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG

WRITTEN COMMUNICATIONS None.

COUNCIL REPORTS

Council Member Yung announced that he attended three cities' budget processes, for his own education, and learned that when they approve the budget they do it section by section.

Council Member Talt attended the tear-down of the High School Grad Night. He acknowledged the volunteers who assisted and expressed his awe that it could be accomplished in only 12 hours.

He also attended a Little League Championship game in which the Major League team, the Phillies won the tournament Champions last weekend.

CITY MANAGER'S REPORT None.

CITY COUNCIL CALENDAR

Mayor Sun asked that the Council Meeting of September 29th be changed to September 22nd, because he, Council Member Yung, and several community members were planning a trip to Sister City San Marino. Council concurred.

Council Member Talt requested an excused absence on July 28th.

PUBLIC WRITINGS DISTRIBUTED None.

PUBLIC COMMENTS

Gene Ruckh commended Marina Wang for doing a fantastic job as City Treasurer. He suggested that when the New City Treasurer is appointed that a committee be appointed to insure the City's investments are safe. Mr. Ruckh was informed that the Long Term Finance Ad Hoc Committee will be overseeing that.

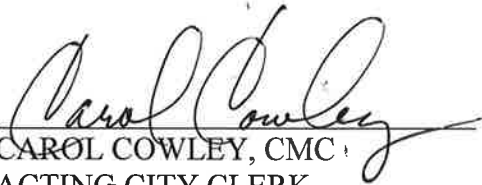
Calvin Lo provided a brief report on the planned trip to Sister City, City of San Marino.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Sun recessed to closed session at 8:39 pm.

At 9:03 pm, the City Council reconvened to open session, at which time the City Attorney announced there was no reportable action.

Mayor Sun adjourned the meeting to **FRIDAY, June 30, 2017, at 8:00 A.M.**


CAROL COWLEY, CMC
ACTING CITY CLERK