

**MINUTES
SAN MARINO CITY COUNCIL
ADJOURNED REGULAR MEETING
FRIDAY, SEPTEMBER 22, 2017 – 8:00 A.M.**

CALL TO ORDER Mayor Richard Sun called the meeting to order at 8:01 a.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, CA 91108.

ROLL CALL **PRESENT:** Council Member Huang, Council Member Talt, Council Member Yung, Vice Mayor Ward, and Mayor Sun

ABSENT: Council Member Huang

MOTION TO WAIVE FURTHER READINGS Council Member Talt moved to waive further readings; seconded by Vice Mayor Ward the motion unanimously carried by the members present 4-0.

PUBLIC COMMENTS

Cordelia Donnelly addressed the City Council regarding documents she provided to the City Council regarding deception and the human spirit and the lack of ethical rule of law in the City in relation to the ADU Ordinance.

PRESENTATIONS

1. **JACK ROME, MAYOR FOR THE DAY**

The presentation to Jack Rome was continued to another time.

2. **PRESENTATION BY JOSHUA PAUL TORRES, GOVERNMENT AFFAIRS REPRESENTATIVE FOR SOUTHERN CALIFORNIA EDISON ON CLEAN ENERGY INITIATIVES**

Joshua Paul Torres, the Government Affairs Representative for Southern California Edison made a presentation relating to clean energy and Southern California Edison's goals of using electricity as a fuel source for cars. Thereafter, Mr. Torres responded to questions from the City Council and members of the public.

CONSENT CALENDAR

Item 3 was pulled from the Consent Calendar and discussed separately.

Vice Mayor Ward moved to approve Consent Calendar Item No. 4; seconded by Council Member Talt. The motion carried by the following roll call vote: **AYES: COUNCIL MEMBERS TALT, YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.**

4. ADOPTION OF ORDINANCE NO. O-17-1328 INCREASING RECREATION COMMISSION MEETINGS TO SIX TIMES PER YEAR AND ESTABLISHING MEETING DATES AT THE END OF EACH FISCAL YEAR (SECOND READING)

Adopt on second reading, Ordinance No. O-17-1328 amending Section 2.13.07 of Article 13, Chapter 2 of the City Code increasing the number of Recreation Commission meetings to six (6) times per year, established by Recreation Commission Resolution, adopted at the last meeting of the fiscal year.

ITEMS PULLED FROM CONSENT

3. CONSIDERTION OF ADMINISTRATIVE SERVICES AGREEMENT WITH MV CHENG & ASSOCIATES

Council Member Talt wanted the public to understand that the agreement under Agenda Item No. 3 is merely to fill, on an interim basis, the positions that were directed under the new hierarchy. The City is only dealing with the Administrative Services Director, and the Accountant because these positions are very important. Once a new City Manager is hired, she will direct the retention of the appropriate people to fill these positions.

Thereafter followed a lengthy discussion regarding the funds being included in the current year budget and the cost the City is being charged by MV Cheng & Associates to provide individuals to fill these positions.

The following person(s) spoke:

Susan Jakubowski
Hal Harrigian
Gene Ruckh

Council Member Yung moved to approve the Agreement with MV Cheng & Associates for an amount not to exceed \$258,960 for a term beginning October 1, 2017 and ending June 30, 2018, unless otherwise terminated by the City Council and/or City Manager; and to authorize staff to make the appropriate budget transfers between Administrative Services operating budget account to reallocate budgeted funds for salaries and benefits for the positions of Administrative Services Director and Accountant to contractual services; seconded by Vice Mayor Ward. The motion carried by the following roll call vote: AYES: COUNCIL MEMBERS TALT, YUNG, VICE MAYOR WARD, MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.

STUDY SESSION

5. APPOINTMENT OF ADVISOR TO 710 FREEWAY FUNDING

Interim City Manager Cindy Collins presented the report indicating the Metropolitan Transportation Authority recently withdrew its support for the funding of the 710

Freeway tunnel leaving approximately \$700 million available to be distributed for local traffic improvement.

Mayor Sun Sun moved to appoint Hal Suetsugu as the Community Volunteer Advisor representing San Marino in the process of redistribution of the 710 Freeway Funds; seconded by Vice Mayor Ward. The motion carried by the following roll call vote: COUNCIL MEMBERS TALT, YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.

6. CONSIDERATION OF CITY OF SAN MARINO FIRE DEPARTMENT CALIFORNIA STANDARDS OF COVERAGE AND DEPLOYMENT PLAN 2017

Fire Chief Rueda addressed Council stating this is a report examining the San Marino Fire Department prepared by Joe Parrott the primary consultant from Emergency Services Consulting International. Chief Rueda requested the City Council consider the report and direct staff to return in 45 days with an implementation for the recommendations.

Chief Rueda introduced Mr. Joe Parrott who reviewed the report and presented recommendations to the City Council, after which Mr. Parrott responded to several questions from the City Council and members of the public. Thereafter, a lengthy discussion between the City Council and staff ensued regarding the dispatch system being used and the phone system upgrade.

The following person(s) spoke:

Hal Harrigian
Susan Jakubowski

Council Member Yung moved to receive the California Standards of Coverage and Deployment Plan 2017 and direct the Fire Department to return in 45 days with an implementation plan for the recommendations; seconded by Vice Mayor Ward. The motion carried by the following roll call vote: AYES: COUNCIL MEMBERS TALT, YUNG, VICE MAYOR WARD, AND MAYOR SUN. ABSENT: COUNCIL MEMBER HUANG.

7. APPOINTMENT OF MARCELLA MARLOWE AS CITY MANAGER, APPROVAL OF A CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SAN MARINO AND MARCELLA MARLOWE, AND BUDGET APPROPRIATION OF \$10,000.00

A report was presented by City Attorney Steven Flower regarding the appointment and employment agreement with Marcella Marlowe as City Manager on October 16, 2017. He then provided a brief background of the recruitment process; announced Ms. Marlowe's negotiated salary and benefits. He pointed out a change to the agreement on page 8, Section 5.B.6 revising the first sentence to read, "City shall contribute an amount equal to four percent (4%) of Employee's base salary Plus \$2,000 per year to a Section

457(b) or Section 401(a) deferred compensation plan, subject to the rules of the plan.” Thereafter the City Council and City Attorney discussed several terms of the agreement.

The following person(s) spoke:
Hal Harrigian

Council Member Talt moved to appoint Marcella Marlowe to be the City Manager, effective October 16, 2017; approve the City Manager Employment Agreement between the City of San Marino and Marcella Marlowe with the change to Section 5.B.6 regarding Deferred Compensation as recommended by the City Attorney, and which includes the following compensation:

- A salary of \$192,500 per year;
- Vacation leave of up to 100 hours per year;
- Sick leave of up to 120 hours per year;
- Administrative leave of up to 80 hours per year;
- A vehicle allowance of \$700 per month;
- A technology allowance of \$300 per month;
- A medical benefit of up to \$1,200 per month consistent with the benefits offered to other employees of the City;
- A deferred compensation contribution of 4% of annual salary plus \$2,000 per year;
- A CalPERS retirement benefit of 2%@60 based on a three-year average; and
- Appropriate \$10,000 from the undesignated fund balance.

Seconded by Vice Mayor Ward. The motion carried by the following roll call vote:
AYES: COUNCIL MEMBER TALT, VICE MAYOR WARD, AND MAYOR SUN.
NOES: COUNCIL MEMBER YUNG. ABSENT: COUNCIL MEMBER HUANG.

8. REVIEW AND DISCUSSION OF MAKING SAN MARINO BETTER

Interim City Manager Collins updated the City Council regarding the Making San Marino Better list.

Council Member Talt addressed the status of the Historic Preservation Ordinance and the forum that was held the previous evening.

PUBLIC COMMENTS

Michelle Lumley addressed the City Council regarding the Rose Arbor and the Lacy Park restrooms. Interim City Manager Collins and Interim Park and Public Works Director Throne responded.

Cordelia Donnelly addressed the City Council regarding the events of June 22, 2017, in which she put in writing and delivered to the City Council. She asked the City Council to read the material she sent them.

CLOSED SESSION

At 10:58 a.m. the City Council recessed to closed session to discuss the following:

1. **CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION**
Pursuant to Subdivision (a) of Section 54956.9

Donnelly v. City of San Marino, et. al., Los Angeles Superior Court, Central District Case No. BS 170770

RECONVENE TO OPEN SESSION

At 11:44 a.m. the City Council reconvened to open session at which time the City Attorney announced there was no reportable action.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Sun adjourned the meeting at 11:45 a.m. to the regular meeting to be held on **WEDNESDAY, October 11, 2017, at 6:00 P.M.**



VERONICA RUIZ, CMC
CITY CLERK