

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
DECEMBER 13, 2017 - 6:00 P.M.**

CALL TO ORDER: Mayor Richard Sun called the meeting to order at 6:01 p.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, CA 91108.

PLEDGE OF ALLEGIANCE: Mayor Sun led the Pledge of Allegiance.

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

PUBLIC COMMENTS

The following person(s) spoke:

Cordelia Donnelly, San Marino (*submitted documents*)
Miriam Nakamura-Quan, San Marino (*submitted documents*)
John Chou, President of the Chinese Club of San Marino

MOTION TO WAIVE FURTHER READINGS

Council Member Allan Yung moved to waive the reading of the entire text of ordinances and resolutions; seconded by Vice Mayor Richard Ward. The motion carried unanimously by the following vote: AYES: Council Member Steven Huang, Council Member Steve Talt, Council Member Allan Yung, Vice Mayor Richard Ward, and Mayor Richard Sun. NOES: None.

PRESENTATIONS

**1. PRESENTATION OF CITY TILE TO OUTGOING CITY TREASURER
MARINA WANG**

Mayor Richard Sun presented a City tile to outgoing City Treasurer Marina Wang and thanked her for her 10 years of service to the City.

ELECTION

**2. CONSIDERATION OF RESOLUTION NO. R-17-28 CERTIFYING THE
NOVEMBER 7, 2017 ELECTION RESULTS**

City Clerk Veronica Ruiz presented the staff report.

Mayor Richard Sun moved to accept the official canvass of the General Municipal Election held on November 7, 2017, and adopt Resolution No. R-17-28 declaring the results; seconded by Vice Mayor Richard Ward. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Steven Huang, Council

Member Steve Talt, Council Member Allan Yung, Vice Mayor Richard Ward, and Mayor Richard Sun. NOES: None.

3. PRESENTATION OF CITY TILES AND REMARKS FROM OUTGOING CITY COUNCIL MEMBERS RICHARD SUN, RICHARD WARD AND ALLAN YUNG

Council Members Steve Talt and Steven Huang presented City tiles to outgoing Council Members Richard Sun, Richard Ward and Allan Yung and thanked them for their service.

4. OATH OF OFFICE TO BE ADMINISTERED TO NEWLY ELECTED MEMBER OF THE SAN MARINO CITY COUNCIL GRETCHEN SHEPHERD ROMEY BY JUDGE ELIZABETH R. FEFFER

Judge Elizabeth R. Feffer administered the oath of office to newly elected Council Member Gretchen Shepherd Romey.

5. OATH OF OFFICE TO BE ADMINISTERED TO NEWLY ELECTED MEMBER OF THE SAN MARINO CITY COUNCIL KEN UDE BY JUDGE ELIZABETH R. FEFFER

Judge Elizabeth R. Feffer administered the oath of office to newly elected Council Member Ken Ude.

6. OATH OF OFFICE TO BE ADMINISTERED TO NEWLY ELECTED MEMBER OF THE SAN MARINO CITY COUNCIL SUSAN JAKUBOWSKI BY JUDGE ELIZABETH R. FEFFER

Judge Elizabeth R. Feffer administered the oath of office to newly elected Council Member Susan Jakubowski.

REORGANIZATION OF THE CITY COUNCIL

7. SAN MARINO CITY COUNCIL TO REORGANIZE BY SELECTING A MAYOR AND VICE MAYOR

City Clerk Veronica Ruiz presented the staff report.

Council Member Gretchen Shepherd Romey moved to appoint Council Member Steve Talt to serve as Mayor for one year until December, 2018, and appoint Council Member Steven Huang to serve as Vice Mayor for one year until December, 2018; seconded by Council Member Ken Ude. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Council Member Steven Huang, and Council Member Steve Talt. NOES: None.

Mayor Steve Talt thanked the Council and City for the opportunity to serve as Mayor. Mayor Talt gave a brief description of the things he would like to see the City accomplish within the next year during his term as Mayor, which included the following:

- Creation of a permanent Public Safety Commission;
- Approval of a Historic Preservation Ordinance and a re-evaluation of the City's existing building ordinances;
- Recommendations from the Strategic Financial Planning Committee to secure the City's financial future and the development of an efficient and effective budget and budgeting process;
- Ensure compliance with the City's General Plan as an organization, via a strategic planning process;
- Develop a list of volunteer opportunities within the city organization for residents; and
- Cooperate more fully and directly with the San Marino Unified School District, including the appointment of a council liaison to SMUSD.

Mayor Talt called for a recess at 7:00 p.m.

Mayor Talt reconvened the meeting at 7:09 p.m.

CONSENT CALENDAR

Council Member Ude requested that Item 10 be pulled from the Consent Calendar for discussion.

Council Member Shepherd Romey requested that Item 14 be pulled from the Consent Calendar for discussion.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

10. MONTHLY FINANCIAL REPORT FOR THE MONTH ENDED OCTOBER 31, 2017

Interim Administrative Services Director Josh Betta presented the staff report.

Following discussion, the City Council received and filed the monthly Financial Report for the month ended October 31, 2017.

14. AWARD OF CONSTRUCTION CONTRACT FOR SIERRA MADRE BOULEVARD STRIPING AND ROBLES AVENUE INTERSECTION IMPROVEMENTS

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

Following Council discussion, Council Member Ude moved to award a construction contract to PCI of Azusa, California, for the Sierra Madre Boulevard Striping and Robles Avenue Intersection Improvements Project in the amount of \$25,893.78, and direct staff to delete from the project the Sierra Madre Striping; 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, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

Vice Mayor Steven Huang moved to adopt the Consent Calendar consisting of Items 8, 9, 11, 12, 13, 15 and 16; seconded by Council Member Susan Jakubowski. Following a roll call, the motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

8. **DISBURSEMENTS REPORT FOR NOVEMBER 2017**
Receive and file the Disbursements Report for the month of November 2017.
9. **CASH AND INVESTMENT REPORT FOR THE MONTH OF OCTOBER 2017**
Receive and file the Cash and Investment Report for the month of October 2017.
11. **APPROVAL OF MINUTES**
Approve the Minutes for the Special Meeting of July 5, 2017, the Special Meeting of July 12, 2017, the Regular Meeting of July 12, 2017, and the Adjourned Regular Meeting of July 28, 2017.
12. **AWARD OF CONTRACT FOR CROWELL PUBLIC LIBRARY EXTERIOR PAINTING PROJECT NO. 1000**
Approve the plans and specifications for the Crowell Public Library Exterior Painting Project No. 1000; and award a construction contract for the Crowell Public Library Exterior Painting project to U.S. National Corp of Pacoima, California in an amount not-to-exceed \$42,000.
13. **AWARD OF SERVICES CONTRACT FOR PROFESSIONAL JANITORIAL SERVICES FOR CITY BUILDINGS**
Award the professional janitorial services contract for various City Buildings to Dynamic Building Services, of Riverside CA in the amount not to exceed \$72,588.
15. **APPOINTMENT TO THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**
Re-appoint Mr. Scott Kwong to serve on the Board of Trustees for the Greater Los Angeles Vector Control District for a two (2) year term ending January 6, 2020.

16. REAUTHORIZATION AND READOPTION OF THE CITY'S PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ("PEG") PROGRAMMING ACCESS SUPPORT FEE (SECOND READING)

Adopt Ordinance No. O-17-1332, An Ordinance of the City of San Marino Reauthorizing and Readopting the City's Public, Educational, and Governmental Access Support Fee.

NEW BUSINESS

17. STRATEGIC FINANCIAL PLANNING COMMITTEE STRUCTURE

Administrative Analyst Amanda Merlo presented the staff report.

Council Member Shepherd Romey moved to appoint Council Member Ude to serve instead of the Mayor on the Strategic Financial Planning Committee, and to direct staff to not recruit an additional community advisor; seconded by Council Member Jakubowski. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

PUBLIC HEARING

18. PUBLIC HEARING OF APPEAL OF THE PLANNING COMMISSION'S DENIAL OF CUP 17-25, DRC 17-08, AND DRC 17-68 1400 CIRCLE DRIVE (HE/JAMES V. COANE AND ASSOCIATES)

City Attorney Flower stated that there were two Council Members who had previously been involved in this case: Council Member Jakubowski was on the Planning Commission when this case was brought before the Planning Commission and Council Member Shepherd Romey spoke previously as a member of the public when this case was heard by the Planning Commission. Mr. Flower stated that for due process and fairness to the applicant, both Council Member Jakubowski and Council Member Shepherd Romey would recuse themselves from the public hearing item.

Planning and Building Director Aldo Cervantes presented the staff report and requested that Council continue the hearing on appeal of the Planning Commission's denial of Conditional Use Permit ("CUP") 17-25 and Design Review Cases ("DRC") 17-08 and 17-68 to January 10, 2018. Mr. Cervantes stated the reason to continue is due to the fact that the applicant did not provide proper notice of the public hearing on the poster board on the property, and the applicant submitted new project plans on December 5th.

City Attorney Flower cited Section 23.15.10 of the San Marino Municipal Code and stated the four options that Council may consider tonight.

Mayor Talt opened the public hearing.

Attorney Richard McDonald, representing the property owner, spoke in favor of proceeding with the public hearing and stated that his client was not aware of the requirement to provide proper notice of the public hearing on the poster board on the property.

Hearing no further public comment, the Mayor closed the public hearing.

Council Member Ude moved to refer the matter back to the Planning Commission; seconded by Mayor Talt. Following a roll call, the motion carried 2-1 by the following vote: AYES: Council Member Ken Ude and Mayor Steve Talt. NOES: Vice Mayor Steven Huang. ABSENT: Council Member Susan Jakubowski and Council Member Gretchen Shepherd Romey.

WRITTEN COMMUNICATIONS

There were no written communications at this time.

COUNCIL REPORTS

Mayor Talt reported attending the Mayor's Roundtable for Metro last week, and that they are still undecided on how to disburse Measure M funds.

CITY MANAGER'S REPORT

City Manager Marlowe had no report at this time.

PUBLIC WRITINGS DISTRIBUTED

There were no public writings at this time.

PUBLIC COMMENTS

There were no public comments at this time.

CLOSED SESSION

The City Council recessed to Closed Session at 8:17 p.m. to:

19. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code §54956.9(d)(2)). One potential case.**

RECONVENE TO OPEN SESSION

Council reconvened to open session at 8:30 p.m.

CLOSED SESSION REPORT

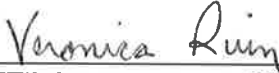
City Attorney Flower reported that Council had taken the following actions:

Council Member Shepherd Romey moved to authorize the City Manager to execute an "Acknowledgment, Waiver & Consent" regarding Richard, Watson & Gershon's representation of the City regarding potential claims arising from the BKK Landfill; seconded by Council Member Jakubowski. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

Council Member Ude moved to approve a tolling agreement between the City and the BKK Working Group; seconded by Council Member Shepherd Romey. The motion carried unanimously by the following vote: AYES: Council Member Susan Jakubowski, Council Member Gretchen Shepherd Romey, Council Member Ken Ude, Vice Mayor Steven Huang, and Mayor Steve Talt. NOES: None.

ADJOURNMENT

The San Marino City Council adjourned their Regular Meeting at 8:35 p.m. to the next regular meeting to be held on **WEDNESDAY, JANUARY 10, 2018, at 6:00 P.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.



VERONICA RUIZ, CMC
CITY CLERK