

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
DECEMBER 12, 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 Chambers, 2200 Huntington Drive, San Marino, California 91108.

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

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

PUBLIC COMMENTS

The following person(s) spoke:
 Hal Harrigian, San Marino
 Ed Chen, Athens

CITY MANAGER'S REPORT

There was no report provided.

MOTION TO WAIVE FURTHER READINGS

Council Member Shepherd Romey moved to waive the reading of the entire text of ordinances and resolutions; seconded by Council Member Jakubowski. 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.

CEREMONIAL

1. CITY COUNCIL REORGANIZATION

Mayor Talt moved to nominate Vice Mayor Huang as Mayor, seconded by Council Member Shepherd Romey. Following a roll call, the motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Shepherd Romey, Council Member Talt, and Council Member Ude. NOES: None. ABSTAIN: Council Member Huang.

Council Member Talt moved to nominate Council Member Shepherd Romey as Vice Mayor, seconded by Council Member Ude. Following a roll call, the motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, and Mayor Huang. NOES: None. ABSTAIN: Council Member Shepherd Romey.

APPOINTMENTS

2. APPROVAL OF AN APPOINTMENT TO THE DESIGN REVIEW COMMITTEE

Vice Mayor Shepherd Romey (on behalf of Council Member Jakubowski, DRC Liaison) and Council Member Talt provided the staff report.

Vice Mayor Shepherd Romey moved, seconded by Council Member Talt, to appoint Mr. Ben Lundgren to the Design Review Committee (DRC) to serve a term ending January 2, 2021. The motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

CONSENT CALENDAR

Vice Mayor Shepherd Romey moved to adopt the Consent Calendar consisting of Items 3, 4, 5 (as amended), and 6; seconded by Council Member Ude. The motion carried unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

3. DISBURSEMENTS REPORT FOR NOVEMBER 2018

The City Council received and filed the report.

4. MONTHLY FINANCIAL REPORT FOR THE MONTH OF OCTOBER 2018

The City Council received and filed the report.

5. APPROVAL OF MINUTES

The City Council approved the Minutes of the Joint Meeting with the Design Review Committee of November 14, 2018, the Regular Meeting of November 14, 2018, the Special Meeting of November 16, 2018, and the Special Meeting of November 30, 2018, as amended.

6. AWARD OF A FOUR-YEAR MAINTENANCE AGREEMENT FOR COLLECTION SYSTEM CLEANING AND MAINTENANCE SERVICES TO 316 ENGINEERING AND CONSTRUCTION INC. IN THE AMOUNT OF \$517,344.

The City Council moved to award a 4-year maintenance agreement with total value of \$517,344 to 316 Engineering and Construction Co. with a first year agreement amount of \$129,336.

CITY TREASURER'S REPORT

7. CASH AND INVESTMENT REPORT FOR THE MONTH OF OCTOBER 2018

City Treasurer Annie Han provided the staff report.

The City Council received and filed the Cash and Investment Report for the month of October 2018.

NEW BUSINESS

8. COUNCIL DELEGATE ROLES AND RESPONSIBILITIES

City Manager Marcella Marlowe provided the staff report.

The City Council discussed the delegate roles and responsibilities, agreeing to: 1) leave the Council Delegate and Alternates document as is, with respect to the description of a liaison, 2) add in a loose rule under the City Activity Liaison roles for assignments to last two years, and 3) leave the Council Delegates and Alternates List in its current format.

9. APPROVAL OF THE COST-SHARING AGREEMENT FOR RIO HONDO STORM WATER LOAD REDUCTION STRATEGY ENGINEERING SERVICES AND AN APPROPRIATION OF \$257,000 FROM CAPITAL IMPROVEMENT FUND RESERVES FOR THAT WORK

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

Council Member Jakubowski left the meeting at 7:15 p.m. and returned at 7:20 p.m.

The following person spoke:

Gene Ruckh, San Marino (*provided handouts*)

Council Member Ude moved to approve the execution of the Rio Hondo load reduction strategy cost-sharing agreement for the preparation of design plans and further moved to establish the 'Rio Hondo Load Reduction Strategy Project' account; authorize a budget amendment and transfer \$257,000 from the Capital Improvement Fund Reserves; authorize the Finance Department to create the new project and transfer funding as specified herein; and incorporate the project into the Fiscal year 2018/19 capital improvement plan; seconded by Council Member Jakubowski. Following a roll call, the motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, and Mayor Huang. NOES: Vice Mayor Shepherd Romey.

10. FINANCIAL STATEMENTS (ANNUAL AUDIT) FOR THE FISCAL YEAR ENDED JUNE 30, 2018

Accounting Manager/Controller Mark Siegfried and Bryan Gruber, Audit Partner at LSL, provided the staff report.

The following person spoke:
Gene Ruckh, San Marino

The City Council received and filed the report.

Mayor Huang recessed the meeting at 8:17 p.m. and reconvened the meeting at 8:24 p.m.

11. APPROVAL OF RESTORED CITY LOGO AND INTRODUCTION OF ORDINANCE NO. O-18-1345, AMENDING SECTION 02.15.01, FORM OF THE CITY SEAL

City Manager Marcella Marlowe provided the staff report.

Council Member Talt moved to adopt the proposed logo and introduce Ordinance No. O-18-1345 for first reading, amending SMMC §02.15.01, Form of the City Seal; seconded by Council Member Ude. Following a roll call, the motion passed unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

PUBLIC HEARING

12. AN ORDINANCE OF THE CITY OF SAN MARINO AMENDING ARTICLE 6, CHAPTER 23, SECTION 15 REGARDING THE PRESERVATION OF TREES AND AMENDING THE SAN MARINO CITY CODE REGARDING THE SAME (1ST READING)

Planning and Building Director Aldo Cervantes provided the staff report.

The Mayor opened the public hearing at 8:48 p.m. There being no public comments, the Mayor closed the public hearing.

Vice Mayor Shepherd Romey moved to waive full reading and introduce for first reading by title only, Ordinance No. O-18-1341, an Ordinance of the City of San Marino Adopting Regulations Regarding the Preservation of Trees and Amending the San Marino Code Regarding the Same, including the amendments read into the record by the City Attorney; seconded by Council Member Talt. Following a roll call, the motion passed unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

13. APPROVAL OF AN ORDINANCE OF THE CITY OF SAN MARINO AMENDING CHAPTER 23 OF THE SAN MARINO CITY CODE TO ADD DEFINITIONS FOR SHORT TERM RENTALS, SMOKE SHOPS, TOBACCO PARAPHERNALIA, AND TOBACCO PRODUCTS; TO PROHIBIT THE SHORT TERM RENTAL OF RESIDENTIALLY ZONED PROPERTIES; AND TO PROHIBIT SMOKE SHOPS IN THE C-1 COMMERCIAL ZONE

Planning and Building Director Aldo Cervantes provided the staff report.

The Mayor opened the public hearing at 9:12 p.m. There being no public comments, the Mayor closed the public hearing.

Council Member Talt moved to waive full reading and introduce for first reading by title only, Ordinance No. O-18-1347, an Ordinance of the City of San Marino adding the definitions for Short Term Rentals, Smoke Shops, Tobacco Paraphernalia and Tobacco Products; to prohibit Short Term Rentals in the Residential Zone and prohibit Smoke Shops in the Commercial Zone, including the amendments read into the record by the City Attorney; seconded by Vice Mayor Shepherd Romey. Following a roll call, the motion passed unanimously by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

14. APPROVAL OF AN ORDINANCE OF THE CITY OF SAN MARINO AMENDING THE DEFINITION OF LIVABLE AREA FOR PURPOSES OF THE ZONING CODE OF THE CITY OF SAN MARINO

Planning and Building Director Aldo Cervantes provided the staff report.

The Mayor opened the public hearing at 9:27 p.m.

The following person spoke:
Gene Ruckh, San Marino

The Mayor closed the public hearing at 9:28 p.m.

The City Council discussed Ordinance No. O-18-1356 and recommended the item be continued to a future Council meeting for further discussion.

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED

No written communications or public writings were distributed.

COUNCIL REPORTS


The City Council Calendar for 2019 was provided.

PUBLIC COMMENTS

The following person spoke:
Gene Ruckh, San Marino

ADJOURNMENT

Mayor Huang adjourned the meeting at 9:36 p.m. to **FRIDAY, JANUARY 4, 2019, AT 8:00 A.M.** in the Barth Room at the Crowell Public Library.


AMANDA FOWLER
ACTING CITY CLERK