

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
WEDNESDAY, SEPTEMBER 11, 2019 AT 6:00 P.M.
CITY HALL COUNCIL CHAMBERS**

CALL TO ORDER: Mayor Huang called the regular 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 Huang led the Pledge of Allegiance.

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

ABSENT: None.

PUBLIC COMMENTS

The following person(s) spoke:
Martha Powell, San Marino

CITY MANAGER'S REPORT

City Manager Marcella Marlowe shared items of interest with City Council and the community.

MOTION TO WAIVE FURTHER READINGS

Council Member Talt moved to waive the reading of the entire text of ordinances and resolutions; seconded by Vice Mayor Shepherd Romey. The motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

CEREMONIAL:

1. PRESENTATION OF PROCLAMATION FOR VINCE FILUTZE

Mayor Huang presented a proclamation in honor of Vince Filutze to Carole Anne Filutze and Wendy Paine.

**2. PRESENTATION OF NATIONAL SUICIDE PREVENTION WEEK
PROCLAMATION FOR THE AMERICAN FOUNDATION FOR
SUICIDE PREVENTION**

Kelly Manning, American Foundation of Suicide Prevention, gave an overview of Suicide Prevention week and shared with the City Council and the community information about the Walk to Fight Suicide.

APPOINTMENTS:

3. APPROVAL OF AN APPOINTMENT TO THE DESIGN REVIEW COMMITTEE

Council Member Talt moved to appoint Rick Chou to the Design Review Committee (DRC) to serve a term commencing on October 1, 2019 and ending on June 30, 2021; seconded by Vice Mayor Shepherd Romey. The motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

CONSENT:

Council Member Jakubowski requested that Item No. 12 be pulled from the Consent Calendar for discussion.

Vice Mayor Shepherd Romey requested that Item No. 14 be pulled from the Consent Calendar for discussion.

Council Member Talt requested that Item No. 17 be pulled from the Consent Calendar for discussion.

Vice Mayor Shepherd Romey moved to adopt the Consent Calendar consisting of Item No(s). 4, 5, 6, 7, 8, 9, 10, 11, 13, 15, 16, 18, and 19; seconded by Council Member Talt. The motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

4. RECEIVE AND FILE DISBURSEMENTS REPORT FOR JULY 2019

The City Council received and filed the disbursements report for the month of July 2019.

5. RECEIVE AND FILE FINANCIAL REPORT AS OF JUNE 30, 2019

The City Council received and filed the financial report as of July 31, 2019.

6. APPROVAL OF BUDGET AMENDMENTS: FY 2018-19 CARRYOVERS AND CORRECTIONS TO FY 2019-20 REBUDGETS

The City Council approved the requested FY 2018-19 carryovers and corrections to FY 2019-20 rebudgets and amended the operating and capital budgets for fiscal year 2019-20 as recommended by staff and as noted on Attachments 1 and 2 to the agenda report.

7. APPROVAL OF MINUTES

The City Council approved the minutes of the regular meeting of July 10, 2019, adjourned meeting of July 26, 2019, special meeting of August 2, 2019, special meeting of August 14, 2019, and special meeting of August 28, 2019.

8. APPROVAL OF CLASS SPECIFICATIONS – CODE ENFORCEMENT OFFICER AND CODE ENFORCEMENT MANAGER

The City Council approved the Class Specifications for Code Enforcement Officer and Code Enforcement Manager.

9. APPROVAL FOR THE CITY MANAGER TO TEACH AT THE UNIVERSITY OF LA VERNE

The City Council offered express consent to City Manager Marcella Marlowe's request to teach at the University of La Verne during its 2019 fall term.

10. REQUEST TO CLOSE LIBRARY NOVEMBER 15 AND 16 FOR DELICIOUS DESTINATIONS

The City Council authorized the closure of the Crowell Public Library on November 15 and 16, 2019 for the purposes of holding the Delicious Destinations event.

11. APPROVAL OF PARTICIPATION IN THE TASER 60 PROGRAM PURCHASE

The City Council approved participation in the TASER 60 Program, the purchase of 23 new TASER devices, and appropriated \$29,315.32 from the General Fund unappropriated fund balance into account 591-30-4613-0555 for Years 2-5 as part of this agreement.

13. APPROVAL OF NOTICE OF COMPLETION FOR SEWER MANHOLE AND CATCH BASIN REPAIRS PROJECT NO. 18-8020

The City Council accepted the Sewer Manhole and Catch Basin Repairs project number 18-8020 constructed by E.C. Construction of South El Monte as complete and authorized the City Clerk to file the Notice of Completion.

15. APPROVAL TO PROCURE TWO TRAFFIC SIGNAL CONTROLLER CABINETS FROM SIEMENS MOBILITY, INC., IN AN AMOUNT NOT TO EXCEED \$59,708 AND WAIVE BIDDING REQUIREMENTS PER SMMC 02.06.05.B.2B

The City Council waived the bidding requirement of Municipal Code §2.06.05.B.2.b and approve the procurement and installation of two traffic signal

controller cabinets by Siemens Mobility, Inc., in an amount not to exceed \$59,708.

16. APPROVAL OF ARCADIA RANGE MOU AND HOLD HARMLESS AGREEMENT

The City Council approved the 2019-2020 Arcadia Range Memorandum of Understanding and Hold Harmless Agreement between the City of Arcadia and the City of San Marino for the total amount of \$5,000.

18. AUTHORIZATION FOR PURCHASE OF FIRE DEPARTMENT COMMAND VEHICLE

The City Council authorized staff to proceed with the purchase of one Chevrolet Tahoe in the amount of \$43,482.59 from the National Auto Fleet Group.

19. AWARD OF BID TRANSPORTATION SERVICES TO STUDENT TRANSPORTATION OF AMERICA

The City Council authorized the City Manager to execute a one (1) year agreement with Student Transportation of America for scheduled transportation services in an amount not to exceed \$111,013 utilizing Proposition A funds with an option to renew the contract one year at a time for a total of four additional years at mutually-agreed upon contract rate increases consistent with the annual CPI average.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

12. APPROVAL OF A DONATION AND MAINTENANCE AGREEMENT WITH GIRL SCOUTS OF GREATER LOS ANGELES TROOP 9231 FOR THE INSTALLATION OF A LITTLE FREE LIBRARY AT LACY PARK

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

The following person(s) spoke:
Melody Huang, San Marino
Juliet Lord, San Marino
Katie Walsh, San Marino

Council Member Jakubowski moved to accept the Girl Scout of Greater Los Angeles Troop 9321 donation of a Little Free Library to be installed at the Lacy Park playground area and authorize the Director of Parks and Public Works to enter into a donation and maintenance agreement between the City and the Girl Scout Troop 9321, which was Attachment 3 to the staff report; seconded by Vice Mayor Shepherd Romey. The motion passed 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 APPROPRIATION OF \$30,000 FROM THE CAPITAL PROJECT FUND BALANCE TO MODIFY THE TRAFFIC SIGNALS ON HUNTINGTON DRIVE AT ST. ALBANS ROAD TO REDUCE VEHICLE STACKING ON ST. ALBANS ROAD

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

Vice Mayor Shepherd Romey moved to authorize Parks & Public Works Director/City Engineer Michael Throne to request a report about alternatives from TransTech, continue the item to a future meeting, and bring back to the Council once the Public Safety Committee has been consulted; seconded by Council Member Ude. The motion passed by the following vote: AYES: Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: Council Member Jakubowski, and Council Member Talt.

17. ADOPTION OF SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS COYOTE MANAGEMENT FRAMEWORK AND AUTHORIZATION OF MEMORANDUM OF AGREEMENT FOR PARTICIPATION IN COYOTE MANAGEMENT IMPLEMENTATION PLAN

Assistant to the City Manager Amanda Fowler presented the staff report.

The follow person(s) spoke:
Martha Powell, San Marino

Council Member Talt moved to 1) adopt the San Gabriel Valley Council of Governments Regional Coyote Management Framework, and 2) authorize the City Manager to execute the Memorandum of Understanding with the San Gabriel Valley Council of Governments for participation in the Coyote Management Implementation Plan; seconded by Vice Mayor Shepherd Romey. The motion passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

TREASURER'S REPORT:

20. CASH AND INVESTMENT REPORT FOR THE MONTHS OF MAY, JUNE, AND JULY 2019

City Treasurer Annie Han presented the staff report.

The City Council received and filed the investment reports for the months of May, June, and July.

CONTINUED BUSINESS:

21. CITY OF SAN MARINO HISTORIC CITY-WIDE SURVEY PHASE I PROJECT UPDATE

Planning & Building Director Aldo Cervantes gave a brief overview of the item. Mary Ringhoff, Architectural Resources Group, provided an overview of the project.

The following person(s) spoke:
Shirley Jagels, San Marino

The City Council received and filed the Historic City-wide Survey Phase I Project Update.

NEW BUSINESS:

22. ADOPTION OF RESOLUTION NO. R-19-26, APPROVING THE APPOINTMENT OF A RETIRED ANNUITANT TO THE POSITION OF INTERIM COMMUNITY SERVICES DIRECTOR

City Manager Marcella Marlowe presented the staff report.

Council Member Jakubowski moved to approve Resolution No. R-19-26, approving the appointment of Ms. Josseline Espinosa to the position of Interim Community Services Director; seconded by Council Member Talt. The motion passed the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

PUBLIC HEARING:

23. AN ORDINANCE OF THE CITY OF SAN MARINO AMENDING THE SAN MARINO MUNICIPAL CODE BY AMENDING THE REGULATIONS FOR FENCES AND WALLS IN RESIDENTIAL ZONES THAT ABUT ALLEYS

Building and Planning Director Aldo Cervantes presented the staff report.

Council Member Talt moved to introduce for first reading by title only, Ordinance No. O-19-1354, an Ordinance of the City of San Marino amending the regulations for walls in the residential zone; seconded by Council Member Ude. The motioned passed by the following vote: AYES: Council Member Jakubowski, Council Member Talt, Council Member Ude, Vice Mayor Shepherd Romey, and Mayor Huang. NOES: None.

24. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN MARINO AMENDING THE SAN MARINO CITY CODE BY AMENDING THE REGULATIONS FOR UNINHABITABLE RESIDENTIAL PROPERTY (1ST READING)

Planning and Building Director Aldo Cervantes presented the staff report.

The City Council discussed the proposed ordinance and gave direction to staff regarding revisions to the ordinance.

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED

No written communications or public writings were distributed.

COUNCIL REPORTS

No Council reports were given.

COUNCIL CALENDAR

There were no changes to the Council calendar.

PUBLIC COMMENTS

The following person(s) spoke:
Gene Ruckh, San Marino

Mayor Huang adjourned the meeting at 8:36 p.m. to **FRIDAY, SEPTEMBER 27, 2019, at 8:30 AM** in the Barth Room at the Crowell Public Library, 1890 Huntington Drive, San Marino, California 91108.



EVA HETER
CITY CLERK

