

CITY OF SAN MARINO
CITY COUNCIL AGENDA

Richard Sun, DDS, Mayor

Richard Ward, Vice Mayor

Steven Huang, Council Member

Steve Talt, Council Member

Allan Yung, MD, Council Member

Cindy Collins, Interim City Manager



www.cityofsanmarino.org

(626) 300-0700 Phone

(626) 300-0709 Fax

City Hall Council Chamber

2200 Huntington Drive

San Marino, CA 91108

FRIDAY, FEBRUARY 24, 2017
8:00 A.M.
CITY HALL
COUNCIL CHAMBER
2200 HUNTINGTON DRIVE, SAN MARINO, CA

The City of San Marino appreciates your attendance. Citizens' interest provides the Council with valuable information regarding issues of the community.

Regular Meetings are held on the 2nd Wednesday of every month at 6:00 p.m. Adjourned Regular Meetings are held on the last Friday of every month at 8:00 a.m.

In compliance with the American with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (626) 300-0705 at least 48 hours prior to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilman Huang, Councilman Talt, Councilman Yung, Vice Mayor Ward, and Mayor Sun

POSTING OF AGENDA

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City's Website: <http://www.cityofsanmarino.org>

PUBLIC COMMENTS

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the City Council on any item of interest to the public, before or during the

Council's consideration of the item, that is within the subject matter jurisdiction of the City Council.

MOTION TO WAIVE FURTHER READINGS

This action permits the City Council to act on ordinances and resolutions without having to read the entire text of the ordinance or resolution. The title of an ordinance on First Reading must be read in its entirety. An ordinance on Second Reading does not require having the title read. However, the City Council may request that an ordinance or resolution be read in its entirety before taking any action.

PRESENTATIONS

1. PRESENTATION BY CALIFORNIA-AMERICAN WATER COMPANY REPRESENTATIVES REGARDING WATER RATES

STUDY SESSION MEETING

2. CONTRACT AWARD FOR RECRUITMENT FIRM FOR CITY MANAGER

Recommendation: It is recommended that the City Council select the recruitment firm identified by the Ad Hoc Committee (Mayor Sun and Vice Mayor Ward); appropriate up to \$29,000 from the undesignated fund balance to the Administration program within the General Fund; and authorize the City Manager to execute the agreement between the City and the selected firm

CONTINUED BUSINESS

3. REVIEW OF MAKING SAN MARINO BETTER LIST

CLOSED SESSION

The City Council will recess to Closed Session to:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

The City Council will meet in Closed Session with legal counsel pursuant to Government Code Section 54956.9(a)

Application of California-American Water Company (U210W) for Authorization to Increase its Revenues for Water Service by \$34,559,200 or 16.29% in the year 2018, by \$8,478,500 or 3.34% in the year 2019, and by \$7,742,600 or 3.303% in the year 2020, California Public Utilities Commission case number A.16-07-002.

2. CONFERENCE WITH LABOR NEGOTIATOR

The City Council will meet in Closed Session pursuant to Government Code Section 54957.6

Agency Designated Representative: City Manager

Employee Organization: San Marino Fire Association.

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9

Name of case: Jones v. City of San Marino, et. al.
Los Angeles Superior Court, Case No. BS164087

RECONVENE TO OPEN SESSION**CLOSED SESSION REPORT****ADJOURNMENT**

The San Marino City Council will adjourn to the **REGULAR** meeting to be held on **WEDNESDAY, MARCH 8, 2017 at 6:00 P.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

Dated: February 16, 2017

Posted: February 16, 2017

CAROL COWLEY
INTERIM CITY CLERK

City of San Marino
AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: CINDY COLLINS, INTERIM CITY MANAGER

DATE: FEBRUARY 24, 2017

SUBJECT: **PRESENTATION BY CALIFORNIA-AMERICAN WATER
COMPANY REPRESENTATIVES REGARDING RATES**

Richard Sun DDS, Mayor

Richard Ward, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Allan Yung MD, Council Member

**THIS IS A VERBAL PRESENTATION BY REPRESENTATIVES OF CALIFORNIA-AMERICAN
WATER COMPANY. THERE IS NO WRITTEN REPORT**

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: CINDY COLLINS, INTERIM CITY MANAGER

DATE: FEBRUARY 24, 2017

SUBJECT: **CITY MANAGER RECRUITMENT FIRM SELECTION**

Richard Sun DDS, Mayor

Richard Ward, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Allan Yung MD, Council Member

BACKGROUND

The City Manager position is currently filled by Cindy Collins who is serving as Interim City Manager under an agreement authorized by the City Council effective August 1, 2016. This agreement runs through June 30, 2017, and it is appropriate to begin the process of recruiting to fill the City Manager position on an ongoing basis.

At its Regular Meeting on January 11th, the City Council agreed to pursue the services of a recruiting firm. Mayor Sun and Vice Mayor Ward were selected to serve as the Ad Hoc Committee to select the recruiting firm and make a recommendation for full Council approval.

On January 12th a Request for Proposal(s) was issued. The deadline for submittal was January 26, and eight (8) responses were received. The proposals were reviewed and those meeting the parameters of the RFP were invited to interview with the Ad Hoc Committee. Interviews were conducted on Friday, February 17, and the Ad Hoc Committee will present its findings and make a recommendation to select the firm determined to be the most suitable.

FISCAL IMPACT

Funding for this recruitment was not included in the 2016-17 budget; therefore, an additional appropriation will be needed of up to \$29,000 depending upon the firm selected.

RECOMMENDATION

It is recommended that the City Council select the recruitment firm identified by the Ad Hoc Committee (Mayor Sun and Vice Mayor Ward); appropriate up to \$29,000 from the undesignated fund balance to the Administration program within the General Fund; and authorize the City Manager to execute the agreement between the City and the selected firm.

Making San Marino Better List: "Immediate/Emergency" Items

Project/Program Title:	Date Requested:	Responsible Department:	Status:

Making San Marino Better List: "Departments Not Meeting Expectations"

Project/Program Title:	Status:
Planning and Building	On 12/30/15 Mr. Rich Haserot provided training for the DRC and on 2/1/16 P&B went live with an on line system to make permit applications and status checks easier and quicker. REQUEST TO REMOVE
Administration/Finance	The Ad Hoc Committee and Advisors continue to work on their management audit of Administration and Parks and Public Works. Final report presented to City Council; staff to return to Council with comments for discussion at the March 24th Study Session
City Council	No other such meetings are scheduled at this time.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Develop a plan for Stoneman (and/or San Marino Center)			Interim Community Services Director Cindy Collins has been brought on to assist in advancing this project. At the April 29th meeting she will give an update on the status of this effort. Council workshop scheduled for 7/13/16, with goal for an action plan by the end of the calendar year. Residents asked staff to ensure that residents are notified of the process. On 9/30/16 Council agenda to recommend building code and fire safety compliance. A Request for Proposal was released. Deadline for receiving proposals is 2/6/17. Two Proposals received.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Develop a plan for San Marino Center			At the April 29th meeting Ms. Collins gave an update on this topic and its relationship to Stoneman. Discussion will be held in conjunction with the Stoneman Project
Develop a Commercial District Master Plan			No action to date
Huntington Drive/City Center Plan			Contract PW Director Chris Vogt is drafting an RFP for design of this project and working to see if we can use SGVAG Grant Money to pay for the design work. This project is somewhat related to the 2013 Metro Call For Projects which is also being acted on by the Council on April 29th. Council has asked for traffic assessment of the dual left turn lanes. Council also approved acceptance of the SGVAG Grant money Huntington Drive Corridor Improvement Plan. Council approved the Ad Hoc Committee at the meeting of 7/13/16. These individuals will work with the consultant on a set of recommendations. One of the three community input meetings has taken place. Ad Hoc and Community meetings are ongoing.
City Wide Traffic Management Plan			No action to date
Housing Element Status Reports	9/26/2014	Planning & Building	Amanda Merlo has spoken to a Supervisor at HCD and they are supportive of a plan where existing accessory structures could be converted to second units to meet HE requirements. P&B will be pursuing this solution. Remove item due to State's new ADU law.

Making San Marino Better List: **"Long Term Goals"**

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Assess restrooms at Lacy Park	10/25/2013	Parks and Public Works	Patrick's Tree complete - dedication is June 15th at 5:00 P.M. Revised plan for Restrooms being developed. Because of issues with the bids, the project has to go out once more bid. Should come back to Council in September for award. Staff suspended the bid proposal process and is reevaluating the restroom plans and design. Start date is Fall 2017. Award bid in September.
Oleander Plague			Ron Serven continues to monitor the condition of City oleanders for evidence of Oleander Scorch.
Lacy Park Rose Arbor	10/30/2015	City Manager	Arbor closed last week of January. Bid proposal for required repair being developed. Donation and contract for work approved by Council on April 13th. On April 19th, before starting any work, contractor proposed significant additional work. Staff and new Public Works Director/City Engineer working to resolve. Meeting with Lacy Park Landscape Committee was held on February 13, 2016. Follow up meeting scheduled for 3/6/17 regarding design
Vacancy Registration Ordinance	2/26/2016	Staff	Staff (Fire, Police, Public Works, Community Services and Administration) has begun research. After 4/29 Study Session Council provided direction, staff and attorney working on a draft ordinance. Implementation will begin in June 2017
Police Public Safety Strategy	1/29/2016	Chief of Police	At the 1/29/16 meeting, Council asked the Chief of Police to provide regular updates on a proposal to improve enhance our current public safety/policing efforts in the city. At 2/26/2016 meeting Police Chief gave report. Update reports to be given quarterly. Chief Incontro gave an update at the July 29th Meeting. Update was provided at January 27, 2017 meeting.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Cell Tower and Utility Collector Units	9/30/2016	Staff	Updated on January 11, 2017
4-day Versus 5-day work week for City employees	9/30/2016	Administration	Ad Hoc Presentation on January 11, 2017 and will be included in the Ad Hoc Committee recommendations at March 24th meeting
Senate Bill 1069 re. second units	9/30/2016	Planning & Building	Urgency ordinance adopted. Permanent ordinance to be brought back in June 2017
Research if City can mandate that all plans submitted to PC and DRC are prepared by licensed or registered engineers.	4/29/2016	Planning & Building	Requested by Councilmember Talt at 4/29/16 meeting. City Attorney to provided verbal updat at January 27, 2017 meeting. REQUEST TO REMOVE.
Infrastructure Investment Program	2016-2017	Public Works	Discuss and plan how to fund the City's aging infrastructure. Infrastructure investment plan presented at 1/27/2017 meeting and to be included in financial strategies.

Making San Marino Better List: "On Deck" Items

Project/Program Title:	Date Requested:	Responsible Department:	Status:
Attachment: 2017 Mayor's Goals			