

CITY OF SAN MARINO
CITY COUNCIL AGENDA

Tony Chou, Mayor
Calvin Lo, Vice Mayor
Hunter Chang, Council Member
John Chou, Council Member
Gretchen Shepherd Romey, Council Member



www.SanMarinoCA.gov
(626) 300-0700 Phone
City Hall Council Chamber
2200 Huntington Drive
San Marino, CA 91108

**ADJOURNED REGULAR MEETING OF THE
SAN MARINO CITY COUNCIL
FRIDAY, MAY 29, 2026 AT 8:30 AM
CITY HALL COUNCIL CHAMBERS
2200 HUNTINGTON DRIVE
SAN MARINO, CA 91108
AND
NO. 35 HANGZHOU S RD. SEC. 1
TAIPEI CITY, TAIWAN**

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. Typically, adjourned meetings are held on the last Friday of every month at 8:30 a.m.

In compliance with the Americans with Disabilities Act, any person with a disability who requires a reasonable modification or accommodation in order to participate in a meeting should contact the City Clerk via email at CityClerk@SanMarinoCA.gov or by phone at (626) 300-0705 48 hours prior to the meeting for assistance.

The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties with Zoom. The City will do its best to resolve any technical issues as quickly as possible.

How to view or listen to the meeting from home:
Visit www.SanMarinoCA.gov/Zoom

How to offer public comment from home:

Public comment will be accepted by email to CityClerk@SanMarinoCA.gov until 3:00 p.m. the day before the meeting. Written public comment received by 3:00 p.m. will be distributed to City Council during the meeting. Any comments received after 3:00 p.m. will be included in the public comment record but not provided to City Council at the meeting.

Written public comment will be accepted electronically via the zoom.us teleconference module during the meeting. Written Zoom comments will be accepted after the in-person comments. Written Zoom comments will be read or summarized and made part of the public record for the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Member Chang, Council Member Chou, Council Member Shepherd Romey, Vice Mayor Lo, and Mayor Chou

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 Stoneman Building, 1560 Pasqualito Drive. The agenda is also posted on the City's website: www.SanMarinoCA.gov.

PUBLIC COMMENTS

The City welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2). The Mayor reserves the right to place limits on duration of comments. Staff may be asked to follow up on such items.

NEW BUSINESS

1. ADOPTION OF THE PROPOSED FISCAL YEAR 2026-27 OPERATING & CAPITAL BUDGET

Recommendation: Staff recommends that the City Council adopt Resolution No. R-26-19, adopting the Operating and Capital Budget for Fiscal Year 2026-27. Resolution No. R-26-11, Updating the Schedule of Fees for Service, Resolution No. R-26-12 approving the updated salary schedule for FY 2026-2027, Resolution No. R-26-13,

amending the Unrepresented Employees Salary and Benefits Schedule for the period covering July 1, 2024, thru June 30, 2027, to include the position of part-time Recreation Coordinator and Resolution No. R-26-14 amending the job classification of Facilities Supervisor-Community Services. If the Council concurs with staff's recommendation, an appropriate motion would be:

"I move to adopt (1) Resolution No. R-26-19, Adopting the Operating and Capital Budget for the Fiscal Year 2026-27 and Appropriating the Amounts Specified therein from the Funds and for the Purposes Indicated; (2) Resolution No. R-26-11 Updating the Schedule of Fees for Service, (3) Resolution No. R-26-12 approving the updated salary schedule for FY 2026-2027, (4) Resolution No. R-26-13, amending the Unrepresented Employees Salary and Benefits Schedule for the period covering July 1, 2024, thru June 30, 2027, to include the position of part-time Recreation Coordinator and (5) Resolution No. R-26-14 amending the job classification of Facilities Supervisor-Community Services."

CONSENT CALENDAR

2. REPORT ON EMERGENCY ACTIONS TAKEN TO REPAIR/REMEDiate FIRE STATION 91 AND REQUEST TO EXTEND EMERGENCY PROCUREMENT PURSUANT TO PUBLIC CONTRACTS CODE SECTION 22050 AND SAN MARINO MUNICIPAL CODE SECTION 2.06.05(A)(8)

Recommendation: Staff recommends the City Council receive the report of repair/remediation actions undertaken to date and extend the emergency by a 4/5 vote to facilitate expeditious restoration of Fire Station 91. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to receive and file the report of repair/remediation actions undertaken to date and to extend the emergency action approved in Resolution No. R-26-08 to facilitate the expeditious restoration of Fire Station 91."

3. APPROVE THE FULFILLMENT AGREEMENT FOR UNPROGRAMMED SURFACE TRANSPORTATION PROGRAM – LOCAL (STP-L) FUNDS WITH THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE FULLFILLMENT AGREEMENT AND ANY RELATED DOCUMENTS NECESSARY TO RECEIVE AND ADMINISTER THE FUNDS

Recommendation: Staff recommend the City Council 1) approve the Fulfillment Agreement for Unprogrammed Surface Transportation Program – Local (STP-L) Funds with the Los Angeles County Metropolitan Transportation Authority and 2) authorize the City Manager to execute the Fulfillment Agreement. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to 1) approve the Fulfillment Agreement for Unprogrammed Surface Transportation Program – Local (STP-L) Funds with the Los Angeles County Metropolitan Transportation Authority and 2) authorize the City Manager to execute

the Fulfillment Agreement and any related documents necessary to receive and administer the funds.”

4. APPROVAL OF MAINTENANCE SERVICES AGREEMENT WITH FLEET SERVICES, INC.

Recommendation: Staff recommends the Council award a Maintenance Services Agreement with Fleet Services, Inc. to provide vehicle maintenance services for a three (3) year term in an amount not to exceed \$200,000. Further, staff recommends the Council delegate the City Manager the authority to award two (2) optional one-year Maintenance Services Agreements subject to satisfactory performance and Council authorization of the annual budget. If Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to 1) award a Maintenance Services Agreement with Fleet Services, Inc to provide vehicle maintenance services for a three (3) year term in an amount not to exceed \$200,000 and 2) delegate the City Manager the authority to award two (2) optional one-year Maintenance Service Agreements subject to satisfactory performance and Council authorization of the annual budget.”

5. APPROVAL OF A CONTRACT AMENDMENT WITH THE COUNSELING TEAM INTERNATIONAL FOR BEHAVIORAL HEALTH & WELLNESS SERVICES FOR PUBLIC SAFETY PERSONNEL

Recommendation: Staff recommends the Council approve a contract amendment with The Counseling Team International for behavioral health and wellness services for public safety personnel for a three (3) year term in the amount not to exceed \$75,521.58. If Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to approve a contract amendment with The Counseling Team International for behavioral health and wellness services for public safety personnel for a three (3) year term in the amount not to exceed \$75,521.58.”

6. APPROVE THE RENEWAL OF AGREEMENT WITH NEOGOV FOR CLOUD-BASED SOFTWARE TO INCLUDE RECRUITMENT, APPLICANT TRACKING, AND PERFORMANCE MANAGEMENT MODULES IN AN AMOUNT NOT TO EXCEED \$58,809.16 OVER 3 YEARS

Recommendation: Staff recommends the Council approve the renewal of agreement with NEOGOV for cloud-based software to include recruitment, applicant tracking, and performance management modules beginning July 1, 2026, through June 30, 2029 in an amount not to exceed \$58,809.16 and authorize the City Manager to execute all necessary documents. If the City Council concurs with the staff’s recommendation, an appropriate motion would be:

“I move to include recruitment, applicant tracking, and performance management modules beginning July 1, 2026, through June 30, 2029, in an amount not to exceed \$58,809.16 and authorize the City Manager to execute all necessary documents.”

7. APPROVAL OF SERVICE AGREEMENT WITH LYNDSOE SYSTEMS

Recommendation: Staff recommends the Council approve the Service Agreement with Lyngsoe Systems for a term not to exceed two (2) years. If the City Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to approve the Service Agreement with Lyngsoe Systems for a term not to exceed two (2) years through December 31, 2027, and authorize the City Manager to execute said agreement.”

8. APPROVAL OF RESOLUTION NO. R-26-10 ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2026-27

Recommendation: Staff recommends adoption of the proposed FY 2026-27 appropriations limit and the appropriations subject to limitation for the City of San Marino. If the Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to approve Resolution No. R-26-10, Establishing the Appropriations Limit and Appropriations Subject to Limitation for Fiscal Year 2026-27.”

9. APPOINTMENT OF A CITY TREASURER AND MEMBERS TO CITY OF SAN MARINO ADVISORY BODIES AND ADOPTION OF RESOLUTION NO. R-26-20, CHANGING THE LOCATION, FREQUENCY, AND ATTENDANCE POLICY OF ADVISORY BODY MEETINGS

Recommendation: The Council Liaisons for the Planning Commission recommend the Council appointment of two (2) regular members and one (1) alternate member to serve four-year terms, each commencing on June 1, 2026.

The Council Liaisons for the Design Review Committee recommend the Council appointment of three (3) regular members and one (1) alternate member to serve two-year terms, each commencing on June 1, 2026. They also recommend the council to appoint one (1) alternate member to serve a partial one-year term, to commence on June 1, 2026.

The Council Liaisons for the Public Safety Commission recommend the Council appointment of three (3) regular members to serve four-year terms each commencing on June 1, 2026.

The Council Liaisons for the Library Board of Trustees recommend the Council appointment of one (1) regular member and two (2) alternate members to serve three-year terms each commencing on June 1, 2026. The Council Liaisons for the Recreation Commission recommend the Council appointment of two (2) regular members to serve four-year terms each commencing on June 1, 2026.

The Mayor and Vice Mayor recommend the Council appointment of Clarice Dai as City Treasurer to serve a four-year term to commence on June 1, 2026.

Staff recommends the City Council adopt Resolution No. R-26-20, amending the official meeting location, frequency, and attendance policy for City advisory bodies.

If Council concurs, the appropriate motions would be:

"I move to appoint Rick Chou, and Mark Giles as regular members and Jeff Boozell as an alternate member of the Planning Commission to serve terms ending May 31, 2030."

"I move to appoint Raymond Cheng, Ted Lee, and Steven Jones as regular members and Ingrid Kolesk as an alternate member of the Design Review Committee to serve terms ending May 31, 2028."

"I move to appoint Jovanie Arias as a regular member and Gene Chen as an alternate member of the Design Review Committee to serve partial terms ending May 31, 2027."

"I move to appoint Brian Davis, Timothy Kolesk and Steve Domier as regular members of the Public Safety Commission to serve terms ending May 31, 2030."

"I move to appoint Marilyn Peck as a regular member and Susan Boegh and Jody Nichols as alternate members of the Library Board of Trustees to serve terms ending May 31, 2029."

"I move to appoint Stanley Wu and Louie Pascua as regular members of the Recreation Commission to serve terms ending May 31, 2030."

"I move to appoint Clarice Dai as City Treasurer to serve a term ending May 31, 2030."

"I direct the City Clerk to post the updated Local Appointments List to reflect these appointments."

"I move to adopt Resolution No. R-26-20, changing location, frequency and attendance policy of advisory body meetings."

10. CASH AND INVESTMENT REPORT FOR THE MONTH OF APRIL 2026

Recommendation: Staff recommends the Council receive and file this report. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to receive and file the Cash and Investment Report for the Month of April 2026."

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTION

This is an opportunity to announce any written communications pertaining to the City received by members of the City Council. All public writings distributed by the City of San Marino to at least a majority of the City Council regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California 91108, and will also be included in the public agenda packet that will be available for review at the City Council meeting.

FUTURE AGENDA ITEMS

ADJOURNMENT

Posted: 05/22/2026

ALISON WALKER
CITY CLERK