

**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*  
*Philippe Eskandar, City Manager*



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

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**ADJOURNED REGULAR MEETING OF THE  
SAN MARINO CITY COUNCIL  
FRIDAY, JUNE 26, 2026 AT 8:30 AM  
CITY HALL COUNCIL CHAMBERS  
2200 HUNTINGTON DRIVE  
SAN MARINO, CA 91108  
AND  
680 JANE STANFORD WAY  
STANFORD, CA 94305, UNITED STATES**

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](mailto: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 it's 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](http://www.SanMarinoCA.gov/Zoom)

How to offer public comment from home:

Public comment will be accepted by email to [CityClerk@SanMarinoCA.gov](mailto: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: <http://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.

## **CEREMONIAL**

### **PRESENTATION OF PROCLAMATION FOR JULY AS PARKS AND RECREATION MONTH**

### **CERTIFICATES OF RECOGNITION TO POLICE DEPARTMENT PERSONNEL FOR LIFESAVING ACTIONS**

## PUBLIC HEARINGS

### 1. PUBLIC HEARING TO CONSIDER RESOLUTION NO. R-26-23 ADOPTING THE CITY OF SAN MARINO GENERAL PLAN SAFETY ELEMENT UPDATE

Recommendation: Staff recommends the City Council conduct a public hearing to consider the approval and adoption of the updated General Plan Safety Element and Resolution No. R-26-23. If the City Council concurs, the appropriate motion would be:

"I move to approve and adopt the updated General Plan Safety Element and Resolution No. R-26-23."

## NEW BUSINESS

### 2. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND THE HUNTINGTON FOR \$500,000 ANNUAL CONTRIBUTIONS TO THE CITY AND ACCEPTANCE OF A \$125,000 DONATION

Recommendation: Staff recommends the City Council 1) accept the donation of \$125,000 for FY 2025-26; 2) authorize the City Manager to enter into a Memorandum of Understanding with the Huntington; and 3) approve the necessary budget adjustments. If the Council concurs with staff's recommendation, an appropriate motion would be:

"I move to accept the donation of \$125,000 from the Huntington Library, Art Museum, and Botanical Gardens; authorize the Finance Department to record the receipt of the donation in the Capital Projects Fund; amend the FY 2025-26 revenue budget to recognize revenue of \$125,000 in the Capital Projects Fund (Account #394-00-3601-0000); and authorize the City Manager to enter into a Memorandum of Understanding with the Huntington for a \$500,000 donation each year for the next three years."

## CONSENT CALENDAR

### 3. APPROVAL OF 5-YEAR ANIMAL CARE AND CONTROL SERVICES CONTRACT WITH PASADENA HUMANE SOCIETY - \$553,680

Recommendation: Staff recommends Council authorize the City Manager to execute a five-year agreement with Pasadena Humane Society for animal control services. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to authorize the City Manager to execute the five-year agreement approved

by the City Attorney with Pasadena Humane Society for animal care/control services up to \$553,680.”

**4. AGREEMENT BETWEEN THE CITY OF SAN MARINO AND ALL CITY MANAGEMENT SERVICES, INC. FOR CROSSING GUARD SERVICES - \$276,494.40**

Recommendation: Staff recommends the Council approve the agreement for crossing guard services provided by All City Management Services Inc. If the City Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to approve the Agreement between the City of San Marino and All City Management Services, Inc. for crossing guard services beginning July 1, 2026, and ending June 30, 2027.”

**5. APPROVAL OF 1) CONTRACT AMENDMENT NO. 5 TO THE PROFESSIONAL SERVICES AGREEMENT WITH DUDEK FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR THE LIFT STATION IMPROVEMENT PROJECT, EXTENDING THE TERM THROUGH JUNE 30, 2026 AND INCREASING TOTAL COMPENSATION BY \$10,000, 2) CONTRACT AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH Z&K CONSULTANTS FOR CONSTRUCTION MANAGEMENT & INSPECTION SERVICES FOR THE LIFT STATION IMPROVEMENT PROJECT, EXTENDING THE TERM THROUGH DECEMBER 31, 2026, 3) INCREASE THE AUTHORIZED CONSTRUCTION CONTINGENCY FOR THE LIFT STATION IMPROVEMENT PROJECT BY \$127,600, BRINGING THE TOTAL CONTINGENCY AMOUNT TO \$227,600, 4) AUTHORIZE THE PARKS AND PUBLIC WORKS DIRECTOR/CITY ENGINEER TO APPROVE ASSOCIATED PROJECT CHANGE ORDERS WITHIN THE AUTHORIZED CONTINGENCY AMOUNT, 5) AUTHORIZE THE CITY MANAGER TO EXECUTE THE AMENDMENTS ON BEHALF OF THE CITY, AND 6) APPROPRIATE AN ADDITIONAL \$145,231.60 TO ACCOUNT #700-44-4600-8022 (LIFT STATION IMPROVEMENTS) FROM THE SEWER ENTERPRISE FUND**

Recommendation: Staff recommends that the City Council 1) approve Amendment No. 5 with Dudek for engineering services during construction for the Lift Station Improvement Project, extending the term through December 31, 2026 and increasing total compensation by \$10,000, 2) approve Amendment No. 2 with Z&K Consultants for construction management and inspection services for the Lift Station Improvement Project, extending the term through December 31, 2026, 3) increase the authorized construction contingency for the Lift Station Improvement Project by \$127,600, bringing the total contingency amount to \$227,600, 4) authorize the Parks and Public Works Director/City Engineer to approve associated project change orders within the authorized contingency amount, 5) authorize the City Manager to execute the amendments on behalf of the City, and 6) appropriate an additional \$145,231.60 to account #700-44-4600-8022 (Lift Station Improvements) from the Sewer Enterprise Fund. If the Council concurs, an appropriate motion would be:

“I move to 1) approve Amendment No. 5 with Dudek for engineering services during

construction for the Lift Station Improvement Project, extending the term through December 31, 2026 and increasing total compensation by \$10,000, 2) approve Amendment No. 2 with Z&K Consultants for construction management and inspection services for the Lift Station Improvement Project, extending the term through December 31, 2026, and 3) increase the authorized construction contingency for the Lift Station Improvement Project by \$127,600, bringing the total contingency amount to \$227,600, 4) authorize the Parks and Public Works Director/City Engineer to approve associated project change orders within the authorized contingency amount, 5) authorize the City Manager to execute the amendments on behalf of the City, and 6) appropriate and additional \$145,231.60 to account #700-44-4600-8022 (Lift Station Improvements) from the Sewer Enterprise Fund.”

**6. APPROVAL OF AMENDMENT NO. 1 TO MAINTENANCE/JANITORIAL SERVICES AGREEMENT WITH BASE HILL INC. EXTENDING THE TERM THROUGH JUNE 30, 2027 AND INCREASING THE TOTAL CONTRACT COMPENSATION BY \$119,919**

Recommendation: Staff recommend that the City Council approve Amendment No. 1 to the Maintenance/Janitorial Services Agreement with Base Hill Inc., extending the term of the agreement through June 30, 2027, and increasing the total contract compensation by \$119,919. If the City Council concurs with staff’s recommendation, an appropriate motion would be:

“I move to approve Amendment No. 1 to the Maintenance/Janitorial Services Agreement with Base Hill Inc., extending the term of through June 30, 2027, and increasing the total contract compensation by \$119,919 and authorize the City Manager to execute the Agreement on behalf of the City, as well as one additional one year contract extension subject to City Council appropriation and satisfactory performance.”

**7. APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENTS WITH TRANSTECH ENGINEERS, INC. AND HARTZOG & CRABILL INC., FOR ON-CALL TRAFFIC ENGINEERING SERVICES, EXTENDING THE TERM THROUGH JUNE 30, 2027 AND INCREASING THE TOTAL CONTRACT COMPENSATION OF EACH BY \$75,000**

Recommendation: Staff recommends that the City Council approve Amendments No. 2 to the professional services agreements with Transtech Engineers, Inc. and Hartzog & Crabill, Inc. to exercise one (1) additional one-year extension of each agreement through June 30, 2027 and increase the total not-to-exceed compensation of each agreement by \$75,000. If the City Council concurs with staff's recommendation, the following motion would be appropriate:

“I move to approve Amendment No. 2 to the Professional Services Agreements with Transtech Engineers, Inc. and Hartzog & Crabill, Inc., extending the term through June 30, 2027, and increasing the total contract compensation of each by \$75,000 and authorize the City Manager to execute the Agreements on behalf of the City, as well as one additional one year contract extension each subject to City Council appropriation and satisfactory performance.”

**8. POLICE DISPATCH RADIO COMMUNICATIONS REPEATER ANTENNA UPGRADE - \$17,387.98**

Recommendation: Staff recommends the Council approval for procuring and installing a new repeater antenna. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to approve the purchase and installation of a new replacement repeater antenna to be installed at the Huntington Library as approved in the FY2026-27 adopted budget."

**9. APPROVAL OF REQUEST TO WAIVE SPECIAL EVENT STANDBY SERVICE FEE FOR SAN MARINO HIGH SCHOOL'S 2026 GRAD NIGHT EVENT**

Recommendation: Staff recommends the Council waive the Special Event Standby Service fee for San Marino High School's 2026 Grad Night event. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to waive the Special Event Standby Service fee for San Marino High School's 2026 Grad Night event."

**10. APPROVAL OF RESOLUTION NO. R-26-22, ADOPTING A LIST OF STREET PROJECTS FOR FISCAL YEAR 2026-27 FUNDED BY SB 1, THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

Recommendation: Staff recommend the City Council approve Resolution No. R-26-22, adopting a list of Fiscal Year 2026-27 SB 1 projects. If the City Council concurs with staff's recommendation, an appropriate motion would be:

"I move to approve Resolution No. R-26-22 adopting a list of Fiscal Year 2026-27 projects to be funded by SB 1 Road Maintenance and Rehabilitation Account Funds."

**11. 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."

**12. SUMMER 2026 PUBLIC TREE REMOVAL LIST**

Recommendation: This is an informational item. Therefore, no action is required by City Council.

**13. CASH AND INVESTMENT REPORT FOR THE MONTH OF MAY 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 May 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**

#### **CLOSED SESSION**

**The City Council will recess to closed session to discuss:**

**14. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
GOVERNMENT CODE 54956.9 (D)(2)**

The City Council is meeting with respect to one (1) matter of significant exposure to litigation against the City.

### **ADJOURNMENT**

Posted:  
06/18/2026

ALEXIS HUERTA  
MANAGEMENT ANALYST