

**CITY OF SAN MARINO**  
**CITY COUNCIL AGENDA**

*Allan Yung, MD, Mayor*

*Richard Sun, DDS, Vice Mayor*

*Steven W. Huang, DDS, Council Member*

*Steve Talt, Council Member*

*Richard Ward, Council Member*

*John T. Schaefer, City Manager*



[www.cityofsanmarino.org](http://www.cityofsanmarino.org)

(626) 300-0700 Phone

(626) 300-0709 Fax

City Hall Council Chamber

2200 Huntington Drive

San Marino, CA 91108

---

**FRIDAY, JUNE 24, 2016**  
**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 2<sup>nd</sup> 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 Ward, Vice Mayor Sun, and Mayor Yung

**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.

**APPOINTMENTS****1. APPOINTMENTS TO THE DESIGN REVIEW COMMITTEE**

Recommendation: "A motion to 1) appoint two Members to serve on the DRC for terms ending June 30, 2018; 2) appoint two new alternates to serve on the DRC to fill the terms that will expire on June 30, 2017; and 3) re-appoint one Member to serve on the DRC for a term ending June 30, 2018."

**STUDY SESSION****2. SOUTHERN CALIFORNIA GAS COMPANY PRESENTATION ON HYDROTESTING PROJECT ON GARFIELD AVENUE****3. REPORT BY LAURIE BARLOW ON WATER****CONSENT CALENDAR**

Members of the public may at this time speak on any items on the Consent Calendar. After which, the Mayor will request members of the City Council to indicate if there are any items on the Consent Calendar that should be discussed individually. These items will be pulled from the Consent Calendar and acted on separately.

**4. MAY 2016 TREASURER’S REPORT**

Recommendation: “A motion to accept and file the Treasurer’s Report for the period ending May 31, 2016.”

**5. DESIGNATION OF VOTING DELEGATE AND ALTERNATE – LEAGUE OF CALIFORNIA CITIES CONFERENCE ANNUAL BUSINESS MEETING**

Recommendation: “A motion to appoint Mayor Allan Yung as a voting delegate and Vice Mayor Richard Sun as an alternate for the Annual Business Meeting at the League of California Cities Conference scheduled for October 7, 2016.”

**6. AWARD OF BID – LACY PARK RESTROOM RENOVATION PROJECT NIB # N-16-09 (PROJECT NO. 7027)**

Recommendation: “A motion to 1) award the bid for the Lacy Park Restroom Renovation Project, NIB #N-16-09 (Project No. 7027) to Meyers Construction Co. of Long Beach, California in the amount of \$314,190.00; and 2) move the appropriations from Parking Lot Improvements, Account # 394-50-4600-5875 to Restroom Upgrade, Account #394-50-4600-7027; and 3) appropriate additional funds in the amount of \$202,311.80 to Account #394-50-5875 for the Lacy Park Restroom Renovation Project.”

**CONTINUED BUSINESS****7. REVIEW OF MAKING SAN MARINO BETTER LIST****PUBLIC COMMENTS**

The public may at this time speak regarding any city-related issue, provided that no action shall be taken on any item not appearing on the agenda. Any person desiring to speak should complete a Speaker’s Form located at the entrance and hand it to the City Clerk. The Mayor reserves the right to place limits on duration of comments.

**CLOSED SESSION****8. PUBLIC EMPLOYEE APPOINTMENT (PURSUANT TO GOVERNMENT CODE SECTION 54957) - INTERIM CITY MANAGER****9. CONFERENCE WITH LABOR NEGOTIATOR (PURSUANT TO GOVERNMENT CODE SECTION 54957.6):**

City Representative - John Schaefer

Unrepresented Employee - Interim City Manager

**RECONVENE TO OPEN SESSION**

**CLOSED SESSION REPORT**

**ADJOURNMENT**

The San Marino City Council will adjourn to the next adjourned regular meeting to be held on **WEDNESDAY, JULY 13, 2016, at 5:00 P.M.** in the Barth Room at the Crowell Public Library, 1890 Huntington Drive, San Marino, California.

Dated: June 20, 2016

Posted: June 20, 2016

VERONICA RUIZ, CMC  
CITY CLERK

# City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: [COUNCIL LIAISONS RICHARD WARD AND STEVE TALT]

DATE: [JUNE 24, 2016]

SUBJECT: **APPOINTMENTS TO THE DESIGN REVIEW COMMITTEE**

*Allan Yung, MD, Mayor*

*Richard Sun, DDS, Vice Mayor*

*Steven W. Huang, DDS, Council Member*

*Steve Talt, Council Member*

*Richard Ward, Council Member*

---

## **BACKGROUND**

The City Council has established a number of Boards and Commissions, which assist the City Council with a variety of issues, needs, and concerns. The Design Review Committee (DRC) consists of five (5) members and two (2) alternates. The appointments are typically recommended by the Council Liaisons with approval of the City Council. Section 23.15.01 of the San Marino City Code allows for DRC Members to serve no more than four (4) consecutive two (2) year terms. Currently there are three members whose terms are scheduled to expire June 30, 2016.

Notice for the upcoming vacancies was placed in the Tribune, Outlook, community newsletter, and on the City website.

## **FISCAL IMPACT**

No fiscal impact.

## **RECOMMENDATION**

The Council Liaisons recommend the Council appointment of one (1) new member and two (2) alternates, and the re-appointment of two (2) members to the Design Review Committee commencing July 1, 2015. If Council concurs, the appropriate action would be:

“A motion to 1) appoint two Members to serve on the DRC for terms ending June 30, 2018; 2) appoint two new alternates to serve on the DRC to fill the terms that will expire on June 30, 2017; and 3) re-appoint one Member to serve on the DRC for a term ending June 30, 2018.”



## PSEP OVERVIEW – SAN MARINO

June 24, 2016

# Background

- » The safety of our customers, employees and communities we serve is SoCalGas' top priority
- » SoCalGas is conducting safety tests on high-pressure pipelines that deliver gas across Southern California
- » In 2011, the California Public Utilities Commission (CPUC) directed all utilities to develop a plan to test and/or replace all natural gas pipe segments to modern standards and improve shut off valves
  - “Hydrotest” pipelines to higher than normal operating pressure
  - In certain areas, install automatic or remote shut off valves



Southern  
California  
Gas Company



A Sempra Energy utility®

# What is Hydrostatic Pressure Testing?

- » Hydrotesting utilizes water to assess the integrity of a pipeline
  - Turning off natural gas flow and safely venting gas
  - Sealing both ends of pipeline segment, filling the segment with water, and raising pressure to 1.5 times or higher than normal operating pressure
  - Maintaining pressure and monitoring for 8 hours or more



Southern  
California  
Gas Company



A Sempra Energy utility®

# SL32-21 – Electric Ave

- » Segment 3 (Electric Ave.) is a hydrotest with two different work locations
  - Start – Alhambra Station (Alhambra)
  - Additional Work Area – Huntington Drive and Garfield Avenue (South Pasadena)
  - End –Garfield Avenue and Callita Place (San Marino)
- » Estimated Start: September 2016
- » Estimated duration: 10-12 weeks
- » Conduct outreach to businesses and property owners
- » First responders to be notified prior to hydrotest



# What to Expect

- » Pre-construction activities
  - Site walks, survey, potholing
- » Traffic rerouting/delays
- » Large trucks and equipment
- » Work-related noise
- » Possible excavation dust
- » Natural gas odor when venting gas



Southern  
California  
Gas Company



A Sempra Energy utility®

# Coordination

- » SoCalGas will coordinate with the City and County on:
  - Project details and timing
  - Emergency Response Plan
  - Permits
  - Community Outreach



Southern  
California  
Gas Company



A Sempra Energy utility®

# Community Outreach

- » Outreach to customers and local community/neighborhood groups
- » 2 weeks prior to construction: SoCalGas mails letter to customers near construction area
- » 2 days prior to day of construction mobilization: Notify first responders; Distribute door hanger to customers
- » Post installation: Communication of completion/results



Southern  
California  
Gas Company



A Sempra Energy utility®

# Contacts

» **Helen Romero Shaw**

Public Affairs Manager

Office: 626-279-2295

[hshaw@semprautilities.com](mailto:hshaw@semprautilities.com)

» **Kristin Eng**

Project Manager

Office: 213-244-2816

[keng@semprautilities.com](mailto:keng@semprautilities.com)

» **Ahmad Solomon**

Community Education & Outreach Manager

Office: 213-244-3828

[asolomon@semprautilities.com](mailto:asolomon@semprautilities.com)



Southern  
California  
Gas Company



A Sempra Energy utility®

**REPORT BY LAURIE BARLOW ON WATER**

**AGENDA ITEM NO. 3**

# City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: MARINA WANG, CITY TREASURER

BY: LISA BAILEY, FINANCE DIRECTOR

DATE: JUNE 24, 2016

SUBJECT: **TREASURER'S REPORT FOR THE MONTH OF MAY, 2016**

---

*Allan Yung, MD, Mayor*

*Richard Sun, DDS, Vice Mayor*

*Dr. Steven W. Huang, Council Member*

*Steve Talt, Council Member*

*Richard Ward, Council Member*

## BACKGROUND

The California Government Code requires that the Treasurer render a report to the City Council within 30 days of the end of each quarter which lists the City's investments and moneys held by the City. The report must state compliance with the City's Investment Policy or the manner in which it is not in compliance. It must also state the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation of why sufficient funds will or may not be available.

## FISCAL IMPACT

None.

## RECOMMENDATION

Staff recommends the Council accept and file the Treasurer's Report for the period ending May 31, 2016. If Council concurs, the appropriate action would be:

"A motion to accept and file the Treasurer's Report for the period ending May 31, 2016."

Attachments: May 31, 2016 Treasurer's Report and PMIA Market Valuation

**City of San Marino Treasurer's Report  
May, 2016**

Deposit/Investment Type	Bank/Issuer	Maturity	Par Value	Book Value	Market Value**	Yield to First Call	Yield to Maturity
<b>Cash on Hand*</b>							
Petty Cash & Cash Drawer	City Hall		400	400.00	400.00		
Petty Cash	Fire Department		300	300.00	300.00		
Petty Cash & Cash Drawer	Recreation Department		400	400.00	400.00		
Petty Cash & Cash Drawer	Library		300	300.00	300.00		
Petty Cash & Cash Drawer	Public Works		550	550.00	550.00		
Petty Cash	Police Department		400	400.00	400.00		
		0.01%	2,350.00	2,350.00	2,350.00		
<b>Cash in Bank</b>							
Main Account	Citizens' Business Bank		15,130.04	15,130.04	15,130.04		
Payroll Account	Citizens' Business Bank		(118.27)	(118.27)	(118.27)		
Workers' Compensation Account	Citizens' Business Bank		14,859.79	14,859.79	14,859.79		
Investment Interest Account	US Bank		789,124.99	789,124.99	789,124.99		
		3.36%	818,996.55	818,996.55	818,996.55		
<b>Investments</b>							
Pooled Funds	State of California Local Agency Investment Fund (LAIF)	58.81%	14,317,829.56	14,317,829.56	14,320,994.66		0.552%
<b>CDs</b>							
US Bank Safekeeping	Scotiabank DE P R San Juan CUSIP #80928E-JE-1 (FDIC #22946)	06/27/16	248,000	248,000	248,165.34		0.75%
US Bank Safekeeping	Bank Baroda New York, NY CUSIP #06062A-AX-7 (FDIC #33681)	11/29/16	248,000	248,000	248,600.07		1.10%
US Bank Safekeeping	CIT Bank Salt Lake City UT CUSIP #1728CBY9 (FDIC #35575)	04/17/17	248,000	248,000	248,239.25		1.00%
US Bank Safekeeping	Mercantil Commercebank Primary CUSIP #58733ABBA (FDIC #22953)	06/05/17	248,000	248,000	Not Available		1.05%
US Bank Safekeeping	Bryn Mawr Trust Co. CUSIP #117673BH5 (FDIC #11866)	06/13/17	248,000	248,000	Not Available		0.95%
US Bank Safekeeping	Ally Bank, UT CUSIP #02006LMNO (FDIC #57803)	12/04/17	248,000	248,000	Not Available		1.55%
US Bank Safekeeping	Flushing Bank CUSIP #34387ABB4 (FDIC #58564)	12/12/17	248,000	248,000	Not Available		1.30%
US Bank Safekeeping	Ulster Savings Bank CUSIP #90386JAC7 (FDIC #15970)	04/10/18	249,000	249,000	Not Available		1.45%
US Bank Safekeeping	Discover Bank CUSIP 254671MS6 (FDIC #5649)	04/17/18	248,000	248,000	Not Available		1.15%
US Bank Safekeeping	Barclay's Bank Del Wilmington Stp CUSIP #06740AZB8 (FDIC #57203)	04/30/18	248,000	248,000	Not Available		1.06% ****
US Bank Safekeeping	Union Bank, NA CUSIP #90521ANG9 (FDIC #22626)	07/16/18	248,000	248,000	Not Available		1.60% *****
US Bank Safekeeping	State Bank of India, NY CUSIP #856284M68 (FDIC #33682)	07/30/18	247,000	247,000	Not Available		2.00%
US Bank Safekeeping	Celtic Bank CUSIP #15118RJG3 (FDIC #57056)	09/06/18	248,000	248,000	Not Available		1.50%
US Bank Safekeeping	Synchrony Bank CUSIP #36157QTM9 (FDIC #27314)	12/06/18	248,000	248,000	Not Available		2.00%
US Bank Safekeeping	Firstbank PR Santurce #33767ASXO (FDIC #30367)	12/11/18	248,000	248,001	Not Available		1.60%
US Bank Safekeeping	Bank of Holland Michigan CUSIP #062649ZV1 (FDIC #34852)	03/21/19	249,000	249,000	Not Available		1.60%
US Bank Safekeeping	HSBC US Bank NA CUSIP #40434AHX0 (FDIC #57890)	03/27/19	249,000	249,000	Not Available		1.05% *****
US Bank Safekeeping	Webster Bank CUSIP #94768NJT2 (FDIC #18221)	06/18/19	249,000	249,000	Not Available		1.80%
US Bank Safekeeping	American Express Bank FSB CUSIP #02587CAC4 (FDIC #35328)	07/10/19	248,000	248,000	Not Available		1.95%
US Bank Safekeeping	Sallie Mae Bank CUSIP #795450UK9 (FDIC #58177)	10/29/19	248,000	248,000	Not Available		2.20%
US Bank Safekeeping	Third Federal S & L CUSIP #88413QAW8 (FDIC #30012)	11/25/19	248,000	248,000	Not Available		2.00%
US Bank Safekeeping	Goiman Sachs Bank CUSIP #38148JDV0 (FDIC #33124)	12/03/19	247,000	247,000	Not Available		2.20%
US Bank Safekeeping	BMW Bank of N. America Utah CUSIP #05580ABS2 (FDIC #35141)	05/22/20	248,000	248,000	Not Available		1.95%
US Bank Safekeeping	National Bank of Commerce Callable at 1 Year CUSIP #633368DZ4 (FDIC #14266)	05/24/21	250,000	250,000	Not Available		1.50%
US Bank Safekeeping	JP Morgan Bank Callable at 1 Year CUSIP #4815Y2D5 (FDIC #628)	05/31/21	250,000	250,000	Not Available		1.50%
World's Formost Bank	World's Formost Bank Lincon, NE (FDIC #57079)	6/16/2023***	249,000	249,000	Not Available		2.45%
		26.52%	6,455,000	6,455,001	Not Available		1.55% WAY
<b>Notes/Bonds:</b>							
US Bank Safekeeping	FNMA .875 - CUSIP 3135GORT2	12/20/2017	500,000	497,845	500,063	3.378%	1.528%
US Bank Safekeeping	FHLB 4.5 Year-10 Month One Time Callable Agency-- CUSIP: 31338ZL0	2/21/2019	250,000	246,070	248,926	4.288%	1.600%
US Bank Safekeeping	FHLMC 3.5 Yr. One Time Callable CUSIP 3134G9KF3	11/25/2019	500,000	500,000	499,675	1.200%	1.200%
US Bank Safekeeping	FHLB 1.73 Qly Callable CUSIP 3130A7BT1	2/26/2021	500,000	500,000	496,953	1.730%	1.730%
US Bank Safekeeping	FHLB 1.6% One Time Callable CUSIP 3130A7NF8	3/29/2021	500,000	500,000	498,264	1.600%	1.600%
US Bank Safekeeping	FNMA One Time Callable (3/30/17) Step Up - CUSIP 3136G3ED3	3/30/2021	500,000	500,000	499,722	1.000%	1.872%
		11.30%	2,750,000	2,743,915	2,743,601		1.587% WAY
<b>Total Cash &amp; Investments</b>			<b>24,344,176.11</b>	<b>24,338,092.14</b>	<b>Not Available</b>	<b>0.91%</b>	<b>WAY</b>

\*Book Value of Cash on Hand includes receipts to be reimbursed.

\*\*The LAIF Market Value is provided quarterly. At 03/31/2016 the valuation factor was 1.00022106%. See attached Market Valuation Report for a description of funds invested in LAIF.

\*\*\*\* Callable Bullet Step Up

\*\*\*\*\*Year one = 1.6% Years 2-5 = Three month Libor +45 bps.

\*\*\*\*\*1.05% until 3/17, then LIBOR plus 0.1%, cap 2.85.

I hereby certify that this report is in compliance with the City's Investment Policy as adopted by the City Council on June 11, 2014, and that the City has the ability to meet its expenditure requirements for the next six months.



  
 Lisa Bailey, Finance Director      Marina Wang, Treasurer      6/9/2016



**State of California**  
**Pooled Money Investment Account**  
**Market Valuation**  
**3/31/2016**

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch.		
<b>United States Treasury:</b>				
Bills	\$ 11,410,745,648.58	\$ 11,428,324,382.05	\$ 11,433,051,500.00	NA
Notes	\$ 19,895,104,458.35	\$ 19,894,615,430.08	\$ 19,906,919,000.00	\$ 27,575,588.00
<b>Federal Agency:</b>				
SBA	\$ 652,389,707.86	\$ 652,377,032.02	\$ 644,595,522.94	\$ 830,290.94
MBS-REMICs	\$ 67,195,956.41	\$ 67,195,956.41	\$ 71,568,446.72	\$ 318,368.46
Debentures	\$ 980,003,053.62	\$ 980,000,442.51	\$ 980,561,200.00	\$ 1,159,694.90
Debentures FR	\$ -	\$ -	\$ -	\$ -
Discount Notes	\$ 6,386,297,958.28	\$ 6,395,635,458.25	\$ 6,396,175,500.00	NA
GNMA	\$ -	\$ -	\$ -	\$ -
Supranational Debentures	\$ 350,136,669.79	\$ 350,136,669.79	\$ 350,709,000.00	\$ 454,512.50
CDs and YCDs FR	\$ 300,000,000.00	\$ 300,000,000.00	\$ 300,000,000.00	\$ 381,190.56
Bank Notes	\$ 200,000,000.00	\$ 200,000,000.00	\$ 200,000,000.00	\$ 387,333.33
CDs and YCDs	\$ 10,550,003,344.94	\$ 10,550,003,344.94	\$ 10,549,420,471.66	\$ 13,218,388.84
Commercial Paper	\$ 4,692,552,222.25	\$ 4,696,239,430.61	\$ 4,696,381,138.89	NA
<b>Corporate:</b>				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ -	\$ -	\$ -	\$ -
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,647,440,000.00	\$ 5,647,440,000.00	\$ 5,647,440,000.00	NA
AB 55 & GF Loans	\$ 6,030,937,000.00	\$ 6,030,937,000.00	\$ 6,030,937,000.00	NA
<b>TOTAL</b>	<b>\$ 67,162,806,020.08</b>	<b>\$ 67,192,905,146.66</b>	<b>\$ 67,207,758,780.21</b>	<b>\$ 44,325,367.53</b>

Fair Value Including Accrued Interest

\$ 67,252,084,147.74

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost(1.00022106). As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$20,004,421.19 or \$20,000,000.00 x 1.00022106.

# City of San Marino AGENDA REPORT



*Allan Yung, MD, Mayor*

*Richard Sun, DDS, Vice Mayor*

*Steven W. Huang, DDS, Council Member*

*Steve Talt, Council Member*

*Richard Ward, Council Member*

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: [VERONICA RUIZ, CITY CLERK]

DATE: [JUNE 24, 2016]

SUBJECT: **DESIGNATION OF VOTING DELEGATE AND  
ALTERNATE – LEAGUE OF CALIFORNIA CITIES  
ANNUAL CONFERENCE**

---

---

## **BACKGROUND**

The League of California Cities Annual Conference is scheduled for October 5-7, 2016 in Long Beach, California. An important part of the Annual Conference is the Annual Business Meeting scheduled for Friday, October 7<sup>th</sup>. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, the City Council must designate a voting delegate and an alternate in the event that the designated voting delegate is unable to serve.

## **FISCAL IMPACT**

There is no fiscal impact to designate a voting delegate and one alternate voting delegate.

## **RECOMMENDATION**

If Council concurs, the appropriate action would be:

“A motion to appoint Mayor Allan Yung as a voting delegate and Vice Mayor Richard Sun as an alternate for the Annual Business Meeting at the League of California Cities Conference scheduled for October 7, 2016.”

Attachment: League of California Cities Memorandum



1400 K Street, Suite 400 • Sacramento, California 95814  
Phone: 916.658.8200 Fax: 916.658.8240  
[www.cacities.org](http://www.cacities.org)

**Council Action Advised by July 31, 2016**

June 10, 2016

**TO: Mayors, City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference – October 5 – 7, Long Beach**

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: \_\_\_\_\_

**2016 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_ E-mail \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_ Phone: \_\_\_\_\_  
(circle one) (signature)

Date: \_\_\_\_\_

**Please complete and return by Friday, September 23, 2016**

League of California Cities  
**ATTN: Kayla Gibson**  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

**FAX: (916) 658-8240**  
E-mail: kgibson@cacities.org  
(916) 658-8247

# City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LUCY GARCIA, ASSISTANT CITY MANAGER  
CARLOS ALVRADO, CITY ENGINEER  
JASMIN ELEPANO, ADMINISTRATIVE ANALYST

*Allan Yung, MD, Mayor*

*Richard Sun, DDS, Vice Mayor*

*Steven W. Huang, DDS, Council Member*

*Steve Talt, Council Member*

*Richard Ward, Council Member*

DATE: JUNE 24, 2016

SUBJECT: **AWARD OF CONTRACT FOR THE LACY PARK RESTROOM RENOVATION PROJECT, NIB # N-16-09 (PROJECT NO. 7027)**

---

## **BACKGROUND**

As was reported at the December 9, 2015 City Council meeting, the Lacy Park Restroom Renovation Project originated from the *Making San Marino Better* list. This project was in conjunction with the Lacy Park Inner Loop and the Lacy Park Playground Improvement projects. These two projects have been completed. The Lacy Park restroom is yet to be awarded and started.

The Lacy Park Restroom Project was first advertised on November 4, 2015 on Planet Bid under Project No. N-15-27. The first due date for bid submission was November 17, 2015; but, it was extended to November 24, 2015. Three bids were received ranging from \$418,066.48 to \$625,458.34 for the base bid. The Engineer's estimate was \$250,000.00. Due to the bids being much higher than the Engineer's estimate and there being only \$195,000 of budgeted funds, staff recommended rejecting all bids.

Several modifications were made to the original plan by the City Engineer to meet the budgeted amount. The revised Lacy Park Restroom Renovation Project includes furnishing materials and labor for the construction of a 1,100 sq. ft. concrete block with tile roof restroom structure at Lacy Park. The key elements are: (1) Partial demolition and clearing of existing restroom; (2) Construction of new tile roof, men and women restroom (1,100 square foot); (3) Furnishing and installing new interior equipment and materials; e.g. stalls, partitions, counter, windows, interior tile, paint, commodes, and all appurtenances complete; (4) Outside grading and concrete flat work; and (5) Utility connections, e.g. water, sewer, and electrical. An alternate bid was added on the conversion of existing smaller restroom into storage (588 sq. ft.).

The project is estimated to be completed within ninety (90) calendar days from the start date.

The project was re-advertised on May 17, 2016 under Project No. N-16-09 on Planet Bid. 332 vendors were notified, including the three different trade publications. Twenty five prospective bidders downloaded the bid documents. The City of San Marino also published a Notice Inviting Bids on June 3 and 10 through the local paper.

A Mandatory Pre-Bid meeting was held on June 6, 2016 at 10:00 AM at the project location in Lacy Park. Eleven prospective bidders attended.

On June 15, 2016 at 11:00 A.M., sealed bids were opened and read. A total of six (6) bids were received. The submitted bids ranged from \$314,190.00 to \$688,080.86. During the bid opening, the lowest bidder did not include the required Bid Bond. The Notice Inviting Bids does contain a statement waiving technicalities on a submitted bid. It states:

*“The Council reserves the right to reject any and all bids and to waive any informality, technical defect, or minor irregularity in any bid submitted”.*

The lowest bidder provided the Bid Bond after the bid opening via e-mail.

The apparent low bid was submitted by Meyers Construction of Long Beach, California. Licenses for Meyers Construction were checked with the State of California, Department of Industrial Relations, the California Department of Consumer Affairs and the Contractors State License Board. All licenses were verified to be valid and current. Reference checks were also conducted and they were satisfactory.

The second lowest bidder, C-1 Construction Corp. of Los Angeles, California was deemed unresponsive due to the subcontractors performing over fifty percent (50%) of the work. A provision in the California Public Contract Code, Section 4100-4114, Subletting and Subcontracting Fair Practices Act, has specific requirements on when this can be allowed (see excerpt below):

4109. Subletting or subcontracting of any portion of the work in excess of one-half of 1 percent of the prime contractor's total bid as to which no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the awarding authority setting forth the facts constituting the emergency or necessity.

Lastly, the third lowest bidder, CEM Construction Corp. of Downey, California was also deemed unresponsive due to the company's failure to attend the mandatory Pre-Bid meeting on June 6, 2016. |

### **FISCAL IMPACT**

|The engineer's estimate for the project remained at \$250,000 even after the modifications. The lowest bid was still higher coming in at \$314,190.00. This bid amount was only for the base bid and did not include the bid alternate.

The Lacy Park Restroom Renovation Project has been in the FY 2014-2015 budget and was carried over in FY 2015-2016 under the following account numbers:

**Account #**

**Amount**

394-50-4600-5875	\$100,000.00
394-50-4600-7027	<u>\$95,000.00</u>
<b>TOTAL</b>	<b>\$195,000.00</b>

In addition to the construction, other anticipated costs include engineering, contingency, and inspection. The total anticipated cost is about \$397,311.80. See below for a detailed description and breakdown:

<u>Description</u>	<u>Amount</u>
<u>Construction</u>	\$314,190.00
<u>Engineering (@ 12%)</u>	\$37,702.80
<u>10% Contingency</u>	\$31,419.00
<u>Inspection</u>	<u>\$14,000.00</u>
<b><u>TOTAL</u></b>	<b><u>\$397,311.80</u></b>

The total additional funds needed for the project are estimated at \$202,311.80.

Despite several revisions to the original plan and scope of work, and bidding the project twice, bids still came higher than the Engineer’s estimate. However, the lowest submitted bid this time came in at \$100,000 less than the first bid in November. Much time and effort has been invested into this project in order to stay within the budgeted amount. Staff, therefore, proposes allocating the additional funds to get this project moving forward and completed. |

**RECOMMENDATION**

Staff recommends that the City Council accept the bid submitted by Meyers Construction Co. of Long Beach, California for the Lacy Park Restroom Renovation Project. | If Council concurs, the appropriate action would be:

“A motion to | award the bid for the Lacy Park Restroom Renovation Project, NIB #N-16-09 (Project No. 7027) to Meyers Construction Co. of Long Beach, California in the amount of \$314,190.00,

A motion to move the appropriations from Parking Lot Improvements, Account # 394-50-4600-5875 to Restroom Upgrade, Account #394-50-4600-7027; and

A motion to appropriate additional funds in the amount of \$202,311.80 to Account #394-50-5875 for the Lacy Park Restroom Renovation Project. ” |

Attachments: | Pre-Bid Meeting Roster  
 Bid Summary  
 Bid Analysis |

CITY OF SAN MARINO

MONDAY, JUNE 6TH, 2016

10:00 A.M.

MANDATORY PRE-BID FIELD MEETING:

LOCATION: LACY PARK-1479 VIRGINIA RD., SAN MARINO, CA 91108

PROJECT: LACY PARK RESTROOM RENOVATION PROJECT - PROJECT NO. 7027

ROSTER OF ATTENDEES

CONTRACTOR'S NAME & ADDRESS OR BUS. CARD	REPRESENTATIVE NAME	PHONE NO. OFFICE/CELL	E-MAIL ADDRESS	PRIME CONT. OR SUB-CONT.
UNITED CONSTRUCTION & LAND. 9018 Balboa Blvd. #128 NORTH RIDGE, CA 91725	Nell URBINA	CF 213-709-8281 T 818-988-9706 F 818-988-9707	nelle.ucmland.nrl	PRIME
OceanState Development Inc	Lizette Miranda	(020) 293-8000 Fax: (020) 293-8001	info@oceanstatedev.com	PRIME
ASTRA BUILDERS, INC. 1227 S. DALE AVE ANAHAIM, CA 92804	DRA GOS BAVRILESCU	714-404-7057	DLGEL2004@ YAHOO.COM	PRIME
G-I construction Corp 3454 W. 1st St LA CA 90004	Won Kim	213-365-2123 213-631-1373	won.kim GICLconstruction.com	PRIME
RAY'S ELECTRO SERVICE P.O. Box 50994 Pasadena CA 91115	SHERMAN RAY	426-827- 9914	WESCO1985 @MSN.COM	PRIME
RAO DEMOLITION 12703 GNEISS AVE Downey, CA 90242	CARLOS RAO DOWNTOWN	9098311542	valleybizcenter @gmail.com	SUB
Meyers Construction Co. 7020 E. El Cedral St. Long Beach, CA 90815	Stephen Meyers	562-841-8405	Meyers.Services@ gmail.com	PRIME



**CITY OF SAN MARINO**

**BIDS RECEIVED**



NOTICE INVITING BIDS NO. N-16-09

DATE AUTHORIZED 5/17/2016

BID OPENING DATE & TIME 6/15/2014 11:00 A.M.

FILE NO. FISCAL YEAR 15-16

FOR LACY PARK RESTROOM RENOVATION PROJECT (PROJECT NO. 7027)

DEPARTMENT PUBLIC WORKS DEPARTMENT - STREET DIVISION

NAME & ADDRESS OF BIDDER	DATE RECEIVED	TIME RECEIVED	AMOUNT OF BID (Base and alternate)	CASHIER'S CHECK OR BID BOND
				ADDENDUM
CEM Construction Corp. 8207 Brookgreen Road Downey, CA 90249	6/15/16	10:03 AM	\$ 351,000.00 (3) Alt. - \$ 35,000.00	Bid Bond Addendum
MZN Construction, Inc. 701 N. Harbor Blvd. La Habra, CA 90631	6/15/16	10:48 AM	\$ 443,379.16 (4) Alt. - \$ 5,000.00	Bid Bond Addendum
C-1 Construction Corp. 3454 W. 1 <sup>st</sup> St., Suite #2 Los Angeles, CA 90004	6/15/16	10:51 AM	\$ 318,676.00 (2) Alt. - \$ 43,560.00	Bid Bond Addendum
Astra Builders, Inc. 1227 S. Dale Ave. Anaheim, CA 92804	6/15/16	10:51 AM	\$ 491,264.00 (5) Alt. - \$ 100,770.00	Bid Bond Addendum
Meyers Construction Co. 7020 E. El Cedral St. Long Beach, CA 90814	6/15/16	10:53 AM	\$ 314,190.00 (1) Alt. - \$ 70,180.00	No Bid Bond Addendum
United Construction & Landscape, Inc. 9018 Balboa Blvd. #128 Northridge, CA 91325	6/15/16	10:55 AM	\$ 688,080.86 (6) Alt. - \$ 47,005.00	Bid Bond Addendum

BID AWARDED TO \_\_\_\_\_

DATE BID AWARDED \_\_\_\_\_

CONTRACT NO. \_\_\_\_\_ DATE CONTRACT APPROVED \_\_\_\_\_

Bid Results for Lacy Park Restroom Renovation Project (N-16-09 (Project No. 7027))

				1	2	3	4	5	6	
				Meyers Construction Co. 7020 E. El Cedral St. Long Beach, CA 90815	C-1 Construction Corp. 3454 W. 1st St., Suite #2 Los Angeles, CA 90004	CEM Construction 8207 Brookgreen Rd. Downey, CA 90240	MZN Construction, Inc. 701 N. HarboBlvd. La Habra, CA 90631	ASTRA BUILDERS , INC. 1227 S. Dale Ave. Anaheim, CA 92804	United Construction & Landscape, Inc. 9018 Balboa Blvd. #128 Northridge, CA 91325	
Item No	Section	Description	UOM	Qty.	Unit/Total Price	Unit/Total Price	Unit/Total Price	Unit/Total Price	Unit/Total Price	
1	Div No 1 Gen Req	Clearing and grubbing.	EA	1	\$2,200.00	\$4,680.00	\$5,000.00	\$0.00	\$0.00	\$4,723.59
2	Div No 2 Site Work	Demolition - removal and disposal of interior fixtures, walls, plumbing, pavement, tile, incidentals per plans and specifications.	EA	1	\$6,200.00	\$2,340.00	\$10,000.00	\$44,376.28	\$11,845.00	\$30,178.47
3	Div No 2 Site Work	Site Clearing - removal and disposal of exterior concrete walkway, AC pavement, columns, foundations, railing, incidentals per plans and specifications.	EA	1	\$6,500.00	\$10,920.00	\$5,600.00	\$0.00	\$10,932.00	\$14,433.18
4	Div No 2 Site Work	Grading - per plans and specifications.	EA	1	\$2,800.00	\$8,580.00	\$3,000.00	\$0.00	\$5,922.00	\$11,415.34
5	Div No 2 Site Work	Site utilities - furnish and install all electrical conduits, wiring, incidentals, as shown on Sheet E1, E2 of plans and specifications.	EA	1	\$12,800.00	\$7,476.00	\$40,000.00	\$0.00	\$45,840.00	\$16,401.34
6	Div No 2 Site Work	Portland and cement concrete site work - furnish and install new pcc pavement walkway and incidentals as shown on the grading plans, details and specifications.	EA	1	\$17,800.00	\$26,520.00	\$7,000.00	\$0.00	\$11,668.00	\$38,707.17
7	Div No 2 Site Work	Site furnishings - furnish and install new drinking fountain and incidentals as shown on the plans and specifications.	EA	1	\$3,400.00	\$780.00	\$5,000.00	\$0.00	\$5,000.00	\$4,592.38
8	Div No 2 Site Work	Hardscape - furnish and install hand railings including curbs, foundation and incidentals per plans and specifications.	EA	1	\$5,200.00	\$10,140.00	\$5,000.00	\$0.00	\$12,733.00	\$16,138.92
9	Div No 3 Concrete	Concrete footings/foundation/slab.	EA	1	\$0.00	\$2,340.00	\$5,000.00	\$36,533.76	\$11,668.00	\$16,663.77
10	Div No 4 Masonry	Masonry.	EA	1	\$0.00	\$3,900.00	\$12,000.00	\$0.00	\$23,716.00	\$33,786.77
11	Div No 5 Metals	Misc. steel.	EA	1	\$1,100.00	\$0.00	\$1,000.00	\$0.00	\$2,500.00	\$3,936.32
12	Div No 5 Metals	Other metals.	EA	1	\$0.00	\$0.00	\$500.00	\$0.00	\$2,500.00	\$787.26
13	Div No 6 Woods & Plastics	Rough carpentry.	EA	1	\$18,900.00	\$7,020.00	\$25,000.00	\$53,094.52	\$38,442.00	\$48,154.35
14	Div No 6 Woods & Plastics	Interior finish carpentry.	EA	1	\$5,480.00	\$7,800.00	\$1,000.00	\$0.00	\$7,000.00	\$3,778.87
15	Div No 6 Woods & Plastics	Other woods & plastics.	EA	1	\$1,800.00	\$2,800.00	\$3,500.00	\$0.00	\$6,751.00	\$1,968.16
16	Div No 7 Thermal & Moisture Protection	Flashing and sheet metal.	EA	1	\$1,800.00	\$9,600.00	\$1,000.00	\$0.00	\$5,000.00	\$918.48
17	Div No 8 Doors & Windows	Metal Door.	EA	1	\$2,140.00	\$3,900.00	\$6,000.00	\$33,518.28	\$8,500.00	\$7,085.38
18	Div No 8 Doors & Windows	Skylights - furnish and install four (4) 24" X 48" fixed skylight tempered low E glass.	EA	1	\$2,680.00	\$7,200.00	\$6,000.00	\$0.00	\$4,493.00	\$4,723.59
19	Div No 8 Doors & Windows	Finish hardware.	EA	1	\$1,100.00	\$840.00	\$2,500.00	\$0.00	\$3,500.00	\$3,227.78
20	Div No 9 Finishes	Metal framing and furring.	EA	1	\$0.00	\$2,400.00	\$2,000.00	\$103,496.04	\$7,000.00	\$0.00
21	Div No 9 Finishes	Lath and portland cement plaster.	EA	1	\$16,800.00	\$6,240.00	\$8,000.00	\$0.00	\$17,112.00	\$27,554.26
22	Div No 9 Finishes	Gypsum board.	EA	1	\$15,160.00	\$5,460.00	\$8,000.00	\$0.00	\$5,000.00	\$11,808.97
23	Div No 9 Finishes	Ceramic tile / wall tile / floor tile.	EA	1	\$38,200.00	\$20,280.00	\$35,000.00	\$0.00	\$43,530.00	\$55,835.42
24	Div No 9 Finishes	Anti-graffiti coating.	EA	1	\$8,200.00	\$3,900.00	\$1,500.00	\$0.00	\$2,925.00	\$4,592.38
25	Div No 9 Finishes	Painting.	EA	1	\$8,120.00	\$3,120.00	\$2,500.00	\$0.00	\$4,642.00	\$13,993.63
26	Div No 9 Finishes	Other finishes (roof tiles, vents, etc. per plans).	EA	1	\$44,640.00	\$26,400.00	\$5,000.00	\$0.00	\$17,233.00	\$30,309.68
27	Div No 10 Specialties	Toilet partitions.	EA	1	\$15,300.00	\$12,920.00	\$15,000.00	\$23,018.76	\$10,000.00	\$16,532.55
28	Div No 10 Specialties	Signage.	EA	1	\$1,800.00	\$3,000.00	\$1,000.00	\$0.00	\$1,205.00	\$314.91
29	Div No 10 Specialties	Toilet and restroom accessories.	EA	1	\$6,320.00	\$12,000.00	\$2,500.00	\$0.00	\$22,000.00	\$25,769.79
30	Div No 10 Specialties	Other specialties (laboratory and granite countertops, etc. per plans).	EA	1	\$20,650.00	\$12,000.00	\$24,000.00	\$0.00	\$5,000.00	\$7,085.38
31	Div No 15 Mechanical	Plumbing.	EA	1	\$20,500.00	\$58,200.00	\$95,000.00	\$76,200.76	\$91,767.00	\$82,662.77
32	Div No 16 Electrical	Rough electrical.	EA	1	\$18,400.00	\$16,350.00	\$5,000.00	\$73,140.76	\$15,280.00	\$150,000.00

33 Div No 16 Electrical	Finish electrical.	EA	1	\$5,400.00	\$7,400.00	\$1,500.00	\$0.00	\$15,280.00	\$0.00
34 Div No 16 Electrical	Lighting fixtures.	EA	1	\$2,800.00	\$12,170.00	\$1,000.00	\$0.00	\$15,280.00	\$0.00
Division No 17 ALTERNATE BID ITEM 35 NO 1	(1) Remove and dispose of existing toilet, urinals, sinks and incidentals. (2) Remove and dispose of existing interior non-bearing wall. (3) Install new lights, stucco, metal doors per plans. (4) Patch existing flooring with concrete to level floor as shown on the plans. Patching of existing flooring in plumbing area to match tile finished floor elevations. (5) Paint interior walls (color determined by City). (6) Installation of a new 4 foot wide metal door with frame. (7) Stucco finish to exterior of building to match existing restroom renovation.	LS	1	\$70,180.00	\$43,560.00	\$35,000.00	\$5,000.00	\$100,720.00	\$47,005.00
<b>Overall Total</b>				<b>\$384,370.00</b>	<b>\$362,236.00</b>	<b>\$386,100.00</b>	<b>\$448,379.16</b>	<b>\$591,984.00</b>	<b>\$735,085.86</b>

<b>Total w/o Bid Alternate</b>	<b>\$314,190.00</b>	<b>\$318,676.00</b>	<b>\$351,100.00</b>	<b>\$443,379.16</b>	<b>\$491,264.00</b>	<b>\$688,080.86</b>
--------------------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------

Subcontractors	41.73%	62.72%
----------------	--------	--------

## 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 <b>7/13/16</b> , 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. <b>GIVEN SOME COUNCIL ABSENCES IT MAY BE BEST TO RESCHEDULE THIS MEETING</b>
Develop a plan for San Marino Center			Interim Community Services Director Cindy Collins has been brought on to assist in advancing this project. At the April 29th meeting Ms. Collins gave an update on this topic and its relationship to Stoneman.
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. <b>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. Advertisement is going out for community members to serve on advisory committee.</b>
Street Light Upgrades			City is still working to resolve some final contractual issues with contractor.

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

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
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.

## Making San Marino Better List: "On Deck" Items

Project/Program Title:	Date Requested:	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.
<b>Oleander Plague</b>			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 working to resolve.
Vacancy Registration Ordinance	2/26/2016	Staff	Staff (Fire, Police, Public Works, Community Services and Administration) has begun research. <b>After 4/29 Study Session Council provided direction, staff and attorney working on a draft ordinance.</b>

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

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
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 - next one due July.
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's office conducting legal background research.
			6.24.2016

**PUBLIC EMPLOYEE APPOINTMENT (PURSUANT TO  
GOVERNMENT CODE SECTION 54957) - INTERIM CITY  
MANAGER**

**AGENDA ITEM NO. 8**

**CONFERENCE WITH LABOR NEGOTIATOR  
(PURSUANT TO GOVERNMENT CODE SECTION  
54957.6):**

**City Representative - John Schaefer  
Unrepresented Employee - Interim City  
Manager**