



Additional Documents Distributed for the Regular City Council Meeting August 17, 2016

Item No.	Agenda Item Description	Distributor	Document
2	Presentation of South Pasadena Tournament of Roses 2016 Float Picture and 2017 Float Design	Janet Benjamin, Chair, South Pasadena Tournament of Roses Committee	PowerPoint, Chair Presentation
7	City Manager Communications	Sergio Gonzalez	PowerPoint, Clean Air Car Show
7	City Manager Communications	Sergio Gonzalez	PowerPoint, Public Safety Open House
PC	Public Comments	Jorge Rodriguez	Handout, Blue Green Alliance
15	Award of Contract to Integrated Consulting Group, Inc., in the Amount of \$125,590 for the Next Phase of the Community Center Feasibility Study	Sheila Pautsch, Community Services Director	PowerPoint, Staff Presentation
16	Award of Contract to Vido Samarzich, Inc., for the Construction of the Monterey Road Street Improvement Project	Paul Toor, Public Works Director	Memo to Council
17	Award of Contract to KOA Corporation for Inspection and Construction Management Services for the Monterey Road Street Improvement Project	Paul Toor, Public Works Director	Memo to Council
22	Award of Contract to Raftelis Financial Services, Inc. to Conduct a Cost of Service Study for Water Utility Operations	Paul Toor, Public Works Director	Memo to Council

August 17, 2016
 Regular City Council Meeting
 Additional Documents

23	Consideration of a Special Permit Application to Keep More Than Three (3) Dogs at 1936 Hanscom Drive”	Pat and Tony Fairfield, South Pasadena Residents	Letter to Council
23	Consideration of a Special Permit Application to Keep More Than Three (3) Dogs at 1936 Hanscom Drive”	Jim and Judi Cowell, South Pasadena Residents	Letter of Support to Council
26	Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District	Paul Toor, Public Works Director	PowerPoint, Staff Presentation
26	Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District	Paul Toor, Public Works Director	PowerPoint, EXTRA SLIDE
26	Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District	Jean Zenas, South Pasadena Resident	Email to Council
26	Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District”	Julian Petrillo, South Pasadena Resident	Email to Council
26	Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District”	Megan Dostal, South Pasadena Resident	Email to Council

South Pasadena Tournament of Roses Annual City Council Report August 2016

Topics include:

- Slate of officers, committee Chairs and members at large
- Review of the 2015-2016 Income and Expense Statement
- Review of estimated 2016-2017 Budget
- Presentation of Official Parade Photograph to City for Display
- Unveiling of 2016 Float Rendering

MISSION STATEMENT

The mission of The South Pasadena Tournament of Roses Committee is to create positive exposure for our city through participation in the Pasadena Tournament of Roses Parade, which will elevate our community and our organization by using principles based on volunteerism for the successful completion of our annual floral entry.

History



The 1911 South Pasadena Float

Photo courtesy of Huntington Library

2016-2017 SPTOR Officers and Committee Chairpersons

Chairperson	Janet Benjamin
Vice Chairperson	Vacant
Treasurer	Sandy Fielding
Secretary	Megan Colburn
Construction Chairperson	Paul Abbey*
Construction Assistant	Robert Nicholes
Decoration Chairperson	Janet Benjamin
Design Chairperson	Paul Abbey*
Event and Site Chairperson	James Jontz*
Social Media Chairperson	Chris Colburn*
Direct Mail/Marketing Chairperson	Paul Abbey*
Classic Car Chairperson	Ted Shaw*
Raffle Chairperson	Alan Vlacich*
Golf Chairperson	Alan Vlacich* & John Vandercook*
Parade and Game Tickets	Ted Shaw*
Crunch Time Chairperson	Courtney Dunlap
Live Auction Chairperson	Ted Shaw*

2016-2017 SPTOR Officers and Committee Chairpersons

Silent Auction Chairperson	MJ Craig
Silent Auction Co-Chairperson	Wendy Snow
Souvenir Chairperson	Sandy Fielding
Volunteer Food Chairperson	Vacant
Publicity Chairperson	Bill Glazier
Volunteer Chairperson	Courtney Dunlap
Nominating Chairperson	Alan Vlacich*
Web Site Chairperson	Bill Cullinane*
Web Master	Sara Cullinane
Past Chairperson	Chris Colburn*
Staff Liaison	Chris Castruita
Council Liaison	Bob Joe

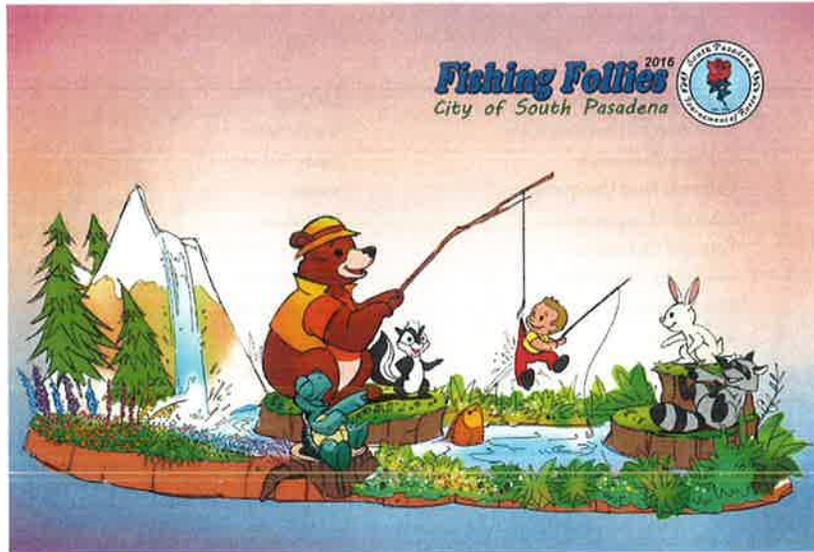
*Past Chairperson

2016-2017 Budget

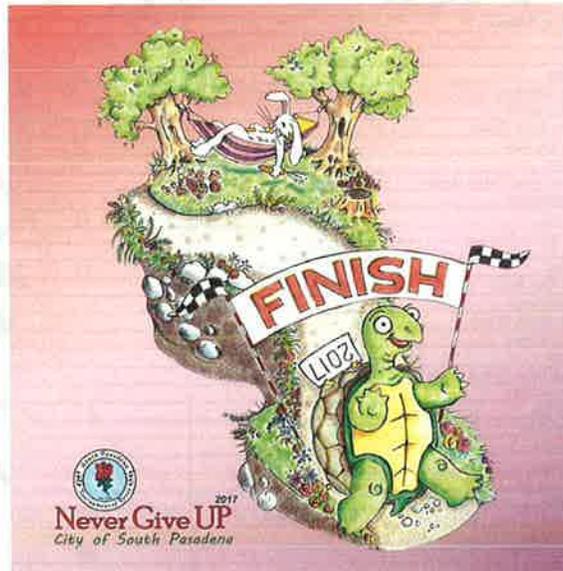
ALL FIGURES BELOW BALANCE FORWARD ARE ESTIMATED

Beginning Balance		\$	61,791.03
	Income		
Souvenirs		\$	6,000.00
Crunch Time Party			35,000.00
Golf Tournament			9,000.00
Ultimate Raffle Tickets			20,000.00
Classic Car Show			30,000.00
Donations			20,000.00
Parade & Game Tickets - Sales			10,000.00
Misc Fundraisers			1,500.00
	Total Income	\$	131,500.00
	Expenses		
Souvenirs		\$	2,119.00
Crunch Time Party			7,896.00
Golf Tournament			2,900.00
Ultimate Raffle Tickets			650.00
Classic Car Show			15,500.00
Donations			1,200.00
Parade & Game Tickets - Sales			6,200.00
Misc Fundraisers			500.00
Event & Site			20,765.00
Administration			8,000.00
Construction			32,500.00
Decoration			31,500.00
Design			200.00
Volunteers			250.00
	Total Expenses	\$	130,180.00
Income		\$	131,500.00
Expenses			130,180.00
	Total	\$	1,320.00
Ending Balance 2016 - 2017		\$	63,111.03

2016 Official Float Photograph



2017 Official Float Rendering



Volunteer Opportunities



Committee Volunteers:

- Year-round need for administrative, outreach and fundraising volunteers. Email Contact@sptor.org for more information.



Construction Volunteers:

- May through January need for welders, mechanics, fabricators and woodworkers to assist in the actual construction of the float. Email construction@sptor.org for more information.



Decoration Volunteers:

- October through January need for painting, seeding, floral application and fine detail decoration of the annual float entry. Email volunteer@sptor.org for more information

Website and Social Media

Our Website

WWW.SPTOR.ORG



[Facebook.com/sprosefloat](https://www.facebook.com/sprosefloat)



Twitter: [@SPRoseFloat](https://twitter.com/SPRoseFloat)



Instagram: [@SPRoseFloat](https://www.instagram.com/SPRoseFloat)

OUR 12TH YEAR **South PASADENA** **CRUZIN FOR ROSES** **ROUTE 66**

South Pasadena Tournament of Roses *Twelfth Annual*
HOT ROD & CLASSIC CAR SHOW 2016

All proceeds benefit the South Pasadena Tournament of Roses (the oldest hot-rod show in the parade)

SUNDAY, SEPTEMBER 18
10 AM to 3 PM
on Mission Street (Route 66)
From Fair Oaks to the Gold Line Mission Station

SM SHAW, MOSES
MIA MENDENHALL INSURANCE

Athens Services
Auto Collision Repair • Tires • Oil Change • More Services

McCallum
NINETYWORKS

South Pasadena Review
SOUTH PASADENA NOW.COM

Lristol Farms

LO/JACK

Burke Triola Studios • The Kutzer Company • So Pas Police Association



Clean Air Car Show & Green Living Expo



- ### Highlights
- “What is the Electric Car?”
- Award winning film
 - Energy Efficiency 101
Workshop
 - Alternative Fuel Vehicles
 - Green Living Vendors

Event Sponsors



**South Coast
AQMD**



**Renewal
by Andersen**
LOS ANGELES an Andersen Company

Garfield Park—Grevelia St. and Stratford Ave.

Events will take place in the Youth House with vendors just outside on the grass.

SATURDAY, SEPTEMBER 10, 2016

11AM—4PM

Additional Material
AGENDA ITEM # 7
8/17/16
Gonzalez

South Pasadena Police and Fire Department



Open House



Sunday, September 18, 2016

10 AM to 3 PM

1422 Mission Street, South Pasadena



Free Giveaway Items * Police Canines * Helicopters * Police and Fire Station Tours * Safety Information
 Hot Rod & Classic Car Show * Child Souvenir Photographs * Antique Fire Engines * Police and Fire Demonstrations
 Emergency Preparedness Information * Earthquake Safety * Support the SPPOA "Pink Patch" Program for Breast Cancer
 Child Fingerprinting and Photographs * Enter the SPPOA raffle to win a ride in a Police Helicopter

AND MUCH, MUCH MORE!

Event Generously Sponsored and Supported by:

COMMLine inc.
Public Safety Communications

GET IT BACK WITH
LO JACK

HENRY'S
Towing & Recovery Inc.
www.henrystow.com



South Pasadena Police
Officers' Association

**TRADER
JOE'S**



Bristol Farms
Your Extraordinary Food Store



MIJARES
Mexican Restaurant

**COGENT
SYSTEMS**



4 Blue Veterinary Hospital

For more information visit www.southpasadenaca.gov, or call 626-403-7285

Additional Material
AGENDA ITEM # 7

8/17/16 City Council Mtg.

Gonzalez

BLUEGREEN ALLIANCE

March 31, 2016

Michael Picker, President
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

Re: Staff Recommendations on Natural Gas Leakage Abatement following SB 1371 (Leno, 2014)

Dear President Picker:

On behalf of the above organizations, we write to thank you for your leadership on climate change and to express our support for the staff recommendations on the California Public Utilities Commission (CPUC) rulemaking (R. 15-01-008) on natural gas leakage abatement as discussed in SB 3171 (Leno, 2014).

The CPUC staff recommendations call for better training programs, more trained, experienced personnel in the field, better leak detection processes, and a defined timeline to fix known leaks. These recommendations, if adopted and implemented as proposed, will reduce the risk of damage to the environment and workplaces from explosions, air pollution and other climate change impacts while simultaneously employing California workers.

Natural gas is an integral part of California's energy portfolio and economy – over 12 million households in the state heat their homes, food and water with it – and it accounts for more than 40 percent of the state's electricity production. Statewide, utilities maintain more than 150,000 miles of natural gas distribution pipe serving homes, apartments and businesses.

Unfortunately, as Aliso Canyon demonstrated, it is more critical than ever that we take action to protect Californians from the dangers of natural gas pollution.

In 2014, the Governor signed the Gas Pipeline Leak Repair and Emissions Reduction Act (SB 1371) to require all public utilities and storage providers in California to use the most advanced technology to find leaks, and require them to repair the leaks they find. The CPUC was then tasked to determine and to implement best practices for leak identification, repair, and avoidance, as well as better accounting of the climate change impact of natural gas leaks in the distribution systems throughout our cities and communities.

On March 24, the CPUC issued staff recommendations on best practices for natural gas leak detection and repair. These recommendations represent a new way of doing things to include changes to policies and practices, better training programs, new job classifications and staffing levels, and better leak detection processes, and a defined timeline to fix known leaks.

cc: Council; CM; CCG; Reference Binder;
Original to 8/17/16 ADDL DUCR

Additional Material
AGENDA ITEM # PC
8/17/16 City Council Mtg.
Jorge Rodriguez

These rules are sorely needed. For example, in 2014 the Southern California Gas Company reported a backlog in repairing of over 9,400 leaks, of which more than 1,000 may wait a year or longer to be fixed. Furthermore, more than 2.4 million (out of 5.9 million) natural gas services – which connect buildings to gas mains – have been identified as leak-prone.

While the majority of these leaks may not pose an immediate threat to life and property, significant climate change and air pollution impacts of methane leaks natural gas systems are increasingly coming into focus. Methane – the primary component of natural gas – is a significant contributor to climate change. The uncontrolled emissions from leaky pipes and components are estimated to be the equivalent of millions of cars on the road. Worse yet, many of these leaks are in proximity to homes, schools, hospitals, and other public facilities where they may develop into larger leaks that can pose more of an immediate hazard.

We applaud CPUC's draft recommendations to minimize methane emissions from the natural gas transmission and distribution system. These recommendations are a significant and necessary step to reducing, finding and fixing natural gas leaks.

Thank you again for your leadership on climate change. We welcome you in joining us to see that these recommendations are adopted by the CPUC and implemented by the utilities.

Sincerely,

California BlueGreen Alliance

C: Elizaveta Malashenko, Director of Safety and Enforcement, California Public Utilities Commission



GOOD JOBS CLEAN ENVIRONMENT FAIR ECONOMY

BLUEGREEN[®] A L L I A N C E

Too often, Americans are asked to choose between good jobs and environmental protection. But as we take steps to address the present and future impacts of climate change and other environmental hazards—and as we adapt to the rapidly shifting global economy—we can and must have both.



HO

WHO WE ARE



The BlueGreen Alliance is a national partnership of America's largest labor unions and most influential environmental organizations. We work together to turn today's biggest environmental challenges into our biggest economic and job-creating opportunities. With millions of members and supporters, we are a powerful, unified voice calling for good, family-sustaining jobs, a clean environment and a thriving and fair American economy.

HOW WE WORK

Align, solve, educate and advocate. The BlueGreen Alliance works across the country to **build alliances** around **commonsense solutions** to today's biggest environmental challenges. We **educate** union members and environmentalists about economic and environmental issues. And we **advocate** for these sound solutions at the state and federal level.

Our **work spans the country**, with staff in Washington, D.C., Ohio, Pennsylvania, Michigan, Minnesota, Indiana, Illinois, Washington, and California.

Our research shows how solutions to climate change and other environmental problems actually make economic sense, and have the potential to create and sustain hundreds of thousands of middle-class jobs.

The BlueGreen Alliance brings together labor, environment, and the business community through our **Corporate Advisory Council**, which includes some of the world's largest companies—Alcoa, ArcelorMittal, AT&T, Corning, General Motors, International Paper, and UPS—where we develop practical solutions to sustainability that improve the bottom line and create job opportunities.

**CORPORATE
ADVISORY
COUNCIL**





WHAT WE W

Clean Jobs

The BlueGreen Alliance is working state-by-state and in the halls of Congress to advance solutions to climate change and to other environmental problems that create and secure quality, family-sustaining jobs.

We are working to address climate change by helping to implement the Clean Power Plan in the right way at the state level, advocating for assistance for workers and communities impacted by the transition to clean energy, and providing companies the practical assistance they need to grow the supply chain for clean economy products.

We are promoting safe chemicals and safe jobs by providing workers across the country with the tools they need to identify harmful and dangerous chemicals in the workplace and to encourage the development and manufacturing of safer alternatives.

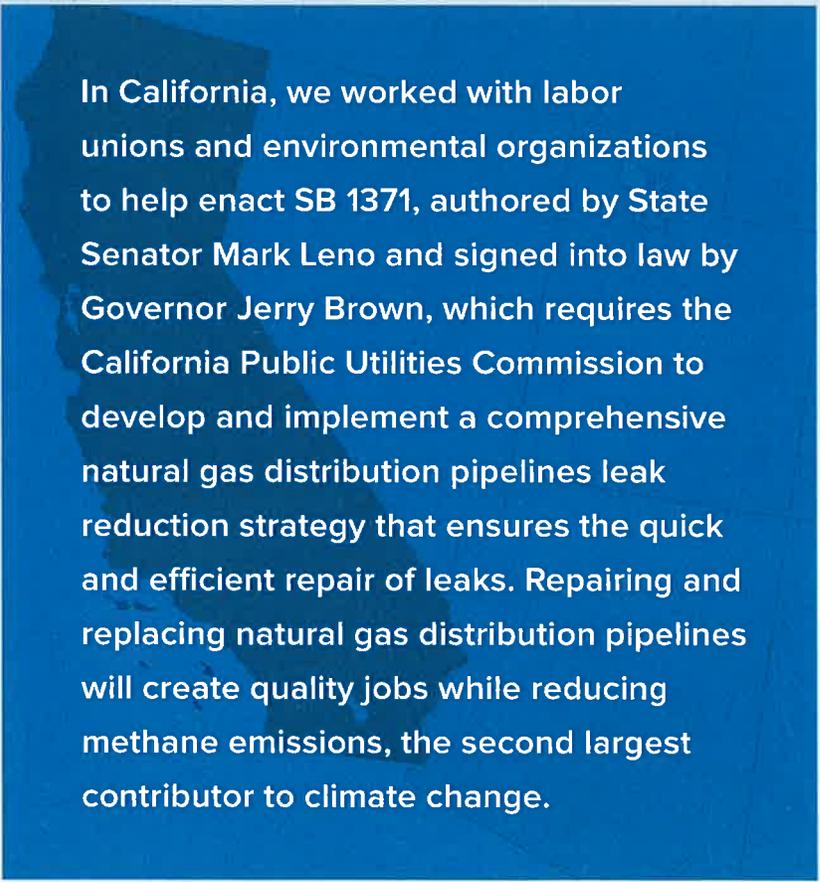


ORK ON

In Minnesota, we worked with labor and environmentalists to pass a provision that authorized the state Department of Commerce to issue \$100 million in state revenue bonds to local governments to provide low-cost financing for industrial, commercial and community energy efficiency projects. This loan fund will help industrial users gain access to low-cost financing while reducing carbon emissions by making their operations more efficient.

Clean Infrastructure

America's infrastructure—including energy and water systems—is in disrepair and unprepared for the significant impacts of climate change. Through our work on **Clean Infrastructure**, we are working on the state level to repair and replace leak-prone natural gas distribution pipelines and urging federal standards to reduce methane emissions system wide. We are diligently working to implement and improve fuel economy standards for light- and heavy-duty vehicles and to ensure that U.S. transit systems are made with domestic products. And we are identifying solutions to repair our nation's water infrastructure. All of these solutions will create and secure quality jobs while rebuilding our nation's infrastructure to be more efficient and more prepared.

A dark blue silhouette of the state of California is centered in the background of the text box.

In California, we worked with labor unions and environmental organizations to help enact SB 1371, authored by State Senator Mark Leno and signed into law by Governor Jerry Brown, which requires the California Public Utilities Commission to develop and implement a comprehensive natural gas distribution pipelines leak reduction strategy that ensures the quick and efficient repair of leaks. Repairing and replacing natural gas distribution pipelines will create quality jobs while reducing methane emissions, the second largest contributor to climate change.

JOIN



International Trade

The BlueGreen Alliance believes that a just trade policy for the 21st century can promote growth and prosperity across all sectors of the global society—not just for multinational corporations and a few elites—and should embed truly enforceable labor, environmental, and human rights standards in our trade agreements.

We also recognize the importance of an international climate agreement that includes enforceable, transparent and verifiable commitments from other nations to reduce carbon emissions and avoid the worst impacts of climate change. As part of our work to promote a binding global agreement, we are working to ensure the inclusion of a just transition provision for workers and a level playing field for American manufacturing.

www.bluegreenalliance.org/join

info@bluegreenalliance.org

 [@BGAlliance](https://twitter.com/BGAlliance)

 www.facebook.com/bluegreenalliance

South Pasadena Community Center Process Flow Chart Phase 3 Design Level

2016



Task 1 Site Analysis

Code Research
Site Research
Civil Engineer
Structural Engineer
Field Measure Existing Building
Market Research for Lease Space

Meetings

Aug – Staff Input on Spaces
Sept – Ad-Hoc Committee Review
Oct – Staff Review of Market Research
Nov – Pk & Rec Commission Update

Dec - Mar



Task 2 Architectural Design

Project Team Meeting
Boundary Survey
Site Topography
Concept Grading Plan
Structural Floor Plans
Room Floor Plans
Elevations
Cost Estimates
Funding Strategies
3D Video Overview

Meetings

Dec - Project Team Staff Review
Jan – Council Study Session on Cost & Funding
Feb – Ad-Hoc Committee Review
Mar – Saturday Community Workshop

2017



Task 3 Approval

Final Report
Ad-Hoc Committee
Pk/Rec Commission
Seniors Meeting
Council Meetings (Study Session and Regular Meeting)

Meetings

April – Seniors Presentation
April - Pk & Rec Presentation
May – Ad- Hoc Recommend
June/July – Council Decision

SouthPasadena
Community
Center Feasibility Study



CC incorporated
Integrated Consulting Group
Planning • Architecture • Landscape Architecture

4100 CALINGALIA PARK, SUITE 202
CHINA HILLS, CA 91709
909.522.7999

AGENDA ITEM #

15

City Council Mtg.

8/17/16

Memo

Date: August 17, 2016
To: Mayor and City Council
From: Paul Toor, Public Works Director *PT*
Via: Sergio Gonzalez, City Manager *SG*
Re: Cost Breakdown-Monterey Road Street Improvement Project (Phase I)

City Council will consider award of construction contract for the Monterey Road Street Improvement Project (Phase I) during regular City Council meeting on August 17, 2016. As part of the contract, staff has incorporated some sidewalk repairs at other street locations to take advantage of economy to scale instead of bidding sidewalk repairs as a standalone project. Here is the detailed cost breakdown of construction costs for the Monterey Road Project;

- Monterey Road Street Improvements (Phase I)
 - Fair Oaks Avenue to Meridian Avenue
 - Pasadena Avenue to 300 feet east of Pasadena Avenue \$1,410,160
 - Sidewalk Repairs \$ 142,200
 - Bank Street from Fair Oaks Avenue to Marengo Avenue
 - Glendon Way from El Centro Street to Monterey Road
 - Park Avenue from Mission Street to Oxley Street
- Total: \$1,552,360

All the proposed water improvements included in the Phase I (\$225,000) will be paid through water utility operation reserves. A budget reconciliation along with detailed cost breakdown for the Monterey Road Improvements will be provided to the City Council after completion of the first phase of the project. A sum of \$736,000 has been budgeted for Monterey Road Street Improvements (Phase II) from Meridian Avenue to Via Del Ray budgeted for Fiscal Year 2016-17. In addition, a budget request will be submitted to the City Council for consideration for Fiscal Year 2017-18 for the remaining Monterey Road Street Improvements.

*CC: Council; CM; CA; CCC; PTOOR; Reference Binder;
 Original to 8/17/16 ADDL Docs*

*Additional Material
 AGENDA ITEM # 10
 8/17/16 City Council Mtg.*



CITY OF SOUTH PASADENA

INTER-OFFICE MEMORANDUM

Date: August 16, 2016

To: City Council

From: Paul Toor, Public Works Director *PT*

Via: Sergio Gonzalez, City Manager *SG*

Re: Fee Proposal Summary- Inspection and Construction Management Services for the Monterey Road Street Improvement Project

The purpose of this memorandum is to provide the detailed fee information for the consulting services for inspection and construction management services for the Monterey Road Street Improvement Project. A staff report to award a professional services agreement to KOA Corporation is scheduled for the City Council's consideration at the regular meeting on August 17, 2016.

A request for proposals (RFP) was advertised on the City's website, on the Integrated Marketing System, and direct-mailed to selected firms experienced in inspection and construction management services for municipal capital improvement projects. Six firms responded to the request for proposals. Staff reviewed the proposals and ranked as follows:

Firm	Monterey Road Project Fee
KOA Corporation, <i>Monterey Park</i>	\$ 60,480*
GK & Associates, <i>Diamond Bar</i>	\$ 58,500
Citadel CPM, Inc., <i>Pasadena</i>	\$ 63,850
Southstar Engineering, <i>Riverside</i>	\$ 76,770
ERSC, Inc., <i>Irvine</i>	\$101,700
DMR Team, Inc., <i>Culver City</i>	\$ 54,000

* Negotiated price. Original proposal was \$65,520

After ranking the proposals, the fee schedules for the shortlisted firms were opened. KOA Corporation was ranked as the best qualified firm to provide the inspection and construction management services. GK & Associates was awarded the construction management services agreement for the Fletcher Avenue Street Improvement Project and Preventative Maintenance Project which will be under construction concurrently, with the Monterey Road Street Improvement Project. Staff negotiated the price by reducing hourly rate to be in-line with other engineering firms. Based upon the scope of work and construction duration of the project, the proposed fees are just and reasonable.

*cc: Council; CM; CA; CCC; PTOOR; Reference Binder;
Original to 8/17/16 ADDL Docs*

Additional Material
AGENDA ITEM # 17
8/17/16 City Council Mtg.

Fee Proposal Summary – Inspection and Construction Management Services for the Monterey Road Street Improvement Project

August 17, 2016

Page 2 of 2

Section 4526 of the Government Code states that professional services contracts are to be bid based on qualifications rather than on price:

Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

KOA Corporation is an engineering firm based in Monterey Park and specializes in providing construction management, traffic engineering, transportation planning, and other general civil engineering services to municipal agencies. They have provided similar inspection and construction management services recently to the Cities of Banning, La Habra, and Torrance. KOA Corporation has recently completed the inspection and construction management for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project. Staff has checked KOA Corporation's references, and recommends awarding the inspection and construction management services on the Monterey Road Street Improvement Project to KOA Corporation.



CITY OF SOUTH PASADENA

INTER-OFFICE MEMORANDUM

Date: August 17, 2016

To: City Council

From: Paul Toor, Public Works Director

Via: Sergio Gonzalez, City Manager

Re: Fee Proposal Summary- Cost of Service Study for the City of South Pasadena's Water Utility Operations

The purpose of this memorandum is to provide detailed fee information to recommend the award of consulting services to Raftelis Financial Services, Inc., to conduct a comprehensive Cost of Service Study (Study) for the City's water utility operations. The cost of services agreement is scheduled for the City Council's consideration at the regular meeting on August 17, 2016.

A request for proposals (RFP's) was advertised on the City's website, and direct-mailed to five consulting firms experienced in conducting and preparing cost of study reports for water districts and municipal agencies. The following three firms responded to the request for proposals on June 28, 2016 listed as follows:

Raftelis Financial Services, Inc., Los Angeles, CA	\$55,465
NBS, Temecula, CA	\$59,550
Black & Veatch, Los Angeles, CA	\$81,300

After ranking the proposals, staff determined Raftelis to be the most qualified consultant to undertake and successfully complete this Study.

Raftelis is well recognized throughout Southern California for this type of work, and they have accumulated a long list of satisfied clients as was made evident in verifying their list of references. In addition, having prepared the City's most recent water rate study which was completed in 2012, Raftelis is familiar with City's operations and has established a working relationship with staff.

In addition, a sewer rate study conducted by the City in 2009 did not address the billing criteria for the commercial/industrial customers. As a result, all the commercial/industrial customers are being billed equivalent to a single family resident irrespective to the quality and quantity of sewer effluent, which needs to be addressed. As the previous sewer study was also conducted by Raftelis, it is prudent to address the sewer billing rate anomalies along with water rates as it will also require Proposition 218 mailer for a protest hearing.

cc: council; cm; CA; CCC; PTOOR; Reference Binder;
Original to 8/17/16 ADDL DOCS

Additional Material
AGENDA ITEM # 22
8/17/16 City Council Mtg.

Fee Proposal Summary – Cost of Service Study for the City of South Pasadena’s Water Utility Operations
August 17, 2016
Page 2 of 2

Staff has negotiated a not to exceed amount of \$22,500 with Raftelis to update the Study if the City elects to proceed concurrently to avoid separate standalone Proposition 218 mailing process at a future date. To issue a separate RFP for a sewer cost of service study would result in less favorable fees and having Raftelis undertake both studies concurrently will be in the best interest of the City.

City of South Pasadena

AUG 15 2016

August 14, 2016

City Clerk's Division

Mr. Anthony J. Mejia
City of South Pasadena
Chief City Clerk
1414 Mission Street
South Pasadena, CA 91030

Dear Mr. Mejia:

Re: Special Permit for Lisa & Michel Gastonguay for their dogs

We are next door neighbors to the Gastonguays and are writing to you to strongly support their request for a special permit to keep their dogs.

Their dogs are in no way a nuisance and probably make less noise than our one Rat Terrier. The dogs are well taken care of and pose no danger to anyone. The Gastonguays have been considerate neighbors and have greatly enhanced the appearance of our neighborhood.

Again, please make an exception for them.

Sincerely,

Pat + Tony Fairfield
Pat and Tony Fairfield

P.S. I am also a neighbor at 1923 Hanscom and agree with Pat + Tony that the Gastonguays should be allowed to keep their dogs. Thank you for your consideration. Wendy Ryan

*cc: Council; CM; CA; CCC; AMiller; MNeft; Reference Binder;
Original to 8/17/16 ADDL DOCS*

Additional Material
AGENDA ITEM # 23
8/17/16 City Council Mtg.

City of South Pasadena

AUG 16 2016

City Clerk's Division

Date: August 16, 2016

South Pasadena City Council
via: Anthony Mejia and Desiree Jimenez
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91010

Subject: Application for a Special Permit to Keep More Than Three (3) Dogs at 1936 Hanscom Drive

Dear South Pasadena City Council;

We have reviewed the Castonguay's application to keep more than three (3) dogs at 1936 Hanscom Dr., and wanted to provide a response. Our property at 1948 Hanscom Drive, abuts the Castonguay's and we have been neighbors for almost 3 years. We remember the cute puppies and have watched them grow up. There have been times where the dogs have been noisy and the Castonguay's have been very responsive and creative in finding ways to keep them quiet. They have provided us with their contact information so that if there is an issue, we can let them know. When we have done that, they have always been very responsive and polite. We anticipate that this courteous behavior will continue if this request is approved. We believe that conditions of approval will protect our interests. The only lingering concern is the potential impact on our property value upon disclosure of this special permit if we were to sell our home. Upon consideration, we think that potential buyers could be convinced that the Castonguay's are courteous and considerate neighbors.

Sincerely,



Judi and Jim Cowell
1948 Hanscom Dr.
South Pasadena, CA 91030

Additional Material
AGENDA ITEM # 23
8/17/16 City Council Mtg.

CC: Council; CM; CCC; CA; Reference Binder;
original to 8/17/16 ADDL Docs



LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT

AUGUST 17, 2016

City of South Pasadena




History of the LLMD

- City Council previously approved formation of the Landscape and Lighting Maintenance District (LLMD) pursuant to Landscape and Lighting Act of 1972
- Since 1997 South Pasadena has not increased the annual LLMD Assessment
- Currently the LLMD funds maintenance and operation of:

Trees	Parkway Landscape
Street Lights	Traffic Signals



*cc: council; em; CA; CCC; Reference Binder;
Original to 8/17/16 ADDL DDCS*

Additional Material
AGENDA ITEM # 210
8/17/16 City Council

Forestry Challenges

- Aging Forestry
- Diseased and Declining Trees
- Vacant Tree Wells
- Drought Conditions
- Increase in City claims due to fallen limbs and branches
- General Fund is subsidizing the LLMD
- Increase in Operational Costs due to Prevailing Wage Increases



Example of Dead Tree on Fair Oaks

Proposed LLMD Update

- LLMD Update is being proposed to bring Assessments up to date with current operating costs
- Proposed LLMD will fund Operation and maintenance of:
 - Landscape and Trees within the District
 - Street Lighting within the District
- The Proposed assessment revenue will be exclusively used for Trees and Street Lighting



LLMD Updated Assessment

Comparison of Previous Assessed Rates vs. Proposed Assessed Rates

Item	Zone 1	Zone 2	Zone 3	Zone 4
Previous Assessed Rates	\$97.12	\$104.09	\$78.92	\$71.26
Proposed Assessed Rates	\$107.21	\$107.21	\$107.21	\$80.41
Change in Assessment Rate	\$10.09	\$3.12	\$28.29	\$9.15
Total EDUs in Zone	1,856.01	2,050.16	5,948.92	399.60

Average Change in Assessment Rate \$12.66

Weighted Average Change in Assessment Rate \$19.22



CPI Comparison

Consumer Price Index, All Urban Consumers, for the Los Angeles-Riverside-Orange County Area

CPI Feb-97	159.2
CPI Feb-16	247.1
CPI % Increase	55.2%

Item	Zone 1	Zone 2	Zone 3	Zone 4
Previous Assessed Rates	\$97.12	\$104.09	\$78.92	\$71.26
Previous Assessed Rates with CPI Increase	\$150.75	\$161.57	\$122.50	\$110.61
Proposed Assessed Rates	\$107.21	\$107.21	\$107.21	\$80.41
Difference Between Proposed Rates and Previous Rates with CPI Increase	(\$43.54)	(\$54.36)	(\$15.29)	(\$30.20)

Cost Comparison 1997 vs 2016

Item	1997	2016	% Increase
First-Class Stamp	\$0.32	\$0.47	46.9%
Gallon of Gasoline	\$1.23	\$3.10	152.0%
Dozen Eggs	\$1.17	\$3.82	226.5%
Old Zone 1 with Proposed Increase for 2017	\$97.12	\$107.21	10.4%
Old Zone 2 with Proposed Increase for 2017	\$104.09	\$107.21	3.0%
Old Zone 3 with Proposed Increase for 2017	\$78.92	\$107.21	35.8%
Old Zone 4 with Proposed Increase for 2017	\$71.26	\$80.41	12.8%

LLMD Update Process

- Adopt Resolution of Initiation and Prepare Engineer's Report
- Adopt a Resolution of Intention
- Send Notice of Public Hearing and Ballot
- Hold a Public Hearing and Tabulate Ballots
- City Council Action



Tentative Schedule

- August 17, 2016: Resolution of Initiation, Review Engineer's Report and Resolution of Intention
- September 1, 2016: Mail Property Owner Notice and Ballot (At least 45 days Prior to Public Hearing)
- October 19, 2016: Public Hearing, Tabulate Ballots and City Council Action



Questions





LLMD with Additional Revenue

Below is an example of the LLMD Assessment with an additional \$100,000 in Revenue.

Revenue for Proposed LLMD: \$1,105,233
 Additional Revenue: \$100,000
 Total Revenue: \$1,205,233

Item	Zone 1	Zone 2	Zone 3	Zone 4
Previous Assessed Rates	\$97.12	\$104.09	\$78.92	\$71.26
Proposed Assessed Rates	\$116.91	\$116.91	\$116.91	\$87.68
Change in Assessment Rate	\$19.79	\$12.82	\$37.99	\$16.42
Total EDUs in Zone	1,856.01	2,050.16	5,948.92	399.60



Desiree Jimenez

From: Jean Zenas [REDACTED]
Sent: Thursday, August 11, 2016 1:16 PM
To: CCO
Subject: The City's timing of the LLMP election

City of South Pasadena

AUG 12 2016

City Clerk's Division

Hello,

While I appreciate and support you all on the LLMP, I am deeply concerned about the timing of the election you are considering. The timing currently under consideration would directly coincide with the timing of mail-in ballot voting on a very lengthy general election ballot including our local school bond measure to support much-needed So Pas school improvements.

The potential confusion of multiple mail-in ballots for voters is of great concern - both for the local school bond measure and the assessment.

My understanding that the timing of the City receiving funding from the assessment would not be impacted, I encourage you to delay your mail-in ballot voting period to at least 60 days after the November election.

Thank you for all your hard work.
Sincerely,
Jean Gunn Zenas

*CC: Council; CM; CA; CCC; FW; Reference Binder; Original to 8/17/16
Addl Docs*

Desiree Jimenez

From: Julian Petrillo [REDACTED]
Sent: Thursday, August 11, 2016 1:27 PM
To: CCO
Subject: LLMP bond timing

City of South Pasadena

AUG 12 2016

Dear Council members:

City Clerk's Division

My name is Julian Petrillo, and I've lived in South Pas for about 17 years. I'm an active community volunteer in several organizations, including PTA, DUDES, AYSO, and South Pas little league.

It's come to my attention that you are considering a mail-in ballot for the "LLMP" between now and the general election in November. I have concerns about that idea, for two reasons:

- 1) I support the school bond measure, which will be on the November ballot, and I feel like citizens seeing a mail-in ballot for the LLMP between now and November will be confused and could possibly feel like they've already voted for the bond measure, when in fact their vote was for (or even against) the LLMP.
- 2) I also support the LLMP, and I feel like the best time for a vote to ensure its passage is after the dust has settled on the upcoming election, which has tons of ballot measures for which we're already seeing advertising both for and against.

I strongly encourage council members to consider delaying the LLMP mail-in ballot for at least a couple of months after the November general election, for the good of both the school bond and the municipal bond.

Thank you for your careful consideration of this matter,

Julian Petrillo
800 Adelaine Avenue
917-674-8236

*CC: Council; CM; CA; CCL; FW; Reference Binder; Original to 8/17/16
1
Addl Docs*

Additional Material
AGENDA ITEM # 26
8/17/16 City Council Mtg.

Desiree Jimenez

From: Megan Dostal [REDACTED]
Sent: Thursday, August 11, 2016 2:26 PM
To: CCO
Cc: Lucy Demirjian
Subject: Concern: City Council Timing on LLMP mail in ballot

City of South Pasadena

AUG 12 2016

City Clerk's Division

Hello,

While I appreciate and support you all on the LLMP, I am deeply concerned about the timing of the election you are considering.

The timing currently under consideration would directly coincide with the timing of mail-in ballot voting on a very lengthy general election ballot including our local school bond measure to support much-needed So Pas school improvements.

The potential confusion of multiple mail-in ballots for voters is of great concern - both for the local school bond measure and the assessment.

My understanding is that the timing of the City receiving funding from the assessment would not be impacted, I encourage you to delay your mail-in ballot voting period to at least 60 days after the November election.

*Thank you for all your hard work.
Sincerely,
Megan Dostal*

*CC: Council; CM; CA; CCL; FW; Reference Binder; Original to 8/17/16
Addl Docs*