



**MINUTES OF THE SPECIAL MEETING OF THE
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
PUBLIC FINANCING AUTHORITY/HOUSING AUTHORITY
OF THE CITY OF SOUTH PASADENA CONVENED
THIS 23rd DAY OF APRIL 2014, AT 6:15 P.M.
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

1. ROLL CALL

Mayor Khubesrian convened the Special Meeting of the South Pasadena City Council/Redevelopment Successor Agency (Agency)/Public Financing Authority (Authority)/Housing Authority (Authority) at 6:25 p.m.

Present were City Councilmembers/Agency/Authority Members Cacciotti, Mahmud, and Schneider; Mayor Pro Tem/Agency/Authority Vice Chair Joe; and Mayor/Agency/Authority Chair Khubesrian.

Absent: None.

Other Officials and staff present: City Manager/Agency/Authority Executive Director Gonzalez; Assistant City Manager Straus; City Attorney/Agency/Authority Counsel Adams; Police Captain Wheelless; Fire Chief Frawley; Public Works Director Toor; Planning and Building Director Watkins; Finance Director Batt; Assistant Finance Director Lieu; Community Services Director Pautsch; Deputy Public Works Director Furukawa; and Chief Deputy City Clerk Hall.

2. PUBLIC COMMENTS

Mayor Khubesrian opened the Public Comments section.

Janet Braun, Chair, Public Safety Commission (PSC), commented regarding the City of South Pasadena's (City) lack of a dedicated Emergency Operations Center (EOC). Chair Braun stated the PSC's goal is to ensure the City has an appropriate EOC. She indicated the City of Monterey Park recently received a grant for \$500,000. She described the equipment and square footage requirements for an EOC. She indicated the cost for an EOC would be approximately \$200,000 to \$300,000. Chair Braun stated the PSC is

requesting a reserve of \$50,000 to \$75,000 per year, for four years, to properly fund an EOC.

Gina Phelps, Chair, Senior Citizen (SC) Commission, stated the SC Commission's goal was to identify homebound, isolated seniors, and disabled persons in the City in order to determine needed resources. She indicated the SC Commission has been working with staff to reach the SC Commission's goal. She stated a registry will be created and volunteers will assist with home and emergency visits. Chair Phelps stated in order to reach their goal, financial assistance is needed. She requested a full-time secretary to assist with administrative duties and funding for operating expenses.

Mayor Khubesrian closed the Public Comments section.

3. DISCUSSION AND DIRECTION REGARDING THE FY 2014-15 CITY BUDGET

City Manager Gonzalez presented the FY 2014-15 City Budget as part of a PowerPoint presentation. He summarized the City's accomplishments and highlighted each department's accomplishments for the current year. He stated the goal for the study session was to review the City's current financial position, discuss and receive direction regarding street improvement projects, supplemental requests, and personnel requests. He indicated that a draft budget was anticipated to be brought back at the May 21, 2014, City Council Meeting for direction and to provide additional public comment. He indicated the budget would receive final approval at the June 4, 2014, City Council Meeting.

In response to Councilmember Cacciotti's question, City Manager Gonzalez provided clarification regarding the Renewable Energy Sources General Fund Designated Reserves.

In response to Mayor Pro Tem Joe's question, Public Works Director Toor stated the proposed Street Capital Improvement Projects only consist of street projects. Public Works Director Toor indicated the Public Works Department tries to repair curbs and gutters, and other related driveways, as part of the street projects. He stated there are funds set aside for sidewalk repairs and upgrades.

In response to Councilmember Cacciotti's question, City Manager Gonzalez explained that \$110,000 in legal fees were related to the South Pasadena Police Officers' Association lawsuit and impasse.

City Manager Gonzalez reviewed the FY 2014-15 Budget Summary as follows:

- Proposed \$2,000,000 Street Improvements
- Proposed \$1,578,100 in Supplemental Requests (\$855,000 funded from General Fund, \$50,000 funded from undesignated reserve, and \$673,100 from other funds)
- Current Reserve Levels:
 - Overall Reserve Level = \$12.95 million (54%)
 - Undesignated Reserve Level = \$10.3 million (43%)

City Manager Gonzalez highlighted the recommended supplemental funds and responded to Councilmembers' questions.

Councilmember Mahmud inquired how much additional sidewalk work could be completed with \$120,000.

Public Works Director Toor explained that there was no standard measure for each location. He stated staff typically utilized the process of identifying the scope of work and obtaining bids. He stated the cost is dependent on the location and what aspects are involved. Public Works Director Toor noted the average cost for sidewalks was \$10 to \$15 per square foot and \$40 to \$60 per square foot for curb and gutter.

Councilmember Cacciotti requested a comprehensive assessment of the condition and cost to repair the City's streets.

City Manager Gonzalez continued his review of the recommended supplemental funds and responded to Councilmembers' questions.

In response to Councilmember Cacciotti's question, City Manager Gonzalez explained the Police Department's request to purchase two police patrol vehicles was a routine request for replacement.

Captain Wheelless explained that two Dodge vehicles are proposed to be replaced due to high maintenance costs. She stated it would be more cost effective to replace the vehicles.

Councilmember Cacciotti commented that every department needs to convert to alternative fuel vehicles.

In response to Mayor Pro Tem Joe's question, City Manager Gonzalez explained that Special Funds are designated for special expenditures.

Councilmember Cacciotti recommended that staff contact the Offices of Assemblymember Holden and Senator Liu for assistance with Caltrans to lease a location for a community garden.

Councilmember Mahmud requested additional information be provided for the Supplemental Requests.

Public Works Director Toor provided an overview of the completed Capital Improvement Projects, Capital Improvement Projects in progress, and proposed FY 2014-15 Street Projects, and responded to Councilmembers' questions.

Councilmember Schneider requested the status of Monterey Road.

Discussion followed among the City Councilmembers and staff regarding improvements to Monterey Road.

By consensus, the City Council requested that Monterey Road be added to the list of proposed street projects for policy direction.

Mayor Khubesrian invited comments from the public. No one wished to be heard and she closed the Public Comments section.

Councilmember Mahmud requested an estimate for the complete repair of El Centro Street.

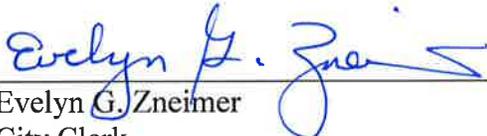
Councilmember Cacciotti requested a comprehensive review of the FY 2014-15 Budget by department.

Mayor Khubesrian requested a detailed FY 2014-15 Budget review be agendized for the May 7, 2014, City Council Meeting.

City Manager Gonzalez confirmed that a comprehensive FY 2014-15 Budget review would be placed on the May 7, 2014, City Council Meeting agenda.

ADJOURNMENT

Mayor Khubesrian adjourned the Special Meeting of the South Pasadena City Council/Redevelopment Successor Agency/Public Financing Authority/ Housing Authority at 7:30 p.m.


Evelyn G. Zneimer
City Clerk


Marina Khubesrian, M.D.
Mayor

Minutes approved by the South Pasadena City Council on May 7, 2014.