



**CITY OF SOUTH PASADENA
CITY COUNCIL**

**A G E N D A
REGULAR MEETING
WEDNESDAY, JUNE 15, 2022, AT 7:00 P.M.**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

South Pasadena City Council Statement of Civility

As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena City Council Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena. Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the City Council may conduct its meetings remotely and may be held via video conference.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street
- Live Broadcast via the website - http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 825 9999 2830**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us06web.zoom.us/j/82599992830> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID.

CALL TO ORDER:	Mayor	Michael Cacciotti
ROLL CALL:	Mayor	Michael Cacciotti
	Mayor Pro Tem	Jon Primuth
	Councilmember	Jack Donovan
	Councilmember	Diana Mahmud
	Councilmember	Evelyn G. Zneimer
PLEDGE OF ALLEGIANCE:	Mayor Pro Tem	Jon Primuth

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public can comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item, you may participate **by one of the following options:**

Option 1:

Participate in-person at the City Council Chambers.

Option 2:

Public Comment speakers have three minutes to address the Council, however, the Mayor and City Council can adjust time allotted as needed. Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak. for up to three minutes per item.

Option 3:

Email public comment(s) to ccpubliccomment@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than 12:00 p.m., on the day of the Council meeting.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment(s) to less than three minutes.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

CLOSED SESSION ANNOUNCEMENTS**1. CLOSED SESSION ANNOUNCEMENTS****PUBLIC COMMENT****2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

PRESENTATIONS**3. INTRODUCTION OF NEW STAFF**

Tiara Solorzano, Administrative Secretary, City Manager's Office
Annette Avena, Management Analyst, Management Services

COMMUNICATIONS**4. COUNCILMEMBER COMMUNICATIONS**

Time allotted per Councilmember is 3 minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

5. CITY MANAGER COMMUNICATIONS

6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

CONSENT CALENDAR

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

7. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$38,432.03; GENERAL CITY WARRANTS IN THE AMOUNT OF \$392,361.27; ONLINE PAYMENTS IN THE AMOUNT OF \$78,362.70; VOIDS IN THE AMOUNT OF (\$775.00); TRANSFERS IN THE AMOUNT OF \$131,676.74; PAYROLL IN THE AMOUNT OF \$862,570.73

Recommendation

It is recommended that the City Council approve the Warrants as presented.

8. APPROVAL OF RESOLUTIONS AND RELATED MATTERS FOR THE GENERAL MUNICIPAL ELECTION ON NOVEMBER 8, 2022, CONSOLIDATING WITH THE COUNTY OF LOS ANGELES FOR THE ELECTION OF CERTAIN OFFICERS

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO RENDER SPECIFIED SERVICES TO THE CITY RELATING TO THE CONDUCT OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022

Recommendation

It is recommended that the City Council adopt the following resolutions related to the November 8, 2022, General Municipal Election:

1. Resolution calling and giving notice of the holding of a General Municipal Election, Tuesday, November 8, 2022, for the election of certain officers;

2. Resolution approving consolidation of election with the Board of Supervisors of the County of Los Angeles; and
 3. Resolution adopting regulations for candidates' statements.
9. **SECOND READING OF AN ORDINANCE FOR THE CREATION OF A COMMUNITY SERVICES COMMISSION, AND CHANGE TO THE MEETING FREQUENCY OF THE PUBLIC ARTS COMMISSION MEETINGS**

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTIONS 2.44 THROUGH 2.46 OF ARTICLE IVC "PARKS AND RECREATION" OF CHAPTER 2, SECTION 2.24 AND 2.30 OF ARTICLE IV "BOARDS AND COMMISSIONS", ARTICLE IVE "ANIMAL COMMISSION", SECTION 2.79-11 OF ARTICLE IVL "PUBLIC ARTS COMMISSION", AND ARTICLE IVF "SENIOR CITIZEN COMMISSION", OF THE SOUTH PASADENA MUNICIPAL CODE TO REFLECT CITY COUNCIL'S DIRECTION IN CONSOLIDATING CITY'S YOUTH, PARKS AND RECREATION, AND SENIOR COMMISSIONS TO COMMUNITY SERVICES COMMISSION AND REDUCING FREQUENCY OF THE PUBLIC ARTS COMMISSIONS.

Recommendation

It is recommended that the City Council approve the consolidation of the Youth, Senior Citizen, and Parks and Recreation Commissions into a Community Services Commission, and approve a change to the frequency of meetings of the Public Arts Commission by adopting an ordinance amending Chapter 2 of the City Code.

10. **ADOPTION OF A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF SOUTH PASADENA FOR THE PERIOD OF JUNE 16, 2022 THROUGH JULY 15, 2022, PURSUANT TO BROWN ACT PROVISIONS

Recommendation

It is recommended that the City Council approve the attached authorizing remote teleconference meetings of the legislative bodies of the City.

11. **DISCRETIONARY FUNDS REQUEST FROM COUNCILMEMBER EVELYN ZNEIMER AND COUNCILMEMBER DIANA MAHMUD FOR VARIOUS ITEMS**

Recommendation

It is recommended that the City Council:

1. Approve a Discretionary Funds request to assist with the cost of flowers for the South Pasadena Tournament of Roses float for \$1,000 from Councilmember Zneimer;
2. Approve a Discretionary Funds request for the design and creation of a sign for the nature park relating to the Gabrielino-Tongva Indian Tribe and their relationship with the land in the amount of \$1,500 from Councilmember Mahmud; and
3. Approve a Discretionary Funds request for plants and the butterfly project at the nature park in the amount of \$1,500 from Councilmember Zneimer.

12. **APPROVAL OF AN AMENDMENT TO CONTRACT WITH AXON ENTERPRISE, INC. FOR AN AMOUNT NOT-TO-EXCEED \$36,766.72, FOR A TOTAL CONTRACT AMOUNT NOT-TO-EXCEED OF \$159,290.41 TO COVER FINAL EXPENSES IN THE FINAL YEAR OF A FIVE-YEAR CONTRACT ENDING ON JUNE 30, 2022**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager to amend the existing five-year contract with Axon Enterprises for an increase not to exceed \$36,766.72 to cover final expenses in the fifth year of the five-year contract ending on June 30, 2022; and
2. Appropriate \$36,766.72 from COPS Grant AB 3229 Reserves to account 272-4010-4018-8520-000 for machinery and equipment.

13. **RECEIVE AND FILE THE 2021 HOUSING ELEMENT ANNUAL PROGRESS REPORT**

Recommendation

It is recommended that the City Council receive and file the 2021 Annual Housing Element Progress Report.

14. **ADOPTION OF A RESOLUTION APPROVING THE FISCAL YEAR 2022-2023 PROJECT LIST AND EXPENDITURE PLAN TO BE FUNDED BY SENATE BILL 1: ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, IDENTIFYING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY SENATE BILL 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

Recommendation

It is recommended that the City Council:

1. Adopt a resolution approving the Fiscal Year (FY) 2022-2023 project list and expenditure plan for the Senate Bill 1 Road Repair and Accountability Act of 2017 (SB1) to be funded through the State's Road Maintenance and Rehabilitation Account (RMRA); and
2. Authorize the City Manager and her designee, the Public Works Director, to sign the application and all related program documents.

15. **AUTHORIZE CONTRACT AMENDMENT FOR INTERIM EMERGENCY TREE SERVICES WITH WEST COAST ARBORISTS, INC. FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$30,000**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a contract amendment for interim emergency on-call tree services with West Coast Arborists, Inc. (WCA), in an amount not to exceed \$30,000.

16. **AUTHORIZE CONTRACT AMENDMENT FOR INTERIM JANITORIAL SERVICES WITH BASE HILL, INC. DBA JAN POINT FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$40,000**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a contract amendment for interim janitorial services with Base Hill, Inc. DBA Jan Point (Jan Point), in an amount not to exceed \$40,000.

17. **AUTHORIZE PAYMENT FOR TRAFFIC SIGNAL AND STREETLIGHT SERVICES WITH YUNEX, LLC FOR PAST AND PRESENT INVOICES; AND, AUTHORIZE AN INTERIM MAINTENANCE AGREEMENT WITH YUNEX, LLC FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$40,000.**

Recommendation

It is recommended that the City Council:

1. Authorize payment to Yunex, LLC (Yunex) for past and present invoices from January 2021 through June 30, 2022 in the amount of \$200,000; and
2. Authorize the City Manager to execute a contract for interim City traffic signal and street light repairs and maintenance with Yunex, in an amount not to exceed \$40,000.

18. **ADOPTION OF A RESOLUTION DETERMINING AND ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-23 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DETERMINING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-23 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND GOVERNMENT CODE SECTION 7910

Recommendation

It is recommended that the City Council adopt a resolution revising the City of South Pasadena's (City) Fiscal Year (FY) 2022-23 Appropriations Limit.

19. **MONTHLY INVESTMENT REPORT FOR APRIL 2022**

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Report for April 2022.

20. **APPROVAL OF THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH PRO FORMA ADVISOR, LLC FOR RESTAURANT CONSULTANT SERVICES**

Recommendation

It is recommended that the City Council approve the first amendment to the professional services agreement with Pro Forma Advisors, LLC (Pro Forma) for Restaurant Consultant Services extending the term of the agreement until the completion of the project or December 31, 2022.

21. **AUTHORIZE THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT TO EXTEND THE CONTRACT TERMS FOR CODE ENFORCEMENT SERVICES**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a contract Amendment to the Willdan Engineering, Inc. Professional Services Agreement (PSA) for code enforcement services to extend the contract term.

22. **APPROVAL OF RESOLUTIONS: ADOPTING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF SOUTH PASADENA (CITY) AND THE POLICE OFFICERS' ASSOCIATION, SUPERSEDING RESOLUTION NO. 7623; ADOPTING AN MOU BETWEEN THE CITY AND THE PUBLIC SERVICE EMPLOYEES' ASSOCIATION, SUPERSEDING RESOLUTION NO. 7624; AND APPROVING UNREPRESENTED MANAGEMENT EMPLOYEE BENEFITS LISTING AND MANAGEMENT SALARY SCHEDULE SUPERSEDING RESOLUTION NO. 7626**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOUTH PASADENA AND THE SOUTH PASADENA POLICE OFFICERS' ASSOCIATION, SUPERSEDING RESOLUTION NO. 7623

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOUTH PASADENA AND THE SOUTH PASADENA PUBLIC SERVICE EMPLOYEES' ASSOCIATION, SUPERSEDING RESOLUTION NO. 7624

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING UNREPRESENTED MANAGEMENT EMPLOYEE BENEFITS LISTING AND MANAGEMENT SALARY SCHEDULE SUPERSEDING RESOLUTION NO. 7626

Recommendation

It is recommended that the City Council approve the following:

1. A resolution adopting an MOU between the City and the South Pasadena Police Officers' Association (POA), superseding Resolution No.7623;
2. A resolution adopting an MOU between the City and the Public Service Employees' Association (PSEA), superseding Resolution No. 7624; and
3. A resolution approving unrepresented management employee benefits listing and management salary schedule superseding Resolution No.7626.

PUBLIC HEARING

23. **ADOPTION OF 2022-2023 ANNUAL BUDGET AND RESOLUTION**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING THE FISCAL YEAR 2022-23 BUDGET

Recommendation

It is recommended that the City Council:

1. Conduct a Public Hearing regarding the adoption of the 2022-23 Annual Budget; and
2. Approve a Resolution adopting the 2022-2023 Annual Budget.

24. ADOPTION OF A RESOLUTION CONFIRMING AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR THE LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT (LLMD) FOR FISCAL YEAR 2022-2023

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONFIRMING THE FISCAL YEAR 2022-23 ANNUAL LEVY AND COLLECTION OF ASSESSMENTS CERTAIN MAINTENANCE IN AN EXISTING DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

Recommendation

It is recommended that the City Council, after receiving Public Hearing testimony, adopt the attached resolution confirming the annual levy and collection of assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year (FY) 2022-2023.

ACTION / DISCUSSION

25. RECOMMENDATION TO APPROVE PROPOSED FISCAL YEAR 2022-23 WATER CONSERVATION PROGRAM AND ADOPT A RESOLUTION DECLARING A STAGE 2: SERIOUS WATER SUPPLY SHORTAGE

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DECLARING A STAGE 2: SERIOUS WATER SUPPLY SHORTAGE AS DETAILED IN THE SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 35

Recommendation

It is recommended that the City Council:

1. Approve the proposed Water Conservation Programs for the 2022-23 fiscal year; and
2. Adopt a resolution declaring a Stage 2: Serious Water Supply Shortage, as detailed in South Pasadena Municipal Code (SPMC) Chapter 35: Water.

26. DIRECTION REGARDING LIBRARY SPECIAL TAX RENEWAL OPTIONS

Recommendation

It is recommended that the City Council:

1. Approve a measure to be included on the ballot for the November 8, 2022 General Municipal Election, asking voters about continuing the existing Library Special Tax; and
2. Direct staff to return at the July 20, 2022 City Council Meeting with a resolution to place the question of continuing the existing Library Special Tax, and all resolutions pertinent to placing a measure on the ballot.

INFORMATION REPORTS

27. PRESENTATION OF REVISED PUBLIC REVIEW DRAFT HOUSING ELEMENT

Recommendation

Receive a presentation from City staff and consultants relating to the 2nd Public Review Draft of the Housing Element.

28. RECEIVE AND FILE 2022 FINANCE AD HOC COMMITTEE REPORT**Recommendation**

It is recommended that the City Council receive and file the 2022 Finance Ad Hoc Committee Report.

PUBLIC COMMENT – CONTINUED**29. CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the public comment queue not heard during the first 30 minutes of Item 2. No new speakers will be accepted at this time.

ADJOURNMENT**FOR YOUR INFORMATION****FUTURE CITY COUNCIL MEETINGS**

July 6, 2022	Regular City Council Meeting	CANCELLED
July 20, 2022	Regular City Council Meeting	7:00 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City's website:

www.southpasadenaca.gov/CityCouncilMeetings2022

Regular meetings are live streamed via the internet at:

http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at CityClerk@southpasadenaca.gov or call (626) 403-7230.

ACCOMMODATIONS

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or CityClerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **June 15, 2022**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's, website as required by law, on the date listed below.*

6/9/2022

/S/

Date

Christina A. Muñoz, Deputy City Clerk