



**CITY OF SOUTH PASADENA
CITY COUNCIL**

AGENDA

**REGULAR MEETING
WEDNESDAY, MARCH 15, 2023, AT 7:00 P.M.**

**AMEDEE O. "DICK" RICHARDS JR. 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 Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Live Broadcast via the City website – http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to ccpubliccomment@southpasadenaca.gov.
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

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. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

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

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

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 to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:

- 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 City Council meeting. Correspondence received after this time will be distributed the following business day.

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 time limit to less than three minutes, as needed.

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 submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

RECOGNITION / INTRODUCTION**3. STAFF INTRODUCTION**

Community Services Department:
Gabriel Tallon, Management Analyst

CHANGES TO THE AGENDA**4. 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.

5. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$116,671.15; GENERAL CITY WARRANTS IN THE AMOUNT OF \$1,169,409.96; VOIDS IN THE AMOUNT OF (\$1,800.00); ONLINE PAYMENTS IN THE AMOUNT OF \$74,348.86; PAYROLL IN THE AMOUNT OF \$671,405.35**

Recommendation

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

6. **APPROVAL OF A THIRD AMENDMENT TO THE ARROYO SECO RACQUET CLUB LEASE AGREEMENT WITH I-TENNIS, INC.**

Recommendation

It is recommended that the City Council approve a third amendment to the Arroyo Seco Racquet Club (Racquet Club) Lease Agreement (Lease Agreement) with I-Tennis, Inc. (I-Tennis) extending the current term through June 30, 2023.

7. **APPROVAL OF A FACILITY LICENSE AND OPERATIONS AGREEMENT WITH SOUTH PASADENA BATTING CAGES, LLC FOR THE OPERATION OF THE BATTING CAGE FACILITY AND ADOPT THE FINDING OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Recommendation

It is recommended that the City Council:

1. Approve a Facility License and Operations Agreement between South Pasadena Batting Cages, LLC (SPBC), and the City of South Pasadena (City) for the Operations of the South Pasadena Batting Cages (Facility); and
2. Adopt finding of exemption from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15301 Existing Facilities.

8. **AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH ROBERT HALF INTERNATIONAL INC., FOR TEMPORARY STAFFING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$150,000**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager, or designee, to execute all documents necessary to amend the Professional Services Agreement with Robert Half International Inc. for temporary staffing services, to increase the contract amount by \$150,000, and extend the contract term through June 30, 2024;
2. Appropriate \$150,000 to Professional Services – Permanent Account 101-2030-2034-8170-000 from General Fund Reserves to fund the amendment.

9. **AUTHORIZATION TO ENTER INTO AGREEMENTS WITH MICROSOFT, CDW GOVERNMENT, AND ACORN TECHNOLOGY SERVICES FOR THE SUBSCRIPTION PURCHASE OF MICROSOFT OFFICE 365 LICENSES**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager, or designee, to enter into agreements with Acorn Technology Services, Microsoft, and CDW Government, LLC, in an amount not to exceed \$87,402, for the licensing, implementation, and migration support of Microsoft Office 365, inclusive

- of a ten percent contingency in the amount of \$7,946; and,
- 2. Transfer \$87,402 in State and Local Fiscal Recovery Funds from Account No. 101-3010-3041-8020 (Finance- Special Department Expense) to Account No. 206-2030-2032-8170-000 (Management Services Information Technology- Professional Services) to fully fund the licensing, implementation, and migration support to Office 365.

10. APPROVAL OF THIRD QUARTER 2021-2026 STRATEGIC PLAN UPDATE

Recommendation

It is recommended that the City Council approve the Third Quarter 2021-2026 Strategic Plan update.

PUBLIC HEARING

11. APPROVE A RESOLUTION DESIGNATING 534 ARROYO DRIVE AS A HISTORIC LANDMARK PURSUANT TO SPMC 2.63(B); FINDING PROJECT EXEMPT UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES SECTION 15308.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING 534 ARROYO DRIVE AS A HISTORIC LANDMARK (LANDMARK NO. 59) PURSUANT TO SPMC 2.63(b)

Recommendation

It is recommended that the City Council adopt a Resolution taking the following actions:

- 1. Find the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15308, Class 8, Actions for Protection of the Environment.
- 2. Find that the property known at 534 Arroyo Drive qualifies under criteria (4), (5), (6), and (7) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and,
- 3. Designate the property at 534 Arroyo Drive as a Historic Landmark (Historic Landmark No. 59) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

PUBLIC COMMENT – CONTINUED

12. CONTINUED PUBLIC COMMENT – GENERAL

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

COMMUNICATIONS

13. COUNCILMEMBER COMMUNICATIONS

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

14. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

April 5, 2023	Canceled due to Spring Break	7:00 P.M.
April 19, 2023	Joint Special Meeting with MTIC (State of Streets)	6:00 P.M.
April 29, 2023	Joint Special Meeting with Planning Commission (State of Housing)	9:00 A.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 viewing on the City’s website:

www.southpasadenaca.gov/CityCouncilMeetings2023

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 **March 15, 2023**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City website as required by law, on the date listed below.*

03/9/2023

/S/

Date

Mark Perez, Deputy City Clerk