



**CITY OF SOUTH PASADENA
CITY COUNCIL**

AGENDA

**REGULAR MEETING
WEDNESDAY, MAY 15, 2024, AT 7:00 PM**

**AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CALIFORNIA**

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. Pursuant to Assembly Bill 361, Government Code Section 54953, subdivision (e)(3), the City Council may conduct its meetings remotely and may be held via video conference.

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

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 no later than 12:00 p.m., on the day of the City Council meeting. Correspondence received after this time will be posted 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

Public Works:

Phillip Tran, Management Analyst

Brenda Guzman, Management Assistant

Finance:

Dr. Scott Miller, Finance Management Consultant

PRESENTATION

4. **A CERTIFICATE OF RECOGNITION FOR THE EDISON SCHOLARSHIP RECIPIENT, VICTORIA LEE, SPHS**
5. **A PROCLAMATION DECLARING MAY AS "ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH"**
6. **A PROCLAMATION DECLARING MAY 19 THROUGH MAY 25, 2024, AS "PUBLIC WORKS WEEK" IN THE CITY OF SOUTH PASADENA**
7. **A PROCLAMATION DECLARING MAY AS "NATIONAL BIKE MONTH"**

CHANGES TO THE AGENDA

8. **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.

9. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$241,425.78; GENERAL CITY WARRANTS IN THE AMOUNT OF \$546,639.56; TRANSFERS IN THE AMOUNT OF \$333,633.37; ONLINE PAYMENTS IN THE AMOUNT OF \$88,510.84; PAYROLL IN THE AMOUNT OF \$847,143.06**

Recommendation

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

10. **CONSIDERATION OF AN AWARD OF A CONTRACT AND PURCHASE ORDER TO MODEL 1 COMMERCIAL VEHICLES FOR THE PURCHASE OF TWO 2023 E-TRANSIT T-350 VANS FOR THE CITY'S DIAL-A-RIDE PROGRAM IN THE AMOUNT OF \$246,341.09 WITH PROPOSITION A LOCAL RETURN FUNDS AND UTILIZING THE CALACT/MORONGO BASIN TRANSIT AUTHORITY COOPERATIVE PURCHASING PROGRAM AND DECLARE A CURRENT DIAL-A-RIDE VEHICLE SURPLUS**

Recommendation

It is recommended that the City Council:

1. Appropriate \$246,341.09 from Proposition A Local Return Fund to the Community Services Proposition A Automotive Equipment Account No. 205-8030-8024-8540 to fund the procurement of two 2023 E-Transit T-350 Vans; and
2. Authorize the use of the CALACT/Morongo Basin Transit Authority (MBTA) Cooperative Purchasing Program for the procurement of two 2023 E-Transit T-350 Vans from Model 1 Commercial Vehicles, pursuant to Section 2.99-19(19) and the

City's Purchasing Policy; and

3. Award a Contract and associated purchase order a Model 1 Commercial Vehicle in the amount of \$246,341.09 for the purchase of two 2023 E-Transit T-350 Vans; and
4. Declare the 2012 CNG MV1 (Vehicle #78 -VIN # 523MF1B65CM101646) as surplus.

11. ADOPTION OF A RESOLUTION INITIATING THE PROCEEDINGS AND ORDERING OF THE PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2024-2025 LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

Recommendation

It is recommended that the City Council:

1. Adopt the attached Resolution initiating the proceedings for the Fiscal Year (FY) 2024-2025 Lighting and Landscaping Maintenance District (LLMD); and
2. Authorize the preparation of the Engineer's Report for the annual levy and collection of assessments.

12. CONSIDER APPROVAL OF THE PROPOSED MEASURE M MULTI-YEAR SUBREGIONAL PROGRAM (MSP) FUNDING PLAN PROJECT LIST AND DIRECT STAFF TO SUBMIT THE LIST TO THE ARROYO VERDUGO COMMUNITIES JOINT POWER AUTHORITY

Recommendation

It is recommended that the City Council consider approval of the proposed Measure M Multi-Year Subregional Program (MSP) Funding Plan project list and direct staff to submit the list to the Arroyo Verdugo Communities Joint Power Authority.

13. RECEIVE AND FILE FISCAL YEAR 2024-2025 WATER AND SEWER CAPACITY CHARGES

Recommendation

It is recommended that the City Council receive and file information related to the annual adjustment of Water and Sewer Development Impact Fees, also referred to as Water and Sewer Capacity Charges, for Fiscal Year (FY) 2024-2025.

ACTION/DISCUSSION

14. CONSIDER THE FORMAL ESTABLISHMENT OF THE LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE FOR THE LIBRARY/COMMUNITY CENTER SITE PLAN PROJECT AND SELECT AND APPOINT THE MEMBERS TO THE COMMITTEE

Recommendation

It is recommended that the City Council consider:

1. Formally establishing a fourteen-member Brown Act Ad Hoc Committee, to be known as the Library/Community Center Comprehensive Site Plan Ad Hoc Committee, composed of two Councilmembers, one Library Board Trustee, one Community Services Commissioner, one Friends of the Library representative, one Senior Citizens' Foundation of South Pasadena representative, and eight at-large

members; and

2. Appointment of the following slate for the fourteen positions of the Library/Community Center Comprehensive Site Plan Ad Hoc Committee:

1. Evelyn G. Zneimer, Mayor, City of South Pasadena;
2. Janet Braun, Councilmember, City of South Pasadena;
3. Bianca Richards, representing the Library Board of Trustees;
4. Leslie Albe Field, representing the Community Services Commission;
5. Kristen Dubé, representing the Friends of the Library;
6. Alexandria Levitt, representing the Senior Citizens' Foundation;
7. Tom Afschar, as an at-large member;
8. Rich Elbaum, as an at-large member;
9. Tony Hou, as an at-large member;
10. Eugene Kim, as an at-large member;
11. Victoria Rocha, as an at-large member;
12. Dean Serwin, as an at-large member;
13. Julia Wang, as an at-large member; and
14. Jasmine Wong, as an at-large member.

15. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR SEPTEMBER 21, 2022, DECEMBER 21, 2022, AND FEBRUARY 1, 2023

Recommendation

It is recommended that the City Council approve the minutes for the September 21, 2022, Regular City Council Meeting, the December 21, 2022, Special City Council Meeting, the December 21, 2022, Regular City Council Meeting, and the February 1, 2023, Regular City Council Meeting.

PUBLIC COMMENT - CONTINUED

16. CONTINUE 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

17. COUNCILMEMBER COMMUNICATIONS

The time allotted to speak per Councilmember is three minutes.

18. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

June 5, 2024	Regular City Council Meeting	7:00 P.M.
June 20, 2024	Commissioner Congress	6:00 P.M.
July 17, 2024	Regular City Council Meeting	7:00 P.M.
August 21, 2024	Regular City Council Meeting	7:00 P.M.
September 4, 2024	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 at City Hall and online for public viewing on the City’s website: <https://www.southpasadenaca.gov/government/city-council-meetings/2024-council-meetings>

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 May 15, 2024, 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.

5/9/2024

/S/

Date

Mark Perez, Deputy City Clerk