



**Wednesday, May 3, 2017**  
**Minutes of the Regular Meeting of the City Council**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Cacciotti on Wednesday, May 3, 2017, at 7:50 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Councilmembers Joe, Khubesrian, and Mahmud; Mayor Pro Tem Schneider; and Mayor Cacciotti.

**Absent:** None.

**City Staff**

**Present:** Sergio Gonzalez, City Manager; Teresa L. Highsmith, City Attorney; Evelyn G. Zneimer, City Clerk; and Anthony J. Mejia, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Councilmember Joe gave the invocation.

**PLEDGE OF ALLEGIANCE**

The AYSO Region 214 / U10 Girls Soccer Team led the Pledge of Allegiance.

**CLOSED SESSION ANNOUNCEMENTS**

**1. Closed Session Announcements**

The Regular Closed Session of the City Council of May 3, 2017, was called to order by Mayor Pro Tem Schneider at 6:15 p.m.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

A. PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957:

Title: City Manager

B. CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATIONS, Pursuant to Government Code Section 54957.6:

City Negotiators: City Manager Sergio Gonzalez, Human Resources Manager Mariam Lee Ko, City Attorney Teresa L. Highsmith; and Attorney Steve Berliner

Represented Employee

Organizations: Firefighters' Association (FFA)  
Police Officers' Association (POA)  
Public Service Employees' Association (PSEA) Full Time Unit  
PSEA– Part Time Unit

Unrepresented Employees: Management Employees

C. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9 (d)(4):

Number of Cases: 1

City Attorney Highsmith reported that the City Council received briefings and provided direction to staff regarding the agendaized Closed Session Items, but did not take any reportable action.

## PRESENTATIONS

2. **Presentation by the Pasadena Humane Society on Available Animal Adoptions**

Julie Bank, Pasadena Humane Society (PHS) President/CEO, announced that a Terrier mix named Terry is now available for adoption; encouraged residents to visit the adoption center; noted that low cost vaccinations and spay and neuter services are available at the Shelter.

3. **Presentation of a Proclamation Declaring May 7-13, 2017 as "Be Kind to Animals Week" in the City of South Pasadena**

Mayor Cacciotti presented a Proclamation to Police Captain Neff, on behalf of the Animal Commission, declaring May 7-13, 2017, as "Be Kind to Animal Week" in the City of South Pasadena.

**4. Presentation of a Proclamation Declaring May 2017 as "National Preservation Month" in the City of South Pasadena**

Mayor Cacciotti read a Proclamation declaring May 2017, as "National Preservation Month" in the City of South Pasadena.

**5. Presentation of a Certificate of Recognition to AYSO Region 214/ U10 Girls Soccer Team for Winning the 2017 West San Gabriel Valley Area All-Star Championship**

Mayor Cacciotti presented a Certificate of Recognition to Pedro Diaz, coach of the AYSO Region 214/U10 Girls Soccer Team, for winning the 2017 West San Gabriel Valley Area All-Star Championship.

Team Roster

- Melania Diaz (#2)
- Mariana Gomez (#3)
- Tessa Neal (#4)
- Maggie McDonald (#6)
- Nyladie Cortez (#7)
- Carmela Gonzalez (#8)
- Willa Bortz (#9)
- Colette Carbonara (#10)
- Ava Hartstein (#11)

**6. Presentation of a Proclamation to Outgoing City Manager Sergio Gonzalez for Over 13 Years of Service to the City of South Pasadena**

The following individuals recognized and presented tokens of gratitude to outgoing City Manager Sergio Gonzalez:

Becky Cheng, on behalf of U.S. Congresswoman Judy Chu

Yvette Kim, on behalf of State Senator Anthony Portantino

Faith Lee, on behalf of State Assemblymember Chris Holden

Police Chief Arthur Miller, representing the South Pasadena Police Department

Police Corporal Craig Phillips, representing the South Pasadena Police Officers' Association

Fire Chief Mario Rueda and Deputy Fire Chief Paul Riddle, representing the South Pasadena Fire Department

Mayor Cacciotti and the entire City Council presented a Proclamation to Sergio Gonzalez, outgoing City Manager, recognizing his 13 years of service to the City of South Pasadena.

**7. Recess to Reception**

The City Council recessed at 8:35 p.m. and reconvened at 8:45 p.m.

## COMMUNICATIONS

### **8. Councilmembers Communications**

Councilmember Joe displayed photos and reported on tours of City Hall for local students and a Chinese delegation; provided an update regarding the Cultural Heritage Commission's (CHC) consideration of the City's historic properties inventory and CHC ordinance.

Councilmember Khubesrian requested that City Council agendaize discussion of the City's immigration status related policies for the City Council Meeting of May 17, 2017, second by Mayor Cacciotti; noted that the City has provided written comments to Caltrans regarding proposed safety enhancements to State Route 110 (SR-110), suggesting that the Hook Ramp Interchange Project should be included in the list of enhancements; spoke on recent scientific studies which link climate change and an increase in the spread of infectious diseases.

Councilmember Mahmud spoke on her recent activities to address regional storm water management issues; thanked residents for participating in the General Plan update meetings and events; advised that the Tournament of Roses Committee has cancelled the classic car show due to increased costs to host the event, urging residents to participate in other fundraising events.

Mayor Pro Tem Schneider noted that the Finance Commission received an update regarding the City's pension liabilities; announced that Mosaic Church will be the new tenant at the Rialto Theatre and they hope to begin exterior improvements soon; encouraged residents to attend the Eclectic Music Festival on May 6, 2017.

Mayor Cacciotti requested that the Natural Resources and Environmental Commission consider and provide recommendations related to lead contamination, second by Councilmember Mahmud; displayed photos of various community events; announced that the South Coast Air Quality Management District (SCAQMD) will be offering a rebate program for new electric lawn mowers; reported that Ford has revealed a new police pursuit-rated hybrid vehicle; requested that Public Works staff address fallen tree limbs on Blair Street.

### **9. City Manager Communications**

City Manager Gonzalez announced upcoming community events including a Community Emergency Response Team (CERT) refresher course and Fiscal Year 2017-18 City budget update; announced that Chief City Clerk Mejia received an award from the City Clerks Association of California.

### **10. Reordering of and Additions to the Agenda**

The City Council agreed to consider Item No. 25 related to the South Pasadena Library Strategic Plan immediately following the Consent Calendar.

**PUBLIC COMMENTS**

Michael Placido, South Pasadena resident, voiced concern that the intersection of Monterey Road and Garfield Avenue poses a danger to pedestrians; spoke on his experience being injured in a minor accident at the subject intersection.

Public Works Director Toor advised that he will agendize for the Public Works Commission discussion of the Monterey Road and Garfield Avenue intersection.

Sally Kilby, South Pasadena resident, announced that the Friends of the South Pasadena Public Library have launched its campaign to raise funds for new technology for the Library; noted that the Friends raises approximately \$55,000 annually to support Library activities.

**CONSENT CALENDAR**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the Consent Calendar Item Nos. 11-14 and 19-21; with Item Nos. 15-18 pulled for separate discussion.

**11. Minutes of the City Council Meetings of March 21, 2017, April 12, 2017, and April 19, 2017**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the minutes of the March 21, 2017, April 12, 2017, and April 19, 2017 City Council Meetings.

**12. Prepaid Warrants, General City Warrants, and Payroll**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 198060 through 198096 in the amount of \$629,075.97; General City Warrants Nos. 198097 through 198222 in the amount of \$923,588.40; Payroll dated April 21, 2017, in the amount of \$443,669.06.

**13. Discretionary Fund Request from Councilmember Mahmud in the Amount of \$700 for the Purpose of Sound Technician Services at the Teen Concert Sponsored by the Youth Commission**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the discretionary fund request by Councilmember Mahmud designating \$700 for the purpose of sound technician services at the Teen Concert sponsored by the Youth Commission.

**14. Consideration of Employment Agreement and a Resolution for an Exception to the 180-day Wait Period for Post-Retirement Employment of Elaine Aguilar for the Position of Interim City Manager**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to:

1. Adopt Resolution No. 7513 entitled "A Resolution of the City Council of the City of South Pasadena, California, requesting approval of Public Employees' Retirement System (PERS) for hiring of annuitant for temporary appointment to critical position of Interim City Manager pursuant to Government Code Sections 21221(h) and 7522.56(f)(1)."
2. Approve an employment agreement with Elaine Aguilar for the position of Interim City Manager during the recruitment process for a new full time City Manager.

**19. Adoption of a Resolution Implementing No Stopping Any Time on Stoney Drive**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to adopt Resolution No. 7515 entitled "A Resolution of the City Council of the City of South Pasadena, California, establishing No Stopping Any Time with a provision for removal of vehicle on Stoney Drive."

**20. Authorize a Letter of Support for Assembly Bill 1274 Regarding Smog Check Requirement Exemptions**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize a Letter of Support for Assembly Bill 1274 which would exempt motor vehicles that are eight or less model-years old from being required to obtain a smog check biennially upon renewal of registration.

**21. Consent to Sublease with Forte Physical Therapy PC under the Master Lease with iTennis, Inc., for the Arroyo Seco Racquet Club**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to consent to sublease with Forte Physical Therapy PC under the master lease with iTennis, Inc., for the Arroyo Seco Racquet Club.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION****15. Adoption of a Resolution Approving the Fiscal Year 2017-18 Engineer's Report Declaring the City's Intention to Provide for an Annual Levy and Collection of Assessments and Setting a Date and Time for a Public Hearing for the FY 2017-18 Lighting and Landscaping Maintenance District**

Bianca Richards, South Pasadena resident, suggested that City undergo a robust public education campaign if the City desires to request an increase in the subject assessment in the future.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Adopt Resolution No. 7514 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the Fiscal Year 2017-18 Engineer's Report declaring the City's intention to provide for an annual levy and collection of assessments and setting a date and time for a Public Hearing for the Lighting and Landscaping Maintenance District, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California."
2. Schedule the Public Hearing for the FY 2017-18 Lighting and Landscaping Maintenance District for June 7, 2017, at 7:30 p.m., in the Amedee O. "Dick" Richards, Jr. Council Chamber.

**16. Authorize the Mayor to Enter Into a Purchase and Sales Agreement with the California Department of Transportation for 1107 Grevelia Street and 2006 Berkshire Avenue for the Purpose of Creating Pocket Parks**

In response to City Council inquiry, Principal Management Analyst Lin explained that it is anticipated that the California Transportation Commission will consider the subject Purchase and Sale Agreement at its June meeting.

Councilmember Mahmud suggested that a portion of the Berkshire Avenue Park be utilized as a community garden. City Manager Gonzalez explained that neighborhood meetings will be held to solicit recommendations regarding desired uses for the new parks.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize the Mayor to enter into a Purchase and Sales Agreement with the California Department of Transportation for 1107 Grevelia Street and 2006 Berkshire Avenue for the purpose of creating pocket parks.

**17. Notice of Completion for the Library Park Drainage Improvement Project**

Bianca Richards, South Pasadena resident, spoke on the need for improvements to the landscaping and irrigation at the Library Park.

In response to City Council inquiry, Public Works Director Toor explained that the Notice of Completion is related to improvements to the Library Park drainage system and that the City will need to address landscaping and irrigation in the near future.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to accept the Library Park Drainage Improvement Project as complete and direct staff to record a Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.

**18. Approval of Purchase of a 2017 Chevrolet Bolt Electric Vehicle**

Mayor Cacciotti expressed gratitude to City staff for moving forward with purchasing an all-electric vehicle to replace a polluting gasoline-fueled vehicle.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Accept a bid dated April 11, 2017 from George Chevrolet located in Bellflower, CA for the purchase of a 2017 Chevrolet Bolt electric vehicle in the amount of \$37,554.68.
2. Reject all other bids received.
3. Declare the Public Works Department 2008 Dodge Charger as surplus property and instruct staff to dispose of the item in accordance with South Pasadena Municipal Code Section 2.99-29 and City Surplus Disposal Policy.

**ACTION/DISCUSSION****22. Authorization for the Issuance of a Request for Proposal for the San Pascual Stables and Concessionaire Lease Agreement**

Community Services Director Pautsch narrated a PowerPoint presentation entitled "Authorization for the Issuance of the Request for Proposals (RFP) for the San Pascual Stables" and responded to City Council inquiries.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

During the course of deliberations, individual Councilmember(s) expressed opinions concerning the RFP. The statements that follow do not necessarily reflect Council consensus: 1) a 30% contributions from the City towards the Capital Fund seem too high and an option to reduce the City's contribution should be included in the RFP; 2) it would be appropriate to allow the respondent to determine whether to propose a flat rent or shared revenue agreement; and 3) the length of term is appropriate as it provides appropriate stability for the concessionaire, yet allows the City to ensure that the operator is in good standing.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize the issuance of a Request for Proposal for the San Pascual Stables and Concessionaire Lease Agreement, with the following direction: 1) to allow for respondents to have flexibility in structuring their proposals in terms of rate of return and length of term; 2) to include an option to propose a flat rent; and 3) to include a statement regarding future development of a trail along the arroyo.

**23. Authorize the City Manager to Terminate the Shared Command Staff Service Agreement with the Cities of San Gabriel and San Marino and Direct the City Manager to Negotiate a Cooperative Agreement with the City of San Marino for the Sharing of Fire Department Command Staff**

City Manager Gonzalez presented the staff report; explained that if all three agencies agree to terminate the agreement and waive the six month notice, City staff will expedite development of a Cooperative Agreement with the City of San Marino. Councilmember Mahmud expressed gratitude to Fire Chief Rueda for his service to the City.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to:

1. Authorize the City Manager to terminate the Tri-City Shared Command Staff Service Agreement.
2. Direct the City Manager to request a waiver of the six month notice.
3. Direct the City Manager to negotiate a Cooperative Agreement with the City of San Marino for the Sharing of Fire Department Command Staff.

**24. Direction Regarding Proposed Budget Expenditures for Fiscal Year 2017-18**

City Manager Gonzalez narrated a PowerPoint presentation entitled "Fiscal Year 2017-18 Proposed Budget" and responded to City Council inquiries.

Mayor Cacciotti pointed out that Ford has unveiled a hybrid Police pursuit-rated vehicle, requesting that the Police Department evaluate its feasibility for replacement outdated police vehicles.

Public Works Director Toor explained that the Public Works Commission reviewed each of the proposed street improvement projects, including driving along each street; stated that he believes each project reflects an appropriate need based on the pavement management index and volume use.

In response to City Council concern, City Manager Gonzalez explained that the project five-year cash-flow model is concerning and that the City will need to address methods of increasing revenues, managing expenditures, and defraying expenses from the General Fund.

Councilmember Joe requested that City staff and the Finance Commission evaluate and provide recommendations related to the Cash Flow and return to the City Council in six months.

City Manager Gonzalez advised that the City will need to evaluate the possibility of issuing General Obligation Bonds for construction of the Community Center, facility improvements, and street improvements. Councilmember Mahmud suggested that the Community Center 3D Video be publicized to residents.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

Mayor Cacciotti requested that City staff provide a Cash Flow forecast through 2025.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to direct City staff to move forward with supplemental and capital outlay requests, street improvement program, designated reserve funds, and undesignated reserve levels for Fiscal Year 2017-18, as presented.

## **REPORTS**

### **25. Receive and File of the South Pasadena Public Library Strategic Plan 2017-2022**

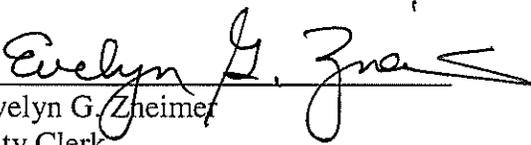
Library Director Fjeldsted presented the staff report and responded to City Council inquiries.

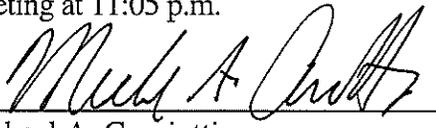
Councilmember Mahmud suggested that signs be posted to inform customers of the nearby parking garage and disabled parking spots.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to receive and file the "South Pasadena Strategic Plan, 2017-2022" and direct staff to provide the City Council with periodic updates to the implementation of the recommendations.

**ADJOURNMENT**

Mayor Cacciotti adjourned the Special Joint City Council Meeting at 11:05 p.m.

  
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Evelyn G. Zneimer  
City Clerk

  
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Michael A. Cacciotti  
Mayor

Minutes approved by the South Pasadena City Council on May 17, 2017.