



**CITY OF SOUTH PASADENA  
CITY COUNCIL REGULAR MEETING AGENDA**

**Amedee O. "Dick" Richards, Jr. Council Chamber  
1424 Mission Street, South Pasadena, CA 91030**

**Wednesday, September 20, 2017, at 7:30 p.m.**

*In order to address the City Council, please complete a Public Comment Card.  
Time allotted per speaker is three minutes.  
No agenda item may be taken after 11:00 p.m.*

**CALL TO ORDER:** Mayor Michael A. Cacciotti

**ROLL CALL:** Councilmembers Robert S. Joe, Marina Khubesrian, M.D.,  
Diana Mahmud; Mayor Pro Tem Richard D. Schneider,  
M.D.; and Mayor Michael A. Cacciotti

**INVOCATION:** Councilmember Mahmud  
*\*In permitting a nonsectarian invocation, the City does not  
intend to proselytize, advance, or disparage any faith or  
belief. Neither the City nor the City Council endorses any  
particular belief or form of invocation.*

**PLEDGE OF ALLEGIANCE:** Councilmember Mahmud

**1. CLOSED SESSION  
ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately

**PRESENTATIONS**

- 2. Introduction of South Pasadena Fire Department Staff**
- 3. Presentation of Certificates of Appreciation to Public Safety Personnel for Assisting with Recent California Wildfires**
- 4. Presentation of Certificates of Recognition to Natasha Prime and Nick Taylor for Their Contributions to The Place Teen Center of South Pasadena**
- 5. Presentation of South Pasadena Tournament of Roses 2017 Float Picture and 2018 Float Design**
- 6. Presentation of the Fiscal Year 2016-17 Annual Report of the Library Board of Trustees**

**COMMISSION APPOINTMENTS AND REAPPOINTMENTS**

**7. Commission Appointment and Reappointments**

Recommendation

1. Appointment to the Cultural Heritage Commission for a partial-term ending December 31, 2017.
2. Appoint Juliana Fong (8<sup>th</sup> Grade) to the Youth Commission for a full two-year school term from September 1, 2017 until June 30, 2019.
3. Reappoint Cole Chuang (10<sup>th</sup> Grade) and Elissa Fong (10<sup>th</sup> Grade) to the Youth Commission for a full two-year school term from September 1, 2017 until June 30, 2019.

**COMMUNICATIONS**

**8. Councilmembers Communications**

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

**9. City Manager Communications**

**10. Merchant Minute**

**11. Reordering of and Additions to the Agenda**

**PUBLIC COMMENTS AND SUGGESTIONS**  
(Time limit is three minutes per person)  
The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. 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.

**OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. 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 an audience member 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.

**CONSENT CALENDAR**

**12. Minutes of the City Council Meetings of September 9, 2017 and September 12, 2017**

Recommendation

Approve the minutes of the September 9, 2017 and September 12 2017 City Council Meetings.

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

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 199895 through 199942 in the amount of \$1,959,111.79; General City Warrants Nos. 199943 through 200024 in the amount of \$240,592.88; and Payroll dated September 8, 2017, in the amount of \$575, 048.09.

**14. Monthly Investment Reports for July 2017**

Recommendation

Receive and file the Monthly Investment Reports for July 2017.

**15. Discretionary Fund Requests From Mayor Cacciotti, Councilmember Joe, and Councilmember Khubesrian for the Purpose of the Eagle Scout Project to Install an Interpretive Sign at the Entrance of the Nature Park**

Recommendation

Approve the Discretionary Fund requests by Mayor Cacciotti designating \$300, Councilmember Joe designating \$100, and Councilmember Khubesrian designating \$50 for the purpose of an Eagle Scout Project to install an interpretive sign at the entrance of the Nature Park.

**16. Appointment of Stephanie DeWolfe as City Manager and Approval of Employment Agreement**

Recommendation

Appoint Stephanie DeWolfe as City Manager and approve an employment agreement for her services.

**17. Approval of South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2016-17 Ending Financial Statement, 2017-18 Budget, and Bylaws**

Recommendation

Review and approve the annual South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2016-17 Ending Financial Statement, 2017-18 Budget, and Bylaws.

**18. Receive and File the Guidelines and Projects to be Funded by Senate Bill 1 : The Road Repair and Accountability Act**

Recommendation

Receive and file the guidelines and projects to be funded by Senate Bill 1: The Road Repair and Accountability Act.

**19. Approval of Purchase Order with D&R Office Works, Inc. in the Amount of \$31,347.22 for the Purchase of Office Furniture for the Garfield Reservoir Office**

Recommendation

Accept a proposal dated July 14, 2017 from D&R Office Works, Inc., authorizing staff to purchase office furniture in the amount of \$31,347.22 and reject all other proposals.

**20. Contract Amendment with Nelson\Nygaard Consulting Associates, Inc. to Amend the Scope of Services**

Recommendation

Authorize the City Manager to execute a contract amendment with Nelson\Nygaard Consulting Associates, Inc. to amend the Scope of Services for transportation consulting services to identify projects for the remaining Measure R funds by adding a joint meeting with the Freeway and Transportation Commission and Public Works Commission.

**21. Award of Construction Contract to E.C. Construction Co. for Construction of Grevelia Street Improvement Project**

Recommendation

1. Accept a bid dated September 5, 2017, from E.C. Construction Co. for the construction of the Grevelia Street Improvement Project (Project) and authorize the City Manager to enter into a contract with E.C. Construction Co. for an amount not-to-exceed \$415,884.
2. Reject all other bids received.

**22. Award of Contract to E.C. Construction Co. for the Fiscal Year 2017-18 CDBG Sidewalk Replacement and ADA Access Ramp Project**

Recommendation

1. Accept a bid dated September 5, 2017, from E.C. Construction Co., for the construction of the Fiscal Year 2017-18 Community Development Block Grant Sidewalk Replacement and ADA Access Ramp Project at various locations and authorize the City Manager to enter into a contract with E.C. Construction Co. for a not-to-exceed amount of \$137,025.
2. Reject all other bids received.

**23. Approval of an Alcohol Beverage Control Application from the South Pasadena Preservation Foundation to Serve Alcohol on the Open Space Next to the Meridian Iron Works Museum**

Recommendation

Approve an Alcohol Beverage Control application from the South Pasadena Preservation Foundation to serve alcohol on the open space next to the Meridian Iron Works Museum as a fundraiser on October 21, 2017 subject to conditions of approval.

**24. Authorization to Accept Grant Award in the Amount of \$70,000 from the California Office of Traffic Safety for the Strategic Traffic Enforcement Program**

Recommendation

1. Accept a grant award in the amount of \$70,000 from the California Office of Traffic Safety for the Strategic Traffic Enforcement Program.
2. Authorize the City Manager to execute all necessary documents to accept the grant and all grant renewals.

**PUBLIC HEARING**

**25. Public Hearing to Receive Input from the Community Regarding Draft Maps of Voting District Boundaries for a City Council District-Based Electoral System Pursuant to Elections Code Section 10010**

Recommendation

1. Conduct a Public Hearing to receive public testimony on the draft maps of voting district boundaries and the sequence of elections.
2. Provide direction to staff regarding the draft maps of voting district boundaries and the sequence of elections.

**ACTION/DISCUSSION**

**26. Approval of City Membership to the San Gabriel Valley Economic Partnership**

Recommendation

1. Approve the City's membership in the San Gabriel Valley Economic Partnership for Fiscal Year 2017-18.
2. Consider funding part of the membership cost through the Business Improvement Tax.

**27. First Reading and Introduction of an Ordinance to Amend the South Pasadena Municipal Code to Establish City Campaign Contribution Regulations**

Recommendation

Introduce an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, adding a new Article XIV to Chapter 2 (Administration) to the South Pasadena Municipal Code establishing City Campaign Contribution Regulations.”

**28. Discretionary Fund Request from Mayor Cacciotti in the Amount of \$7,500 for the Purpose of Installing an Electrical Vehicle Charging Station at the Hope Street/Mound Avenue Public Parking Lot and Direction Regarding Project Funding**

Recommendation

1. Approve the Discretionary Fund request by Mayor Cacciotti designating \$7,500 for the purpose of installing an electrical vehicle charging station at the Hope Street/Mound Avenue Public Parking Lot Project.
2. Provide direction regarding the \$25,134 Project funding shortfall.

**29. Formation of a Financial Sustainability Ad Hoc Committee**

Recommendation

Form a Financial Sustainability Ad Hoc Committee to work with City staff to review the City’s current and long-term financial position, review potential revenue measures, and formulate recommendations to the City Council. The Ad Hoc Committee could also work with City staff to develop educational presentations and outreach materials.

**COUNCILMEMBERS COMMUNICATIONS (continued)**

**ADJOURNMENT**

**FUTURE CITY COUNCIL MEETINGS  
(OPEN SESSION)**

September 16, 2017	Special City Council Meeting	Council Chamber	10:00 a.m.
October 4, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 18, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
November 1, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Prior to meetings, City Council Meeting agenda packets are available at the following locations:

- City Clerk’s Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030;
- South Pasadena Public Library, 1100 Oxley Street, South Pasadena, CA 91030; and
- City website: [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas)

Agenda related documents provided to the City Council are available for public inspection in the City Clerk’s Division, and on the City’s website at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas). During the meeting, these documents will be available for inspection as part of the “Reference Binder” kept in rear of the City Council Chamber.

Regular meetings are broadcast live on Time-Warner Cable Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas).

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk’s Division at (626) 403-7230.

**ACCOMMODATIONS**

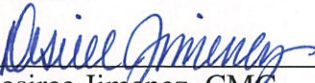


The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. 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).

*I declare under penalty of perjury that I posted this notice of agenda 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.*

09/14/2017

Date

  
Desiree Jimenez, CMC  
Deputy City Clerk