



Wednesday, September 20, 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, September 20, 2017, at 7:35 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: Elaine Aguilar, Interim 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 Mahmud gave the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Mahmud led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS

1. Closed Session Announcements

The Regular Closed Session of the City Council of September 20, 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. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Pursuant to Government Code Section 54956.9(d)(2):

Number of Anticipated Cases: 1

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

Number of Cases: 2

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

City Negotiators: Interim City Manager Elaine Aguilar, Human Resources Manager Mariam Lee Ko, City Attorney Teresa L. Highsmith; and Attorney Steve Berliner

Represented Employee

Organizations: Firefighters' Association (FFA)

- D. CONFERENCE WITH LEGAL COUNSEL – PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957(b)(1):

Title: City Manager

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. Introduction of South Pasadena Fire Department Staff

Fire Chief Riddle introduced the following recently hired Fire Department personnel:

- Scott McLellan
- Justin Miller
- Joseph Monticone
- Joseph Papadakis

3. Presentation of Certificates of Appreciation to Public Safety Personnel for Assisting with Recent California Wildfires

Mayor Cacciotti presented Certificates of Appreciation to Fire Chief Riddle and Police Chief Miller, on behalf of the Fire Department and Police Department personnel for their assistance 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

Mayor Cacciotti presented 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

Janet Benjamin, representing the South Pasadena Tournament of Roses Committee, presented the City Council with a photo of the 2017 float and 2018 float design.

6. Presentation of the Fiscal Year 2016-17 Annual Report of the Library Board of Trustees

Brendan Durrett, Chair of the Library Board of Trustees (LBT), provided the Fiscal Year 2016-17 LBT Annual Report.

COMMISSION APPOINTMENTS AND REAPPOINTMENTS

7. Commission Appointment and Reappointments

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

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

COMMUNICATIONS

8. Councilmembers Communications

Councilmember Khubesrian requested that the City Council agendaize consideration of allocating \$250 of her discretionary funds towards the South Pasadena Arts Council (SPARC) utility box water conservation art project, seconded by Mayor Cacciotti.

Councilmember Joe requested that the City Council agendaize consideration of allocating \$250 of his discretionary funds towards the SPARC utility box water conservation art project, seconded by Councilmember Khubesrian.

Mayor Cacciotti requested that the City Council agendaize consideration of allocating \$250 of his discretionary funds towards the SPARC utility box water conservation art project, seconded by Councilmember Khubesrian.

Councilmember Khubesrian requested that City staff provide the community with information regarding increased sightings of coyotes; noted that the Animal Commission discussed whether to recommend a prohibition on the selling other animals bred in animal mill conditions, noting that it discussed pending state legislation.

Councilmember Mahmud reported on her attendance at the League of California Cities Annual Conference in Sacramento attended by herself, Councilmember Khubesrian, and City staff; requested that the Community Services Department explore the possibility of offering bicycle education classes in conjunction with BikeSGV; urged residents to refrain from illegally dumping unwanted furniture.

9. City Manager Communications

City Manager Aguilar encouraged residents to sign-up for more information regarding a South Pasadena Bicycle Friendly Business District; announced that a Community Meeting to discuss proposed water and sewer rates will be held on September 28, 2017; invited the community to attend the Garfield Reservoir Open House and Water Facility Tour on October 21, 2017.

10. Merchant Minute

Mayor Cacciotti introduced Bonnie Hargett, of Lloyd & Lane Found Objects, who invited the community to visit her business, noting that her store specializes in vintage home décor and decorative items.

11. Reordering of and Additions to the Agenda

None.

PUBLIC COMMENTS

John Genovese, South Pasadena resident, voiced concern regarding traffic and pavement conditions on Diamond Avenue between El Centro Street and Mission Street; submitted photos of the sidewalk conditions on El Centro which are on file with the City Clerk's Office.

Marshall St. John, South Pasadena resident, pointed out that El Centro Street between the railroad tracks to Fair Oaks Avenue has potholes and cracks which needs attention; noted that on occasion, delivery trucks have obstructed the driveway at Golden Oaks Apartments.

Anthony Genovese, South Pasadena resident, noted that John Genovese has previously raised concern regarding the pavement conditions on El Centro Street and questioned whether progress has been made to address the situation; advised that there are significant potholes near the intersection of Diamond Avenue and Mission Street.

Sally Kilby, South Pasadena resident, requested that the City Council address the traffic and street conditions on Diamond Avenue between El Centro Street and Mission Street; noted that the Farmers' Market significant impacts traffic conditions and the ability to leave the Golden Oaks Apartments parking lot; suggested that parking be restricted to one side of the street, parking be restricted during Farmers' Market, or El Centro Street be a one-way street.

John Srebalus, South Pasadena resident, asserted that the City has not taken appropriate actions to increase affordable housing and implement the City's Housing Element; opined that Community Development Block Grant (CDBG) funds should be utilized for low income housing rather than sidewalk improvements.

Councilmember Mahmud noted that the City Council previously directed staff to explore the development of an Inclusionary Housing Ordinance and requested that the City Manager provide an update.

Public Works Director Toor advised that beginning in December 2017, El Centro Street is scheduled for street improvements; advised that circulation around Diamond Avenue is expected to be addressed in the Circulation Element of the General Plan.

Mayor Cacciotti requested that the City Manager provide the City Council with information regarding the appropriate use of CDBG funds.

CONSENT CALENDAR

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 12-15, 17-20, and 22-24; with Item Nos. 16 and 21 pulled for separate discussion.

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

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the minutes of the September 9, 2017 and September 12 2017 City Council Meetings.

13. Prepaid Warrants, General City Warrants, and Payroll

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

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

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

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

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

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

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

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

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

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

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

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

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

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.

ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

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

City Attorney Highsmith announced the compensation package proposed under the terms of the employment agreement with Stephanie DeWolfe.

Stephanie DeWolfe, Pasadena resident, expressed gratitude to the City Council for appointing her as the new City Manager and summarized her work experience; noted that she was a resident of South Pasadena and is familiar with South Pasadena's unique character and sense of community.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR CACCIOTTI, CARRIED 5-0, to appoint Stephanie DeWolfe as City Manager and approve an employment agreement for her services, as amended to clarify that the term of the agreement is four (4) years and other non-substantive modifications subject to approval by the City Attorney.

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

Mayor Cacciotti recused himself from deliberations on this item because he owns real property within 500 feet of the street improvement project.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 4-0-1 (MAYOR CACCIOTTI RECUSED), to:

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.

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

Chief City Clerk Mejia and Doug Johnson, of National Demographics Corporation, narrated a PowerPoint presentation entitled “Developing Boundaries for a District-Based Electoral System” and responded to City Council inquiries.

Mayor Cacciotti opened the Public Hearing.

Lynn Tavarozzi, South Pasadena resident, voiced opposition to the transition to by-district elections, noting that all students attend South Pasadena High School; opined that it would be beneficial to have two or more Councilmembers interested in a particular neighborhood; expressed a preference for the “Green Map” and “Purple Map.”

Bianca Richards, South Pasadena resident, noted that the Community Workshop on Districting was well-attended and informative; suggested that the Mission Streets Districts would benefit from east-to-west orientation rather than north-to-south orientation as presented in the “Green Map” and “Purple Map.”

Sheila Rossi, South Pasadena resident, voiced support for the “Blue Map,” opining that a Councilmember should have an understanding of the neighborhoods within the district; opined that continuity of office should not be a consideration as these district boundaries will be used for future elections.

There being no others desiring to speak on this item, Mayor Cacciotti closed the Public Hearing period.

Chief City Clerk Mejia noted that the City will be required to undergo a redistricting process following release of the 2020 Census data to ensure each district is population balanced and may make other modification as necessary.

During the course of discussion, the City Council eliminated consideration of the "Tan Map," "Purple Map," and "Blue Map"; provided direction to the City's Demographer to modify the "Green Map" to incorporate the Central South and Huntington South neighborhoods into a single corresponding district and other adjustments to address equalization of population.

The City Council directed City staff to move forward with the City Council's consideration of the "Green Map" and "Modified Green Map" for the Public Hearing scheduled for October 4, 2017; requested that the enacting ordinance include provisions which clarify that it is the City Council's desire that City resources continue to be prioritized based on the greatest citywide need and benefit and that the City Council desires to revert back to at-large elections if so enabled.

ACTION/DISCUSSION

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

Assistant to the City Manager Demirjian introduced Jeff Allred, President/CEO of the San Gabriel Valley Economic Partnership (SGVEP), who narrated a PowerPoint presentation entitled "San Gabriel Valley Economic Partnership" 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.

Councilmember Mahmud noted that the San Gabriel Valley Council of Governments previously addressed economic development issues and ultimately determined that it was duplicating efforts with the SGVEP; pointed out that the South Pasadena Chamber of Commerce supports the membership.

In response to City Council inquires, Assistant to the City Manager Demirjian advised that the SGVEP PowerSite would be a unique data resource for the Management Services and Building and Planning Departments. Mr. Allred advised that non-member cities do not appear on the PowerSite.

Councilmember Joe suggested that SGVEP partner with the Foothill Workforce Development Board on programs of mutual interest.

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

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

Chief City Clerk Mejia narrated a PowerPoint presentation entitled "Ordinance to Establish City Campaign Regulations" 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.

The City Council agreed to introduce the alternative ordinance which establishes a contribution limit of \$1,000. Mayor Pro Tem Schneider noted for the record that his preference would be to establish a contribution limit of \$250 and to restrict contributions from franchisees and major contractors.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to 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," which limits individual campaign contributions to \$1,000.

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

City Manager Aguilar presented the staff report 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.

Mayor Cacciotti suggested that the City backfill the cost of the Electrical Vehicle (EV) Charging Station utilizing funds that would have been used to purchase the parking enforcement vehicles and to utilize the Air Quality Management District's (AQMD) grant that will be received for the future purchase of parking enforcement vehicles.

Councilmember Mahmud voiced concern whether consideration has been given to installing the electrical infrastructure to address the EV Charging Station and solar panel array at the Hope Street/Mound Avenue Public Parking Lot at the same time.

In response to City Council inquiry, Public Works Director Toor advised that the City's consultant has recommended against installing a solar panel array on the City employee parking lot due to large shade trees.

The City Council requested that City staff determine whether the electrical infrastructure for the EV Charging Station and solar panel array will cause an increase in the overall project cost and analysis of possible funding options for the EV Charging Station; directed City staff to return to the Renewable Energy Council to discuss the consultant's recommendation against installing a solar panel array on the City employee parking lot.

Councilmember Khubesrian requested that City staff explore the possibility of requiring new multi-family residential developments provide for EV Charging Stations, seconded by Councilmember Mahmud.

29. Formation of a Financial Sustainability Ad Hoc Committee

Assistant to the City Manager Demirjian presented the staff report and responded to City Council inquiries.

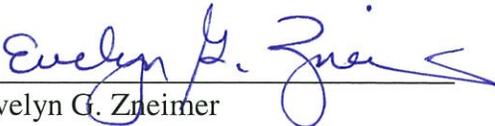
Mayor Cacciotti opened the Public Comment period.

There being no others desiring to speak on this item, Mayor Cacciotti closed the Public Comment period.

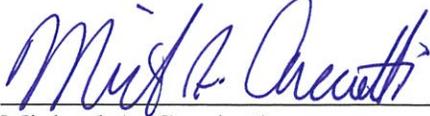
MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to form a Financial Sustainability Ad Hoc Committee, with the appointment of Councilmember Khubesrian and Mayor Pro Tem Schneider, to work with City staff to review the City's current and long-term financial position, review potential 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.

ADJOURNMENT

Mayor Cacciotti adjourned the City Council Meeting at 11:30 p.m.



Evelyn G. Zneimer
City Clerk



Michael A. Cacciotti
Mayor

Minutes approved by the South Pasadena City Council on October 4, 2017.