



Additional Documents Distributed for the Regular City Council Meeting December 20, 2017

Item No.	Agenda Item Description	Distributor	Document
2	Presentation by the Pasadena Humane Society on Available Animal Adoptions	Jamie Holman, Director of Public Relations & Marketing, Pasadena Humane Society	PowerPoint, Animal Adoption
3	Presentation by Senator Anthony J. Portantino, 25 th State Senate District, on the State of the State Address	Robert S. Joe, Councilmember	PowerPoint, Breakfast with Santa featuring staff from Office of Senator Portantino
5	Mayor's Year End Review Presentation	Michael A. Cacciotti, Mayor	PowerPoint, Commissions, Regional Groups, and Ad Hoc Committees
5	Mayor's Year End Review Presentation	Michael A. Cacciotti, Mayor	PowerPoint, City Department Accomplishments
5	Mayor's Year End Review Presentation	Michael A. Cacciotti, Mayor	PowerPoint, Mayor's Year End Review
10	Councilmembers Communications	Robert S. Joe, Councilmember	PowerPoint, 2017 Employee Holiday Luncheon; and 2017 Senior Holiday Luncheon
10	Councilmembers Communications	Marina Khubesrian, M.D., Councilmember	PowerPoint slide
10	Councilmembers Communications	Michael A. Cacciotti, Mayor	PowerPoint slide, Public Works Director Toor Going Away

Regular City Council Meeting Additional Documents
December 20, 2017

11	City Manager Communications	Stephanie DeWolfe, City Manager	PowerPoints: 1) City Hall Closures/Notice of Council Meeting Cancellation; 2) Athens Service Billing; 3) Business License Extended Hours; and 4) Commission Openings
PC	Public Comments and Suggestions	Gisella Benitez, Public Comment Speaker	Handout, No Smoking at Schools
18	Approval of a Mills Act Contract for Property Located at 929 Buena Vista Street (2080-MIL), the Torrance-Childs Residence, also known as the "Rose Hedge House" (APN 5317-035-004)	David Watkins, Planning & Building Director	Memo to Council
21	Approval of a Contract Amendment with Raftelis Financial Services, Inc., for Additional Water Rate Consultant Services	Paul Toor, Public Works Director	Memo to Council
22	Award of Contracts to Kabarra Engineering and RKA Consulting Group for Engineering Design Services for Fiscal Year 2017-18 Street Improvement Projects	Paul Toor, Public Works Director	Memo to Council
24	Approval of a Letter to the California Department of Transportation Requesting a Cooperative Agreement for the State Route 110 Interchange Hookramp Project	Margaret Lin, Principal Management Analyst	Memo to Council
26	Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation	Desiree Jimenez, Acting Chief City Clerk	Memo to Council, Providing correct recommendation
26	Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation	Jenna Shimmin, Senior Management Analyst	Memo to Council, Providing sample letter to CPUC (pending Council approval)
27	Approval of a Revised Scope of Work for Landscape Maintenance Services Contract with LandCare	Paul Toor, Public Works Director	PowerPoint, LandCare Scope of Work Revisions



12/20/2017



CITY COMMISSIONS

Animal Commission
Cultural Heritage Commission
Finance Commission
Freeway and Transportation Commission
Library Board of Trustees
Natural Resources and Environmental Commission
Parks and Recreation Commission
Planning Commission
Public Safety Commission
Public Works Commission
Renewable Energy Council
Senior Citizen Commission
Youth Commission
Fourth of July – Festival of Balloons Committee ■
South Pasadena Tournament of Roses Committee ■

City Ad Hoc Committees

Ad Hoc Committee: Arroyo Seco Golf Course Racquet Centre Lease Subcommittee
Ad Hoc Committee: Athens Contract
Ad Hoc Committee: City Council and South Pasadena Unified School District Subcommittee
Ad Hoc Committee: Community Center Advisory (08/14/2013)
Ad Hoc Committee: Economic Development
Ad Hoc Committee: Facility Improvements
Ad Hoc Committee: Financial Sustainability
Ad Hoc Committee: General Plan Advisory
Ad Hoc Committee: Mission-Meridian Village Subcommittee (08/14/2013)
Ad Hoc Committee: Rent Stabilization
Ad Hoc Committee: Rialto Theatre Subcommittee (04/18/2012)
Ad Hoc Committee: San Pascual Stables Subcommittee (02/18/2015)
Ad Hoc Committee: South Pasadena Chamber of Commerce – Legislative
Ad Hoc Committee: South Pasadena Chamber of Commerce – Economic Development
Ad Hoc Committee: South Pasadena Chamber of Commerce – Chamber Board
Ad Hoc Committee: Water and Sewer Rate Committee

Additional Material
 AGENDA ITEM # 5
 12/20/17 City Council
 Cacciotti

REGIONAL GROUPS

Arroyo Verdugo Subregion (7/17/13 Reso. 7309)

EIS	Arroyo Verdugo Subregion rep to the SCAG Community, Economic and Human Development Committee (CEHD)
	Foothill Employment and Training Consortium Policy Board
	Los Angeles County City Selection Committee
*	Los Angeles County Sanitation Board District 16
◆	LA to Pasadena Metro Blue Line Construction Authority dba Metro Gold Line Foothill Extension Construction Authority
	League of California Cities, Los Angeles Division
◆△	Metro Gold Line Phase II Joint Powers Authority Board
	Metro Gold Line Phase II Joint Powers Authority Board – Technical Advisory Committee
-	Santa Monica Mountains Conservancy
◆△	San Gabriel Valley Council of Governments (SGVCOG) * Energy, Environment, and Natural Resources Committee
	San Gabriel Valley Mosquito and Vector Control District
EIS △	South Coast Air Quality Management District (AQMD) SGV Board Member
EIS A	Southern California Association of Governments General Assembly
	SR-710 EIR/EIS Technical Advisory Committee
	SR-710 Stakeholder Outreach Advisory Committee (SOAC)

Department	Accomplishments
Community Services	<ul style="list-style-type: none"> • May 20, 2017 - The Ribbon Cutting for the Demonstration Garden • June 24, 2017 - Arroyo Seco Pedestrian and Bicycle Trail Ground Breaking • July 21, 2017 - The Arroyo Seco Golf Course was certified as the First in the nation Green Zone Golf Course by American Green Zone Alliance (AGZA) • August 2017 - Purchase of two Caltrans lots for pocket parks
Finance	<ul style="list-style-type: none"> • In 2017, the Government Finance Officers Association of the U.S. and Canada awarded the City its Certificate of Achievement for Excellence in Financial Reporting for the 30th consecutive year.
Fire	<ul style="list-style-type: none"> • Successfully negotiated and entered into a two City agreement with San Marino for the sharing of Command Staff Coverage (Division Chief). • Appointed a new Fire Chief. • Conducted a badge pinning ceremony and recognized 10 employees: <ul style="list-style-type: none"> a) 5 Promotions – 2 Division Chiefs, 2 Captains, and 1 Engineer b) 5 new FF/PM – 4 of the new FF/PM were laterals from other agencies • Graduated our 7th CERT Class with 54 citizens completing the training – highest number of graduates since starting the program.

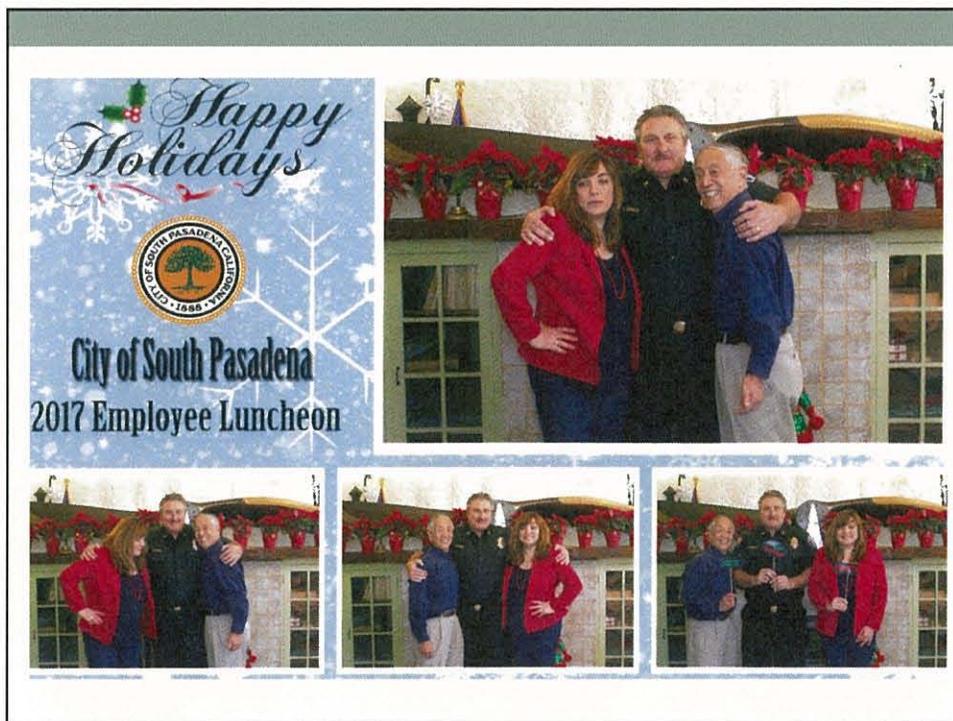
<p>Library</p>	<ul style="list-style-type: none"> • The Library was connected to the California Research and Education Network (CALREN)) highspeed broadband network using a grant from the California State Library. • The Library Community Room was equipped with impressive audio visual equipment upgrades consisting of amplifier, speakers, projector, and other equipment. Within 3 days the Library hosted a full house event in the Community Room featuring NASA's live Solar Eclipse coverage. • 13 new computers have been received from a CRT (Cathode Ray Tube) Class Action Settlement and are being installed. • 8 new Access Points have been installed to provide strong Wi-Fi coverage to the entire Library. • The "Library Strategic Plan and Mission Statement, 2017-2022" by Consultant Joe Matthews was finalized and disseminated to the community.
<p>Planning and Building</p>	<ul style="list-style-type: none"> • Initiated General Plan/Downtown Specific Plan – extensive community outreach during the year • Adoption of a new Cultural Heritage Ordinance • Mosaic/Rialto CUP
<p>Police</p>	<ul style="list-style-type: none"> • Crime reduction - Crime reduction through Nov is minus 24% (Almost unheard of in southern Cal) • Homicide Case • Homeless outreach HOPE

Public Works

- Completed \$18 million Garfield Reservoir & Pump station, perhaps, largest project in City's history
- Monterey Road street improvements in progress. First phase (Fair Oaks to Meridian) complete; Second phase (Meridian to Orange Grove) advertised for Construction bids. El Centro from Meridian to Fair Oaks, construction to start January 2, 2018. Also, Grevelia east of Fair Oaks, as well as Garfield north of Grevelia to Garfield Reservoir Street construction at the same time.
- City wide Sewer Rehabilitation complete. \$10 million project with subsidized state loan at less than 2% interest rate (1.6 or 1.7 %)
- State loan of \$10 million at 1.7% approved for Graves Reservoir /Pump Station replacement in San Marino and project is advertised for construction bids.
- LandCare contract for Landscape Maintenance Services in place with all Green equipment
- Arroyo Seco Pedestrian & Bike Trail substantially complete
- Library drainage project complete

Transportation

- SR-710 – Metro Board Decision to select the Transportation System Management/Transportation Demand Management (TSM/TDM) Alternative as the Locally Preferred Alternative, and to reallocate the SR-710 Measure R moneys to the implementation of the TSM/TDM projects
- Arroyo Verdugo Subregion – formed its own Joint Powers Authority (which will be used to receive the funds from Measure M)
- 626 Golden Streets Festival – the largest open streets event in the nation, spanning from South Pasadena to Azusa



South Pasadena Senior Holiday Luncheon
Thursday, December 14, 2017

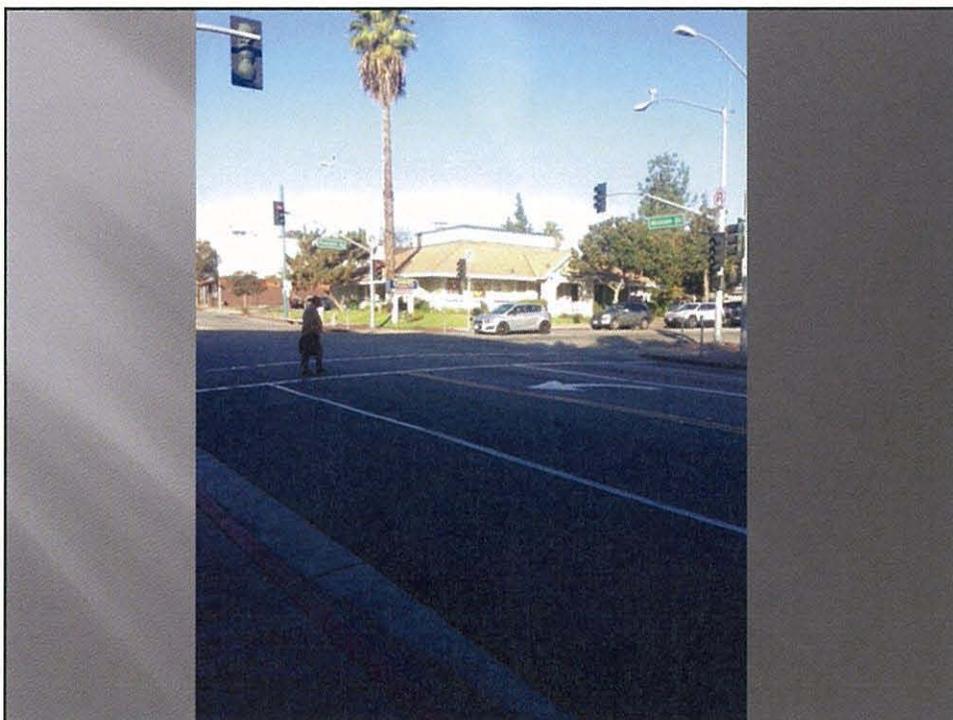
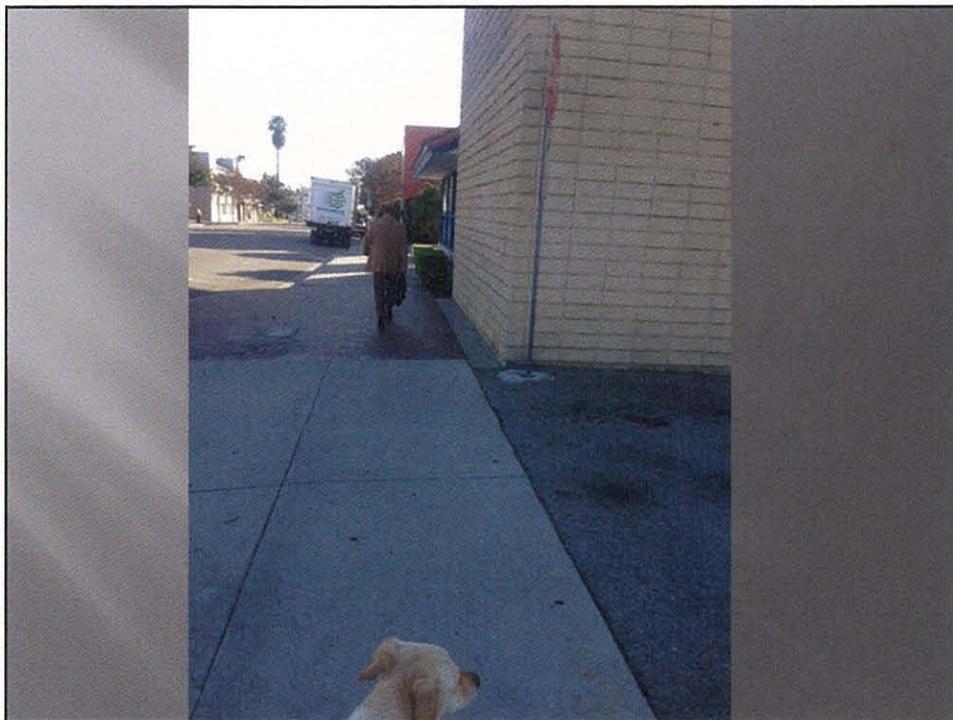


Hosted by: South Pasadena Police Officers' Association

11
12/14/17



12/20/17
Material
ITEM # 10
1
MKhubesnian



CLOSED FOR THE HOLIDAYS

City Hall will be closed
 Monday December 25th; Monday, January 1st,
 for the holidays & on Monday, January 15th,
 in observance of Martin Luther King Day.

For more information, please contact the City Manager's Office at
 (626) 403-7210 or cmo@southpasadenaca.gov.

**NOTICE OF CANCELLATION
 JANUARY 3, 2018
 REGULAR CITY COUNCIL MEETING**
 (Pending Council's approval)

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the South Pasadena City Council for Wednesday, January 3, 2018, at 7:30 p.m., has been cancelled.

Following this meeting, the next City Council Regular Meeting will be held on January 17, 2018, at 7:30 p.m., in the Amedee O. "Dick" Richards, Jr. Council Chamber located at 1424 Mission Street South Pasadena, CA 91030. Any questions regarding this information may be directed to the South Pasadena City Clerk's Office at (626) 403-7230.

12/20/17
 deWolfe

UPDATE – Business License

- Business License Tax information and FAQs available on the City's website
www.southpasadenaca.gov/businesslicense
- Amnesty period extended to March 1, 2018
- Forms can be submitted on-line:
 - Exemption Form
 - Business License Application
- Extended hours on Mondays – 7:00p.m.
(through January, excluding holidays)
- Email to contact city:
businesslicense@southpasadenaca.gov

**Changes to your
Rubbish Bill coming
January 1, 2018**

**The billing for
rubbish services
will be transitioned
from the City of
South Pasadena to
Athens Services.**



Athens (888) 336-6100
AthensServices.com

Finance Dept (626) 403-7250
utilities@southpasadenaca.gov
southpasadenaca.gov/utilities

- The transition will result in customers receiving a bill from the City for November and December rubbish services as part of their regular city billing period during the months of January and February 2018.
- Customers will also receive a bill from Athens in February for rubbish services for January, February and March of 2018.
- There will be no overlap of service periods and customers are not being double-billed for the same service.

11
12/20/17
rubbish

Announcing Commission Openings

- *Animal Commission
- *Design Review Board
- *Finance Commission
- *Freeway & Transportation
- *Parks & Recreation Commission
- *Planning Commission
- *Youth Commission

If interested, please contact the City Clerk's Office or
visit the City's website at

www.cityofsouthpasadenaca.gov/boardsandcommissions

**THIS IS A
TOBACCO FREE
CAMPUS**



**FOR THE HEALTH OF OUR
STUDENTS, EMPLOYEES, VENDORS
AND VISITORS SMOKING IS
NOT PERMITTED ON THIS CAMPUS.
THIS INCLUDES ALL BUILDINGS,
PARKING LOTS AND GROUNDS**

GISELLA BENITEZ
Additional Material
AGENDA ITEM # PC
12/20/2017 City Council Mtg.

x: City Council; CM; CA; PFB; Original to 12/20/2017 Addl Docs



ORDINANCE #2161, 2, 2007



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1,000 FEET**

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Customer Reviews





City of South Pasadena
Planning & Building
Department

Memo

Date: December 20, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager *SD*

From: David G. Watkins, AICP, Director of Planning & Building *DGW*
Edwar Sissi, Assistant Planner *ES*

Re: December 20, 2017 City Council Meeting, Item No. 18 Additional Document – Approval of a Mills Act Contract for Property Located at 929 Buena Vista Street (2080-MIL), the Torrance-Childs Residence, also known as the “Rose Hedge House” (APN: 5317-035-004)

Attached is a change to Attachment 1, the Mills Act Contract. An additional provision was added to paragraph clause no. 4, CONFORMANCE WITH NATIONAL STANDARDS, to include all work associated with the restoration of the property shall comply with the recommendations of the Cultural Heritage Commission in addition to previous included provisions of adherence to the State of California Office of Historic Preservation and the Secretary of the Interior Standards.

The change referenced above is indicated in paragraph clause no. 4 as underlined text.

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 20th day of December 2017, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Babak Zahabizadeh and Aleta M. Blanc ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 929 Buena Vista Street, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 41, attached hereto marked "Exhibit B". The English Tudor Revival-Craftsman style house was constructed in 1902 by William C. Crowell and designed by architect Charles Wesley Buchanan for Mrs. Emma B. Childs. The house is commonly known as the Torrance-Childs Residence and also as the Rose Hedge House for its former extensive rose gardens. The home has been occupied by several notable people including Mrs. Childs, the widow of George W. Childs whom was the editor for *The Philadelphia Ledger* and a known philanthropist. Jared Sidney Torrance, the founder of the City of Torrance became the home's second owner in 1910. The home's third owner was William Bertrand Stevens, the former Bishop of the Episcopalian Diocese of Los Angeles;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on December 20, 2017 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(e)(5) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. CONFORMANCE WITH NATIONAL STANDARDS. The contract agreement is to assist in the Preservation of the qualifying property; therefore, Restoration and Rehabilitation of the property and all work associated with thereto shall be subject to comply with the recommendations of the Cultural Heritage Commission and, shall conform to the rules and regulations of the State of California Office of Historic Preservation (Department of Parks and Recreation) and the United States Secretary of the Interior's Standards for the Treatment of Historic Properties, attached hereto marked "Exhibit D". Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement.

5. INSPECTIONS. The owner shall agree to allow periodic examination of the interior and exterior of the premises by the County Assessor, the Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to verify the owner's compliance with the contract agreement, and to provide any information requested to ensure compliance with the contract agreement. During the term of this Agreement, after five years, and every five years thereafter, the City, County of Los Angeles, or City and County shall have the option to inspect the premises to determine the property owner's compliance with the contract Agreement.

6. REPORTS. The owner shall agree to submit evidence to the City in accordance with the reporting schedule specified in the Mills Act Contract (and at a minimum every three years) to confirm that Preservation tasks were completed in accordance with the time line stipulated in this Agreement..

7. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

8. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

9. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

10. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

11. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

12. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

13. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

14. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Babek Zahabizadeh & Aleta M. Blanc
929 Buena Vista Street
South Pasadena, California 91030

15. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

16. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

17. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

18. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

19. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

20. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

21. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

22. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

23. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

24. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: _____

By: _____
MAYOR

Attest:

CITY CLERK

Approved as to Form:

CITY ATTORNEY

Dated: _____

Dated: _____

Babak Zahabizadeh, Owner

Dated: _____

Anita M. Blanc, Owner



City of South Pasadena Public Works Department

Memo

Date: December 20, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager

From: Paul Toor, Public Works Director

Re: December 20, 2017 City Council Meeting Item No. 21 Additional Document – Approval of a Contract Amendment with Raftelis Financial Services, Inc., for Additional Water Rate Consultant Services

The purpose of this memorandum is to provide the detailed fee information for the contract amendment to Raftelis Financial Services, Inc. (Raftelis) for additional services performed for Water Utility Operations Cost of Services Study (Study). This amendment is scheduled for the City Council's consideration at the December 20, 2017 Regular Meeting.

The City Council awarded a contract to Raftelis to conduct a cost of service study for the water utility on August 17, 2016. The scope of services for the Study included the following key components: customer usage and flow projections, revenue projections, annual revenue requirement projections, capital improvement program, determination of adequacy of revenues under existing rates, cost of service analysis, rate design, and sensitivity analysis (in depth look to examine the effects of the new water rate model).

The original schedule was to complete the Study by April 2017. However, it took longer to obtain detailed billing information from Global Water, City's billing services contractor. In addition, the consultant was requested to perform supplement alternatives for the Water Capital Improvement Program.

Raftelis originally requested a contract amendment in the amount of \$4,500 for the supplement work which was negotiated down to \$3,300. The proposed fee amendment is still lower than the fees purposed by other consultant in August 2016. The request for additional fees by Raftelis is just and reasonable; therefore, staff is recommending approval of the proposed contract amendment.

Additional Material
AGENDA ITEM # 21
12/20/17 City Council Mtg.



**City of South Pasadena
Public Works Department**

Memo

Date: December 20, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager *SD*

From: Paul Toor, Public Works Director *PT*
Rafael O. Casillas, Deputy Director of Public Works *ROC*

Re: December 20, 2017 City Council Meeting, Item No. 22 Additional Document – Award of Contracts to Kabbara Engineering and RKA Consulting Group for Engineering Design Services

Attached is an additional document which provides a clear explanation of the detail fee information to recommend award of engineering design services to Kabbara Engineering and RKA Consulting Group for the Fiscal Year (FY) 2017-18 Street Improvement Projects. These agreements are scheduled for the City Council’s consideration at December 20, 2017 regular meeting.

The Request for Proposals (RFP) was direct-mailed to selected firms experienced in engineering designing services for municipal capital improvement projects. Three firms responded to the request for proposals. Staff reviewed the proposals and ranked as follows:

Firm	Bushnell and Diamond Project Fee	Alpha and Camino Del Sol Project Fee
Kabbara Engineering, <i>Orange</i>	\$ 70,158*	\$100,910
RKA Consulting Group, <i>Walnut</i>	\$ 54,410	\$ 71,760*
KOA Corporation, <i>Monterey Park</i>	\$118,661	\$191,056

* Revised price. Original proposal Kabbara \$72,832 & RKA \$74,760.

After ranking the proposals, the proposed fees were open for further consideration. Staff requested that the Consultants review their fee proposals and both Consultants resubmitted their revised fee proposal. In addition, one of the criteria was utilized spreading the work at least two firms for efficient delivery of services. Staff recommended Kabbara Engineering and RKA Consulting Group for award of contracts. Based upon the scope of work and services, revised fee proposals are just and reasonable.

Government Code Section 4526 states that professional services contracts are to be bid based on qualifications rather than on price:

Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

Kabbara Engineering is a smaller engineering firm with over 24 years in the industry, and has provided similar services to municipal agencies such as the Cities of West Hollywood, Santa Monica, San Clemente, and others. They have also recently designed the Monterey Road (Phase 1 and 2), El Centro Street, Chelton Way, Collis Avenue, and Hill Drive Street Improvement Projects for the City of South Pasadena. Staff has checked Kabbara Engineering's references, and recommends awarding the engineering design services on the Bushnell Avenue and Diamond Avenue Street Improvement Project to Kabbara Engineering.

RKA Consulting Group is a smaller full-service engineering firm based in Walnut and specializing in providing civil engineering services, traffic engineering, land development, and construction management services to municipal agencies. They have recently completed similar design projects for the Cities of San Gabriel, Walnut, Pomona, and others. Currently, RKA Consulting Group is providing inspection and construction management services for the El Centro Street Project, Grevelia Avenue Project, and Garfield Avenue Project (City). Staff has checked RKA Consulting Group's references and recommends awarding the engineering design services on the Alpha Avenue and Camino Del Sol Street Improvement Project to RKA Consulting Group.

It is anticipated that design for both the Projects will be completed by May 2018.

Attachments:

- Design Service Schedule – Kabbara Engineering
- Design Service Schedule – RKA Consulting Group

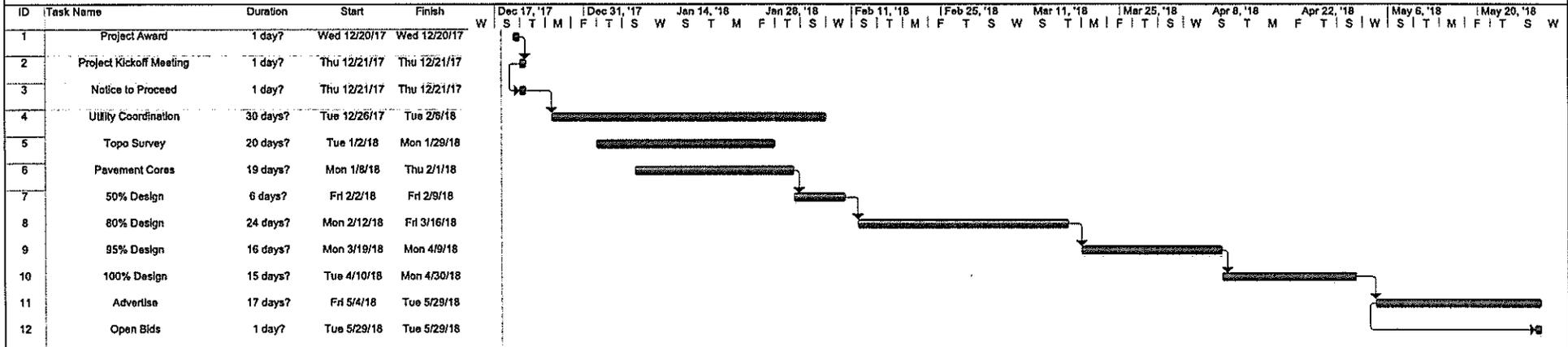
KABBARA ENGINEERING

PROJECT MANAGER: PAUL TOOR, P.E. DIRECTOR OF PUBLIC WORKS CITY OF SOUTH PASADENA CONSULTANT: KABBARA ENGINEERING
 FY 17-18 STREET IMPROVEMENT PROJECTS

ID	Task Name	Duration	Start	Finish	Qtr 1, 2018					Qtr 2, 2018	
					Dec	Jan	Feb	Mar	Apr	May	
1	KICKOFF MEETING	1 day	Mon 12/11/17	Mon 12/11/17	◆ 12/11						
2	RESEARCH & REVIEW	5 days	Tue 12/12/17	Mon 12/18/17							
3	FIELD TOPOGRAPHIC SURVEY & CROSS SECTIONS	10 days	Tue 12/19/17	Wed 1/3/18							
4	UTILITY COORDINATION	30 days	Tue 12/19/17	Wed 1/31/18							
5	GEOTECHNICAL INVESTIGATION & PAVEMENT RECOMMENDATIONS	30 days	Tue 12/12/17	Wed 1/24/18							
6	BASE MAPS	12 days	Thu 1/4/18	Fri 1/19/18							
7	50% SUBMITTAL OF BASE MAPS	1 day	Mon 1/22/18	Mon 1/22/18							
8	PRELIMINARY DESIGN REPORT	5 days	Thu 1/25/18	Wed 1/31/18							
9	PLANS, SPECIFICATIONS & ESTIMATE	22 days	Thu 1/25/18	Fri 2/23/18							
10	80% PS&E & DRAFT GEOTECHNICAL REPORT SUBMITTAL	1 day	Mon 2/26/18	Mon 2/26/18							
11	80% CITY REVIEW	5 days	Tue 2/27/18	Mon 3/5/18							
12	PLANS, SPECIFICATIONS & ESTIMATES	9 days	Tue 3/6/18	Fri 3/16/18							
13	95% PS&E & FINAL GEOTECHNICAL REPORT SUBMITTAL	1 day	Mon 3/19/18	Mon 3/19/18							
14	95% CITY REVIEW	4 days	Tue 3/20/18	Fri 3/23/18							
15	FINALIZE PS&E	10 days	Mon 3/26/18	Fri 4/6/18							
16	FINAL 100% PS&E SUBMITTAL	1 day	Mon 4/9/18	Mon 4/9/18							◆ 4/9

NAME/ACCOUNT/BUDGET FY 17-18 STREET IMPROVEMENT PROJECTS/ S	Task		Rolled Up Task		External Tasks	
	Critical Task		Rolled Up Critical Task		Project Summary	
	Progress		Rolled Up Milestone		Group By Summary	
	Milestone		Rolled Up Progress			
	Summary		Split			

**City of South Pasadena
Alphe St & Camino Del Sol, FY 17-18 Street Improvements
PROJECT SCHEDULE**



RKA Consulting Group

Project: South Pasadena - Alpha St & Camino Del Sol
Date: Mon 12/18/17

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			



**City of South Pasadena
Management Services
Department**

Memo

Date: December 18, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager 

From: Margaret Lin, Principal Management Analyst 

Re: December 20, 2017, City Council Meeting, Item No. 24 Additional Document – Approval of a Letter to the California Department of Transportation Requesting a Cooperative Agreement for the State Route 110 Interchange Hookramp Project

Attached is a revised letter to the California Department of Transportation requesting a Cooperative Agreement for the State Route 110 Interchange Hookramp Project. The revision includes an additional clarifying sentence to Page 1, Paragraph 3: “Furthermore, Caltrans should assume the role of Lead Agency as the Project would be constructed within the Caltrans right-of-way”.

Approved: 
CITY CLERK # 24
12/20/17



CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: 626.403.7210 ▪ FAX: 626.403.7211

WWW.SOUTHPASADENACA.GOV

December 20, 2017

Carrie Bowen, District Director
Caltrans District 7
100 South Main Street
Los Angeles, CA 90012

RE: State Route 110 Interchange Hookramp Project

Dear Ms. Bowen,

The purpose of this letter is to follow up on the City of South Pasadena's (City) previous request to expedite the State Route 110 Interchange Hookramp Project at Fair Oaks Avenue (Project).

The City greatly appreciates the California Department of Transportation's (Caltrans) willingness to work with the City to complete the Project and for Caltrans' commitment of an additional \$2.5 million to help fund the construction of the Project. In light of the May 25, 2017, Los Angeles County Metropolitan Transportation Authority (Metro) Board decision to move forward with the Transportation System Management/Transportation Demand Management (TSM/TDM) Alternative as the Locally Preferred Alternative for the State Route 710 (SR-710) North Extension Project, the City has included the Project as a priority project to receive funding from the remaining Measure R funds. The Project will relieve a significant bottleneck and help improve traffic flow in the SR-710 corridor.

On September 16, 2015, the City Council adopted Resolution No. 7425 requesting Caltrans to assume the role of Lead Agency for the Project; as the City does not have the resources to manage a project of this magnitude. Furthermore, Caltrans should assume the role of Lead Agency as the Project would be constructed within the Caltrans right-of-way. On July 31, 2017, City staff met with Caltrans to discuss and reiterate the City's preference for Caltrans to assume the role of Lead Agency. Caltrans staff acknowledged that the City did not have the appropriate resources to complete the construction and right-of-way management for the Project. Caltrans agreed to explore the options of assuming the role of Lead Agency while the City would continue to be the Project owner. The City is currently awaiting a revised Cooperative

Agreement with Caltrans assuming the role of Lead Agency for the design, construction, and right-of-way management be provided, to move forward with the Project.

We look forward to working with you to complete this important regional project. If you have any questions or comments, please feel free to contact Stephanie DeWolfe, City Manager, at sdewolfe@southpasadenaca.gov or (626) 403-7210.

Sincerely,

Michael A. Cacciotti
Mayor

Richard D. Schneider, M.D.
Mayor Pro Tem

Robert S. Joe
Councilmember

Marina Khubesrian, M.D.
Councilmember

Diana Mahmud
Councilmember

cc: Judy Chu, Congresswoman, 27th District
Anthony J. Portantino, Senator, 25th Senatorial District
Chris Holden, Assemblymember, 41st District
Kathryn Barger, Los Angeles County Board of Supervisors, 5th District
South Pasadena City Council
South Pasadena City Manager





City of South Pasadena
Management Services
Department

Memo

Date: December 20, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager 

From: Desiree Jimenez, Acting Chief City Clerk 

Re: December 20, 2017 City Council Meeting, Item No. 26 Additional Document – Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation

On the December 20, 2017 City Council Meeting agenda, the recommendation provided for Item No. 26 “Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation” was inadvertently printed incorrectly. Please see the correct recommendation to the City Council provided below.

Recommendation Action

It is recommended that the City Council approve a letter of opposition to the California Public Utilities Commission (CPUC) on Draft Resolution E-4907 (Resolution) related to Community Choice Aggregation (CCA).



**City of South Pasadena
Management Services Department**

Memo

Date: December 20, 2017

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager 

From: Jenna Shimmin, Senior Management Analyst 

Re: December 20, 2017 City Council Meeting, Item No. 26 Additional Document – Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation

Attached is a letter to be sent (pending Council approval) to the California Public Utilities Commission (CPUC) in response to draft Resolution E-4907 pointing out the Los Angeles Community Choice Energy's (LACCE) willingness to work with Southern California Edison and the CPUC on a resolution to the resources adequacy issue. At a recent LACCE Board of Director's meeting, member agencies were advised to send an individual letter to each commissioner, and to send a copy to the Director of the CPUC, Governor Brown, as well as the agency's assemblymember and senator.

Additional Material
AGENDA ITEM # 26
12/20/17 City Council Mtg.
JShimmin



CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
WWW.SOUTHPASADENACA.GOV

December 20, 2017

President Michael Picker
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

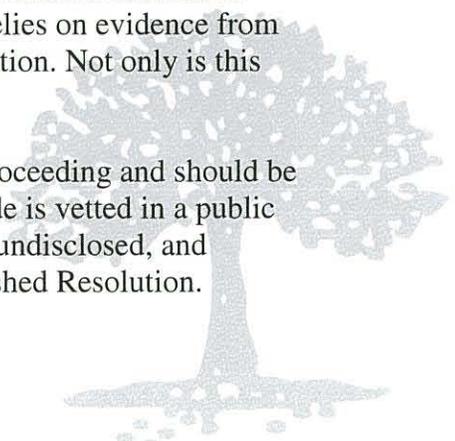
RE: Draft Resolution E-4907 Related to Community Choice Aggregation

Dear President Picker,

Over the last several years, the City of South Pasadena (City) has been actively researching and evaluating options to implement a community choice energy program to benefit our residents and businesses. After much consideration, the City recently joined the Los Angeles Community Choice Energy (LACCE) program with the understanding that LACCE would be filing an addendum to its certified implementation plan to include South Pasadena and many other Southern California cities in its Phase 2 launch in June 2018. This plan was included in their Implementation Plan and well known to and acceptable to both the California Public Utilities Commission (CPUC) and Southern California Edison (SCE).

Inexplicably and without due process, Draft Resolution E-4907 (Resolution) proposes new rules for how and when community choice power providers could launch and make changes to procurement rules outside the normal rulemaking process. Such changes could have serious financial implications to LACCE and South Pasadena by delaying our entry into service and appears to have been deliberately proposed to harm our interests. The CPUC did not seek information from, nor did it consult with LACCE staff or with the City of South Pasadena in preparing this Resolution. Instead, it appears that the Resolution solely relies on evidence from investor-owned utilities, which has not been subject to review or examination. Not only is this Resolution an act of bad faith, it is unwarranted.

Indeed, resource adequacy issues are already part of an existing CPUC proceeding and should be addressed in that venue so that all information on which a decision is made is vetted in a public and transparent manner rather than having the CPUC rely on the private, undisclosed, and unexamined information that led to a deeply flawed and unnecessarily rushed Resolution.



We stand ready and willing to work with SCE and the CPUC to identify potential solutions to the resource adequacy issue that are reasonable and fair for all parties involved.

The City of South Pasadena respectfully asks that this Resolution be dismissed on the grounds that procurement of resource adequacy rules be addressed in the existing proceeding dedicated to that purpose and in recognition of the furtive manner in which it was placed on the CPUC's agenda.

Sincerely,

Michael A. Cacciotti
Mayor

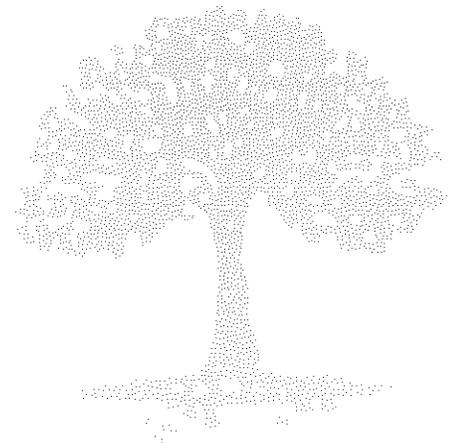
Richard D. Schneider, M.D.
Mayor Pro Tem

Robert S. Joe
Councilmember

Marina Khubesrian, M.D.
Councilmember

Diana Mahmud
Councilmember

cc: Ed Randolph, Director, CPUC Energy Division
Governor Edmund G. Brown, Jr.
Assemblymember Chris Holden, 41st Assembly District
Senator Anthony J. Portantino, 25th State Senate District



LANDCARE SCOPE OF WORK REVISIONS

City of South Pasadena
December 20, 2017

LandCare Contract Overview

- On November 15, 2017 the City Council approved award of Landscape Maintenance Services Contract to LandCare.
- Original Contract maximum amount proposed is \$393,000 includes optimum level of service.
- Optimum level of service proposed in the contract scope of work to minimize supplemental amendments to the contract.
- The contract includes provisions that the City reserves the right to add or delete services as set forth within the contract.
- The City Council directed Staff to revisit the scope of work.

Criteria for Scope of Work Revisions

- Routine or frequent tasks were not removed from the scope of work.
- Only minor adjustments were made to the scope of work for heavily utilized parks such as Garfield Park, Orange Grove Park and Arroyo Park.
- The maintenance frequency was reduced for smaller parks
- Non-routine and in-frequent tasks that could be performed by in-house Staff or by supplemental contract were removed.
- The maintenance schedule for non-athletic field turf was re-evaluated.

Scope of Work Revisions

- Tree Skirting
- Spreading of Mulch at Parks
- Via Del Rey Pocket Parks
- Reducing the frequency of mowing at Eddie Park, War Memorial Park, Library Park, and the Demonstration Garden
- Nature Park
- San Pasqual House
- South Pasadena Sign Hillside and Sign Trail
- Arroyo Seco Racquet Club and Stoney Drive Easement
- Water Facilities