



## Additional Documents Distributed for the Regular City Council Meeting December 5, 2018

Item No.	Agenda Item Description	Distributor	Document
PC	Public Comments & Suggestions	Mo Bina	Minutes of the Special Meeting of the Personnel committee of the County of Sanitation Districts of Los Angeles County; Pasadena Star News Report; Petition
5	Resolution Declaring the Results from the November 6, 2018 General Municipal Election	Marc Donohue	Revised Resolution and Official Certified Results
17	Councilmember Communications	Michael A. Cacciotti	PowerPoint, Various Photos
17	Councilmember Communications	Marina Khubesrian	PowerPoint, Various Photos
20	Public Hearing: Designation of the Library Tree	Edwar Sissi, Assistant Planner	PowerPoint; Staff Presentation
21	Public Hearing: Designation of the Koebig House 320 Grand Ave.	Edwar Sissi, Assistant Planner	PowerPoint; Staff Presentation
22	First Reading and Introduction of an Ordinance (Trees & Shrubs)	Kristine Courdy, Operations Manager	PowerPoint; Staff Presentation
23	Urgency Ordinance: Creating a Sidewalk Vending Permitting program to comply with Senate Bill No. 946	David Bergman, Interim Planning Director	Revised Proposed Ordinance
23	Urgency Ordinance: Creating a Sidewalk Vending Permitting program to comply with Senate Bill No. 946	David Bergman, Interim Planning Director	PowerPoint; Staff Presentation
24 & 25	Rental Housing Inspection Program and Tenant Relocation Assistance Policy	Lucy Demirjian, Assistant to the City Manager	PowerPoint; Staff Presentation

26	Information Update on Emergency Operations Center	Paul Riddle, Fire Chief	PowerPoint; Staff Presentation
27	Emergency Public Information Plan	Jon Pope, Public Information Officer	PowerPoint; Staff Presentation
28	Mayor's State of the City	Jon Pope, Public Information Officer and Mayor	PowerPoint Presentation

MINUTES OF THE SPECIAL MEETING OF THE  
PERSONNEL COMMITTEE OF THE  
COUNTY SANITATION DISTRICTS  
OF LOS ANGELES COUNTY

April 26, 2017  
11:30 o'clock, A.M.

Pursuant to the call of the Chairperson and upon written notice of the Secretary setting the time and place of a special meeting and mailed to each Director at least 24 hours before the meeting, a special meeting of the Personnel Committee of the County Sanitation Districts of Los Angeles County was held at the Joint Administration Office, 1955 Workman Mill Road, Whittier, California, on April 26, 2017, at 11:30 o'clock, a.m., for the purpose of:

1. Approve Minutes of Special Meeting Held March 22, 2017
2. Legal Fees
3. Personnel Related Matters

There were present: Dee Andrews, Districts Nos. 1 and 8  
Joseph Buscaino, Districts Nos. 3, 4 and 9  
Richard Barakat, District No. 15  
Robert Joe, District No. 16  
Terry Tomek, District No. 17  
Carol K. Chen, District No. 19  
Curtis Morris, District No. 21  
Margaret E. Finlay, District No. 22  
William Davis, District No. 23  
David A. Spence, District No. 28  
Ed Wilson, District No. 29

Absent: David Armenta, Chairperson, Districts Nos. 2 and 18  
Pat Furey, South Bay Cities and District No. 5  
Rex Parris, District No. 14  
James C. Ledford, District No. 20  
Mark Ridley-Thomas, District No. 27  
Cameron Smyth, Santa Clarita Valley

Also present: Grace Robinson Hyde, Chief Engineer and General Manager  
Robert Ferrante, Assistant Chief Engineer and Assistant General Manager  
Wesley Beverlin, District Counsel  
Kimberly S. Compton, Secretary of the Committee

Upon motion of Director Barakat, duly seconded and unanimously carried, Director Spence was elected Chairperson pro tem.

RE: MINUTES Upon motion of Director Chen, duly seconded with  
of the special meeting held on March 22, 2017, were approved. Director Wilson abstaining from the vote, the minutes

RE: JOINT ADMINISTRATION The Chief Engineer and General Manager reported the  
LEGAL SERVICES FEES - REPORT Districts' staff reviews the rates for legal services every  
ON SERVICES PROVIDED - ESTABLISH few years and she gave a presentation. She advised that  
RATES OF COMPENSATION FOR the Districts have three types of legal services:  
DISTRICTS' GENERAL COUNSEL (1) general counsel, (2) human resources counsel, and  
LABOR RELATIONS COUNSEL, AND (3) special counsel. All three types were discussed.  
OTHER REQUIRED SPECIAL COUNSEL

She stated that almost all of the Districts' routine legal work has long been done by a group of attorneys currently with the firm Lewis, Brisbois, Bisgaard & Smith, LLP (LBBS). She introduced Mr. Wes Beverlin, District Counsel. This long-term relationship has very important benefits for the Districts because of the continuity of legal services provided, which is a critical need for the Districts. The Districts, as an agency

with 24 individual districts managing wastewater, solid waste, and stormwater, have very unique and complex legal service needs that few other agencies have. The list of legal activities is long, but some examples provide an idea of the variety of projects on which the Districts require legal assistance: environmental, financial, energy, such as green power generation, research, property, joint powers agreements, construction, and regulatory. Continuity of legal services is also critical since issues may last for five to ten years before they are resolved.

Showing the first slide, the Chief Engineer and General Manager described the Districts' general counsel. LBBS is a full service law firm headquartered in Los Angeles and consists of five partners working full-time for the Districts with a combined experience of over 100 years with the Districts. They represent all 24 districts. The majority of the Districts' legal work is handled by LBBS, although occasionally a unique topic will arise and LBBS is often able to quickly bring in an outside special advisory counsel from the firm. For LBBS, Districts' general counsel, there is a retainer for day-to-day legal work (flat rate) and a non-retainer (separate rate).

The next slide showed a chart with other agencies' retainer rate histories. She advised that there really aren't any agencies exactly like the Districts in Southern California with which to compare rates, but staff did its best to look at agencies that do similar work. Of the agencies shown, all but one only provides wastewater services and all are single district agencies as opposed to the Districts' 24 individual districts, and they are all significantly smaller than the Districts. The rates vary, but she advised that LBBS's rates are significantly below the rates of the other agencies pay for their legal counsel.

The Chief Engineer and General Manager added that from 2010 to 2016, LBBS' legal rates have not kept up with the Cost Price Index (CPI) and are six percent below CPI.

The next slide showed the recommended LBBS retainer rates. The retainer rate is a blended rate for a fixed number of hours per month to provide for the day-to-day legal needs of the District. Staff recommended that the retainer rate be increased by \$10/hour for each of the next three years.

The current retainer is based on 450 hours per month, which is fixed regardless of the amount of work performed. This past year the retainer hours have averaged over 500 per month. So for this year, the Districts have received over \$200,000 legal services at no charge. Staff recommends that the base number of hours be increased to 475 hours per month. She advised that added projects, such as food waste, stormwater, and Tulare Lake Composting, have contributed to the increase and the base retainer hours should be increased to cover these added projects.

In response to Director Wilson, District Counsel advised that clerical work is not included in attorney hours. LBBS employs paralegals and delegates work to the paralegals as needed. Paralegal work is not included in the retainer.

In response to Director Joe, District Counsel advised that LBBS' Districts' practice group regularly consists of five partners and six associates from LBBS who work on Districts' issues. The Chief Engineer and General Manager added that, under the proposed rates the retainer costs would increase from \$1.3 million to \$1.4 million per year.

The next slide showed a graph of the LBBS retainer rate proposal comparison to other agencies. Even after three years, the proposed rate will still be lower than the other agencies' rates.

In response to Director Barakat, the Chief Engineer and General Manager advised that Orange County spends about two percent of their budget on legal fees and the Districts spend approximately one percent.

The next slide showed a pie graph of the non-retainer legal expenses. She pointed out that three-quarters of the pie graph is for construction disputes. She advised that construction costs vary from year to year depending on the number of active construction projects underway, such as a large construction project in District No. 14 and upgrading wastewater treatment plants. Each year, the Districts manage construction contracts with a dollar amount of \$250 million to \$300 million and although the legal costs are significant, they are a very small portion of the total project costs.

Industrial Waste legal costs primarily consist of collection from non-paying customers and are very successful in cost recovery over the long term. She also showed the environmental legal costs, property related legal costs, and administrative legal costs.

The next slide detailed the recommended litigation rates. Litigation rates for partners are currently \$10 more per hour compared to the retainer rates to reflect the more intensive work needed on lawsuits. The approach to litigation by LBBS is to use associates to the extent possible, therefore keeping litigation rates lower. One current concern is that there has been a larger turnover of associates than in past years. For Districts' staff and legal counsel, continuity is important because of the critical multi-year issues.

The recommended increase for partner rates reflect a \$10/hour increase. A slightly higher increase is proposed for associates at \$12/hour and \$11/hour for junior associates to address the recent higher associate turnover rate. The associate rate would still be lower than the partner rates and the preference would be to use lower cost associates, if possible, for litigation.

The next slide detailed expectations for LBBS: (1) continued development of new associates to maintain continuity and (2) goal of at least 50 percent of litigation work to be performed by associates.

District Counsel stated that LBBS has been implementing these expectations for some time now.

The next slide reflected the recommended rates for Musick, Peeler, & Garrett (MPG) and the annual limit for special counsel. MPG is the Districts' Human Resources counsel. Staff recommended a \$6/per hour increase for each of the next three years. The rate has not been increased in four years. Their annual work varies but is usually around \$200,000.

Staff recommended keeping the same special counsel cap of \$500,000. Special counsel is used for various legal matters requiring special expertise, such as for regulatory matters related to endangered species. If a special counsel is needed for an extended period of time, an item would go to the boards for approval.

Director Wilson stated that looking at the numbers, the recommendation looks reasonable. He also stated that, in the future, he would like to see the recovered costs on litigation matters.

Director Tornek stated that based on the presentation, Districts' staff clearly values the long-term expertise. In response to his question about if a solicitation had been considered, the Chief Engineer and General Manager advised that for the reasons previously discussed, staff believes that continuity of the legal services provided to the Districts is very important and that staff's recommendation is based on what was presented to the Committee; that is, to continue with LBBS. In addition, staff does not believe that more cost-effective rates would be proposed by others in a solicitation process.



Director Morris stated that the Boards receive excellent service from LBBS and the rates are reasonable. The firm has served the Boards well.

Director Barakat stated that he has served 20 years on the board and long-term legal issues such as Westlake Farms are still going on and it would be difficult to bring a new firm up to speed on long-term issues.

Director Joe asked the following: (1) could staff provide what has been done and what is the success rate and (2) staff has only shown the Committee this year's costs, can you provide the last three years. In response, the Chief Engineer and General Manager showed an additional slide that depicted historical costs and stated that staffs' goal is to stay out of court whenever possible and minimize the costs. The Districts have been successful in avoiding additional legal costs.

In response to Director Morris, the Chief Engineer and General Manager advised that the recommended modest increase for associates would enable LBBS to hire and keep qualified associates for Districts' work.

Upon motion of Director Finlay, duly seconded with Director Barakat abstaining from the vote, the committee endorsed the recommendation of the Chief Engineer and General Manager for Districts' general counsel, labor relations counsel, and special counsel for fiscal years 2017/18, 2018/19, and 2019/20. For Districts' general counsel the base retainer rate for fiscal years 2017/18, 2018/19 and 2019/20 would be \$259/hour, \$269/hour and \$279/hour, respectively.

The litigation rates for Districts' general counsel for the next three fiscal years would be:

	<u>July 1, 2017</u>	<u>July 1, 2018</u>	<u>July 1, 2019</u>
Partners:	\$259 per hour	\$269 per hour	\$279 per hour
Senior Associates:	\$225 per hour	\$237 per hour	\$249 per hour
Junior Associates:	\$213 per hour	\$224 per hour	\$235 per hour
Paralegal:	\$116 per hour	\$123 per hour	\$130 per hour

The composite rate for Districts' labor relations counsel, MPG, for the next fiscal years would be:

	<u>July 1, 2017</u>	<u>July 1, 2018</u>	<u>July 1, 2019</u>
Labor Matters:	\$310 per hour	\$316 per hour	\$322 per hour

Furthermore, the Personnel Committee also endorsed a recommendation to authorize the Chief Engineer and General Manager to hire special counsel, as needed, at competitive rates with the total expenditure in each of fiscal years 2017/18, 2018/19, and 2019/20, not to exceed \$500,000 per year.

RE: PERSONNEL RELATED MATTERS

In regular session, District Counsel requested that the Committee meet in closed session pursuant to Section 54957.6 of the Government Code, *Conference with Labor Negotiators. Agency Designated Representatives: Grace R. Hyde, Chief Engineer and General Manager; Robert C. Ferrante, Assistant Chief Engineer and Assistant General Manager; Ramon Cortez, Human Resources Manager; and Jennifer Allen, Assistant Human Resources Manager*, to discuss matters concerning the union-represented, self-represented, and non-represented employee units.

Upon motion of Director Wilson, duly seconded and unanimously carried, the meeting convened in closed session at 12:24 p.m. pursuant to Section 54957.6 of the Government Code, *Conference with Labor Negotiators*, to discuss the matter referred to by District Counsel.

Upon motion of Director Wilson, duly seconded and unanimously carried, the meeting reconvened in regular session at 1:28 p.m. District Counsel announced that the Board took no action that requires disclosure under the Brown Act pursuant to Government Code Section 54957.1.

DAVID SPENCE  
Chairperson pro tem

ATTEST:

KIMBERLY S. COMPTON  
Secretary

/ksc

NEWS

# Sanitation Districts' general manager steered business to husband's law firm, complaints allege

"A lot of yellow flags and potentially red flags" should have gone up, one expert says.



File photo of the Sanitation Districts of Los Angeles County's San Jose Creek Reclamation Plant near Whittier shows the final stage of water reclamation. (Staff photo)

By **JASON HENRY** | jhenry@scng.com | Pasadena Star News

PUBLISHED: December 2, 2018 at 9:27 am | UPDATED: December 3, 2018 at 9:58 am



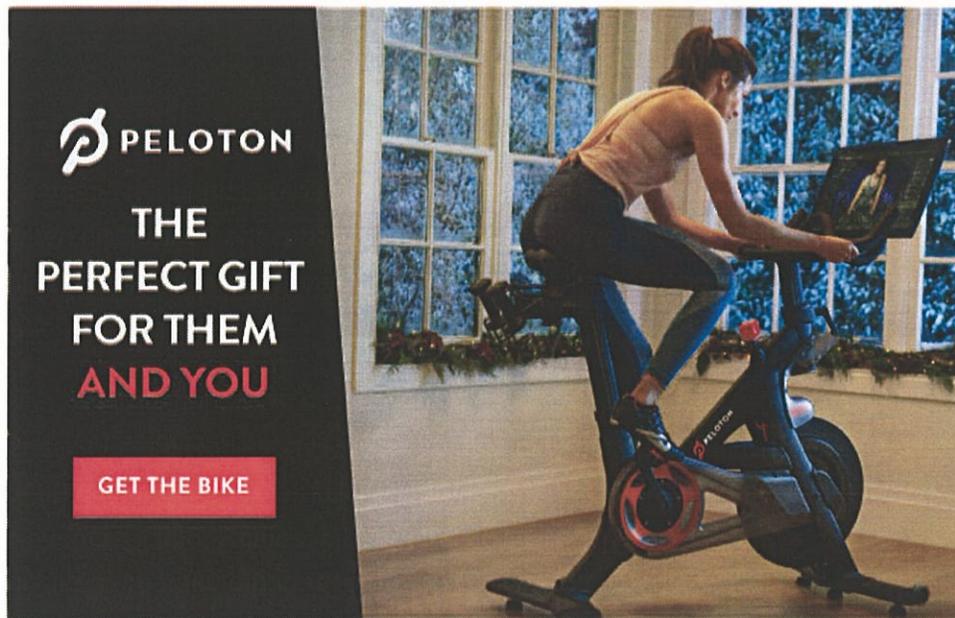
Additional Material  
AGENDA ITEM # *pc*  
12/5/18 City Council Mtg.

*Cc: Council; CM; CA; CCC; Reference Binder; Originals to 12/5/18 Add'l Docs*

The general manager of Los Angeles County's Sanitation Districts helped steer contracts to her husband's law firm and did not properly report his income when disclosing her economic interests, according to complaints sent to the state Fair Political Practices Commission and the Los Angeles County District Attorney's Office.

The FPPC and the D.A.'s Office are in the process of reviewing allegations against Grace Robinson Hyde, according to the agencies. The FPPC fined her \$200 earlier this year for failing to disclose her husband's employment. In November 2013, Robinson Hyde, the district's general manager and chief engineer, married a partner at Lewis Brisbois Bisgaard & Smith LLP, the law firm representing the Sanitation Districts.

ADVERTISING



Five months earlier — when the couple already was in a relationship — she recommended a renewal of the law firm's contract, the complaints allege. Over the next two years, Robinson Hyde continued to participate in decisions that benefited her husband's firm, according to the complaints. The law firm was paid more than \$1.5 million in 2018, according to meeting minutes.

The complaints allege more than \$5 million in legal fees have been paid as a result of litigation.

Robinson Hyde's husband, Daniel Hyde, stopped personally representing the districts in early 2013 but continued to work with LBBS as a special counsel, a position where he profited from cases handled by other lawyers, according to his contract. An agreement in May 2013 states that he agreed not to receive any compensation "attributable to the firm's work for the Districts."

The Sanitation Districts of Los Angeles County consists of 24 independent special districts and manages waste for 5.6 million people. The districts share an administrative staff headed by Robinson Hyde near Whittier. A board of directors, representing each of the member cities and the county Board of Supervisors, votes on the recommendations made by the general manager and her staff.

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Each district pays a portion of any administrative costs.

## GM denies any conflict

Robinson Hyde denies there was any conflict, saying her family did not profit from the firm's contracts. Her husband's contract prevents that, she said.



Bales of cardboard and plastic are made into cubes for recycling at the Materials Recovery Facility operated by the Los Angeles County Sanitation Districts near Whittier. (File photo)

"In May 2013, he changed his status with the firm to special counsel with the express condition that he would receive no compensation directly or indirectly from the firm's work for the Sanitation Districts," Robinson Hyde said in an email. " We later married in the fall of 2013 and, thereafter, during our marriage neither my husband nor I have received any economic benefit from the

relationship of LBBS with the Sanitation Districts."

Her husband retired from LBBS in 2015, just months before the districts renewed the firm's contract again, according to the complaints. He continued to use the company's billing system and shared administrative services.

### Previous violation an 'oversight'

Robinson Hyde did not report her husband's employment on financial disclosures sent to the state in 2014 and 2015. The FPPC fined her \$200 for the omissions in August, but investigators said they found "no evidence" of a conflict of interest resulting from the missing information. The FPPC offered Robinson Hyde a "streamlined settlement," a faster process meant for low-level violations and mistakes. The disclosures were amended as a result of the investigation.



Grace Robinson Hyde, general manager and chief engineer of Los Angeles County Sanitation Districts. (California Association of Sanitation Agencies)

Robinson Hyde called the omissions an "inadvertent oversight."

A second complaint submitted in September urged the commission to review Robinson Hyde again. The new complaint alleges Robinson Hyde participated in decisions to pursue litigation while her husband was still employed by the firm. The decisions "ended up costing the County Sanitation Districts of Los Angeles County millions of dollars," according to the complaint.

"Had she decided to have a different law firm handle the litigation or had she made a decision to take County Sanitation Districts of Los Angeles County in a different direction in lieu of litigation, that could have potentially had an adverse impact on her spouse's employer and potentially her husband's and her own finances," the anonymous complaint states.

In February 2014, Robinson Hyde's office recommended the Newhall Ranch County Sanitation District use her husband's firm when it joined the districts, according to meeting minutes and the complaint. Daniel Hyde was still employed by LBBS as special counsel.

The FPPC is still reviewing the second complaint and has not opened an investigation. The L.A. County District Attorney's Office also confirmed it is reviewing a complaint.

Robinson Hyde said she intends to cooperate with the review, but noted the FPPC already found no evidence of conflict on the "same facts" in the earlier allegations.

"The FPPC came to the same conclusion following their investigation of the first claim, and outside counsel, specializing in FPPC matters, retained by the agency reached a consistent conclusion," she said.

### **'Definitely an appearance problem'**

Doug Johnson, a fellow for Claremont McKenna College's Rose Institute of State and Local Government, said a conflict of interest would arise the moment an individual becomes financially linked to someone benefiting from an agency's contract.

If, for example, the couple lived together before marriage and Daniel Hyde covered the rent, then Robinson Hyde should not have been involved in the decision to renew the contract in 2013.

"Legally, she is probably OK until their finances blend somehow," Johnson said. "But it is definitely an appearance problem."

Robinson Hyde should have disclosed the relationship to her board of directors and recused herself from any decisions, even if the couple was only dating at the time. Once they became married, it would only amplify the need for a recusal, Johnson said.

"The devil is in the details in whether it is a criminal violation or subject to FPPC punishment, but it sure looks bad," Johnson said. "There are definitely a lot of yellow flags and potentially red flags flying around those decisions."

Robinson Hyde would not say whether she officially disclosed the relationship to her board before the first FPPC investigation, but she said the relationship was "no secret" and the board is "well aware" of the issue now.

Tags: **Environment**, **Investigative Reporting**, **local-government**, **San Fer**



## Jason Henry

Jason Henry is an investigative reporter with the Southern California News Group.





# 2018 DECLARATION OF "NO CONFIDENCE"

We, the undersigned employees of the Sanitation Districts of Los Angeles County, in regard to the ability of this Agency's Upper Management to competently and effectively lead this agency in the future, find the following:

- o Upper Management's decisions and subsequent recommendations to the Board of Directors on major capital improvement projects have led to hundreds of millions of dollars in unnecessary and/or underutilized properties, assets and projects. Waste-by-Rail a self-admitted "miscalculation" and the Tulare Lake Compost may take generations to be fully utilized, if at all. The proposed Clear Water Tunnel project is unnecessary and will cost almost a billion dollars to complete.
- o Upper Management has engaged in an illegal attempt to take a vested compensation benefit using underhanded and unethical practices. The scheme they labeled "soft landing", which has already been imposed on several employee units and is currently being pushed upon a number of others, is nothing more than long-term, slow motion wage theft from the dedicated, hard-working, middle-class employees who continue to serve this Agency and our ratepayers.
- o Upper Management's actions with regard to labor negotiations and promotion practices have created a work environment for the employees of the Sanitation Districts that is not only saturated with lowered morale, but also threatens the ability of this Agency to attract and retain the qualified and trained employees that are critical for the continued high level of competency, efficiency, innovation and service for which we are renowned.

We, the undersigned, are either "classic" employees, who have spent years, even decades, of our careers helping to build the Sanitation Districts' world-class reputation, or "PEPRA" employees, who thought we were joining an agency that valued and respected its employees. We now fear our combined legacy will be damaged or even destroyed. We also find that the hiring practices for PEPRA employees have been ambiguous, if not outright deceptive, leading many to question their future at the Sanitation Districts. We are employees from all departments and facilities, of all job classifications and pay-scales, from represented and non-represented units. We therefore declare that we have "NO CONFIDENCE" in Upper Management's ability to maintain our high level of service to the community or to lead us or this agency into the future. We implore the Board of Directors for the Sanitation Districts of Los Angeles County to take immediate action to guide this Agency away from its current path to mediocrity back to its leading position in the wastewater and solid waste industry. Our ratepayers, and our staff, deserve nothing less.

Name (print)

Signature

_____	_____
_____	_____
_____	_____

Please return signed petitions to your Local Union Representative

BARGAINING UNIT	No. of STAFF	No. of SIGNATURES	%
Professional	287	203	70.7
Professional Supervisory	62	35	56.5
Supervisory	81	54	66.7
Confidential <sup>1</sup>	31	8	25.8
Technical Support	271	209	77.1
White Collar	99	57	57.6
Energy Recovery <sup>2</sup>	31	6	19.4
Blue Collar	670	401	59.9
<b>TOTAL</b>	<b>1532</b>	<b>973</b>	<b>63.5</b>

1. The majority of "Confidential" employees report directly or indirectly to Management or the HR Manager.  
 2. Due to the reduction in positions following the shutdown of the Commerce facility, members of this Unit were not actively pursued for signatures.

Additional Material  
AGENDA ITEM # PC  
12/5/18 City Council Mtg.

cc: Council; CM; CA; CCC; Reference Binder; Originals to 12/5/18 Addl Docs



City of South Pasadena  
Management Services

# Memo

**Date:** December 4, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager 

**From:** Marc Donohue, Chief City Clerk 

**Re:** December 5, 2018, City Council Meeting Item No. 5 Additional Document –  
Adoption of a Resolution Declaring the Results from the November 6, 2018  
General Municipal Election

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Attached is the revised resolution that declares the results from the November 6, 2018 General Municipal Election with the official certified results that were received from the County on December 3, 2018.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
RECITING THE FACT OF THE GENERAL MUNICIPAL  
ELECTION HELD ON NOVEMBER 6, 2018, DECLARING  
THE RESULTS, AND SUCH OTHER MATTERS AS  
PROVIDED BY LAW**

**WHEREAS**, a General Municipal Election was held and conducted in the City of South Pasadena, California, on Tuesday, November 6, 2018, as required by law; and

**WHEREAS**, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in General Law cities; and

**WHEREAS**, pursuant to Resolution No. 7566, the Los Angeles County Registrar-Recorder/County Clerk canvassed the returns of the election and has certified the results to this City Council, which are attached hereto and made a part herein as "Exhibit A."

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** That the names of the persons voted for at the election for Member of City Council are as follows:

District 4 - Michael A. Cacciotti, Eric A. Brady

District 5 - Diana Mahmud

**SECTION 2.** That the name of the person voted for at the election for City Clerk is as follows: Evelyn G. Zneimer.

**SECTION 3.** That the name of the person voted for at the election for City Treasurer is as follows: Gary Pia.

**SECTION 4.** That the whole number of ballots cast and the number of ballots cast for the above-named office are listed in "Exhibit A," attached hereto and made a part herein.

**SECTION 5.** That the ballot measure submitted to the voters is as follows:

Shall an Ordinance be adopted repealing the City of South Pasadena's Utility Users Tax in its entirety, thereby eliminating \$3.4 million of locally controlled revenue from the City's general fund budget which is used to fund police and fire services, street improvement and maintenance programs, library services and park and recreation programs for youth and seniors?	Yes
	No

**SECTION 6.** That the City Council does declare and determine that: Michael A. Cacciotti was elected as Member of the City Council in District 4 for a full term of four years; Diana Mahmud was elected as Member of the City Council in District 5 for a full term of four years; Evelyn G. Zneimer was elected as City Clerk for a full term of four years; and Gary Pia was elected as City Treasurer for the full term of four years.

**SECTION 7.** The City Clerk shall enter on the records of the City of South Pasadena, a statement of the result of the election, showing: (1) The whole number of ballots cast in the City; (2) The names of the persons voted for; (3) The measure voted upon; (4) For what office each person was voted for; (5) The number of votes given at each precinct to each person, and for and against the measure; and (6) The total number of votes given to each person, and for and against the measure.

**SECTION 8.** That the City Clerk shall immediately make and deliver to each of the persons elected a Certificate of Election signed by the City Clerk and authenticated; that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

**SECTION 9.** The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED ON** this 5<sup>th</sup> day of December, 2018.

\_\_\_\_\_  
Richard D. Schneider, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5<sup>th</sup> day of December, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

*Los Angeles County*  
*Registrar-Recorder/County Clerk*

**Certificate of the Canvass of the Election Returns**

I, **DEAN C. LOGAN**, Registrar-Recorder/County Clerk of the County of Los Angeles, of the State of California, DO HEREBY CERTIFY that pursuant to the provisions of Section 15300 et seq. of the California Elections Code, I did canvass the returns of the votes cast for each elective office and/or measure(s) for

*South Pasadena City*

at the General Election, held on the 6th day of November 2018.

I FURTHER CERTIFY that the Statement of Votes Cast, to which this certificate is attached, shows the total number of ballots cast in said jurisdiction, and that the whole number of votes cast for each candidate and/or measure(s) in said jurisdiction in each of the respective precincts therein, and the totals of the respective columns and the totals as shown for each candidate and/or measure(s) are full, true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this 30th day of November 2018.



*Dean C. Logan*  
DEAN C. LOGAN  
Registrar-Recorder/County Clerk  
County of Los Angeles















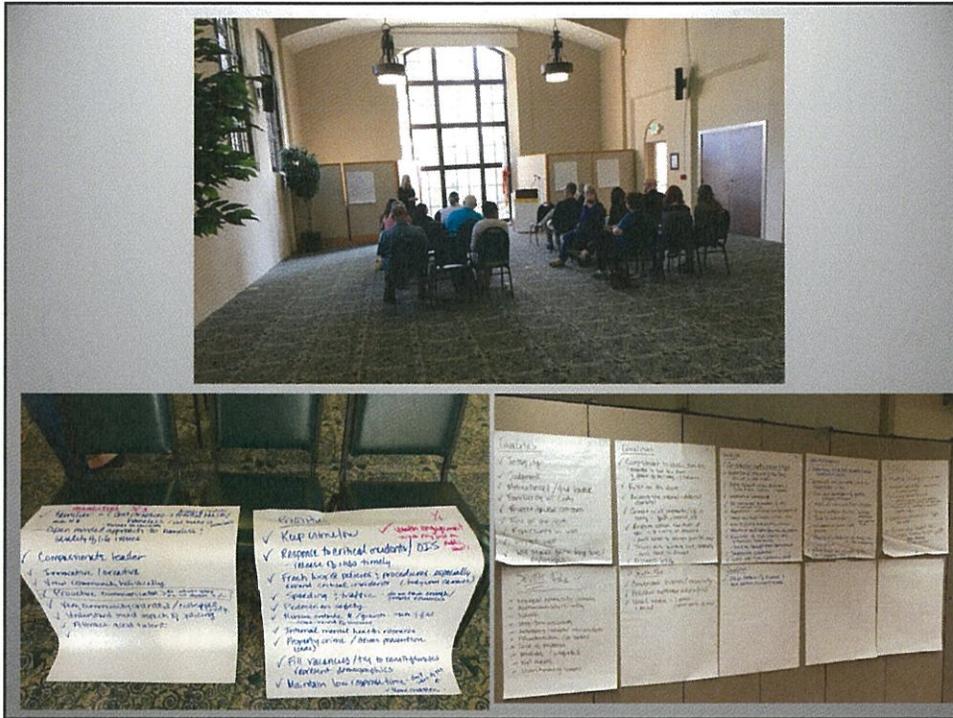




SO PASADENA CITY SPEC MUNI  
MEASURE N

FINAL OFFICIAL  
STATEMENT OF VOTES CAST  
BY PRECINCT

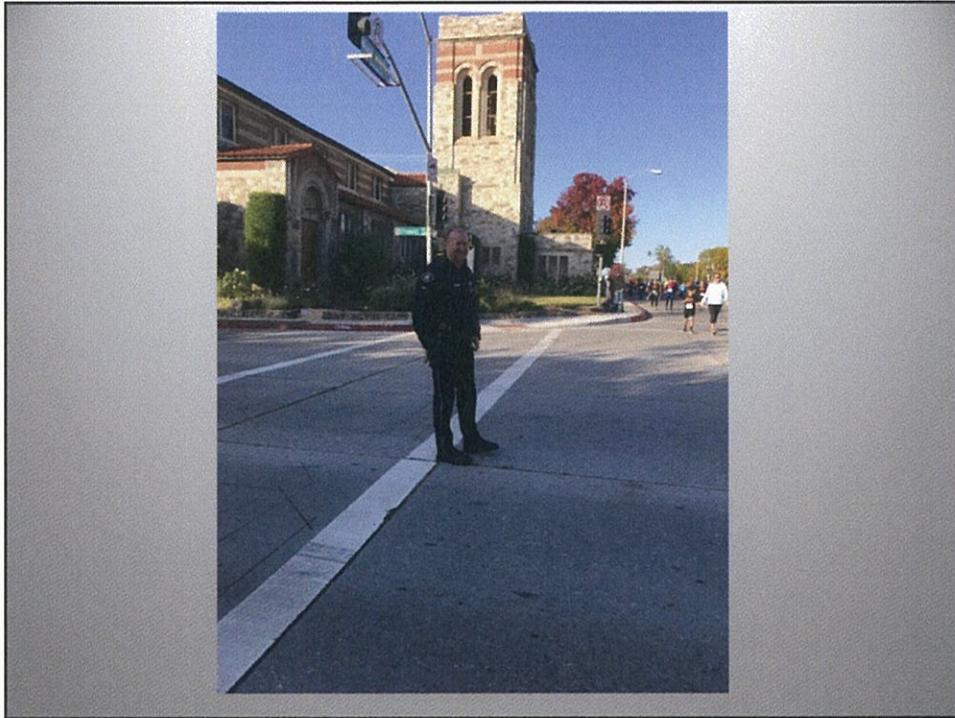
LOCATION	REGIST- RATION	BALLOTS CAST	YES	NO
PRECINCT TOTAL	15620	6208	1192	4343
VBM TOTAL	0	6443	1121	4805
GROUP TOTAL	0	0	0	0
GRAND TOTAL	15620	12651	2313	9148



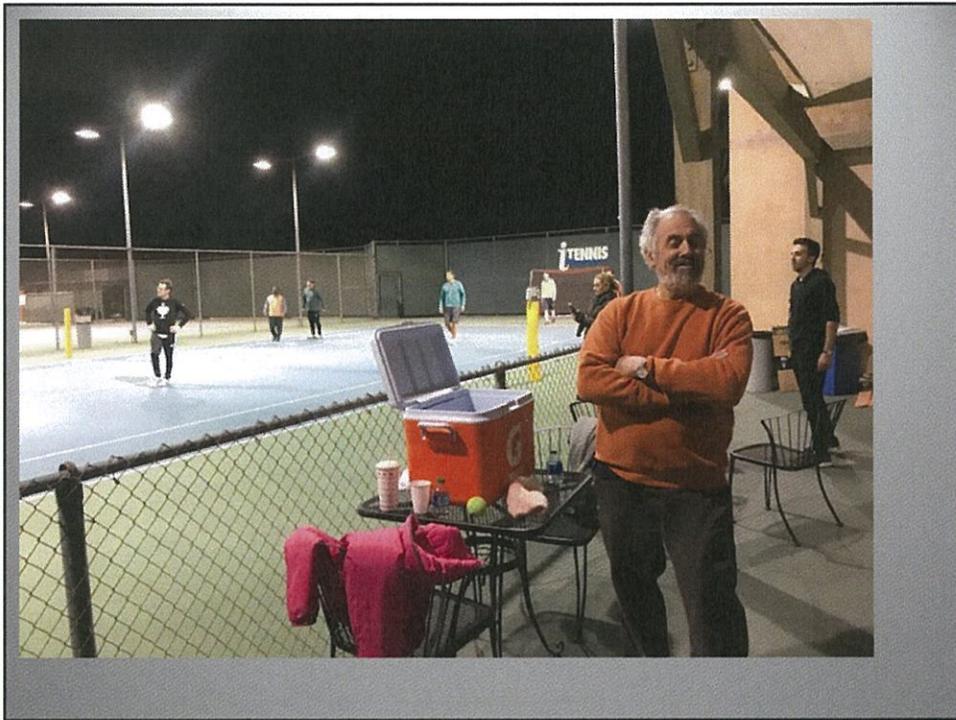
Additional Material AGENDA ITEM # 17

12 / 5 / 18 City Council Mtg.

CC: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl Docs 1







**South Pasadena City Special Municipal Election - Measure N**

Shall an Ordinance be adopted repealing the City of South Pasadena's Utility Users Tax in its entirety, thereby eliminating \$3.4 million of locally controlled revenue from the City's general fund budget which is used to fund police and fire services, street improvement and maintenance programs, library services and park and recreation programs for youth and seniors?

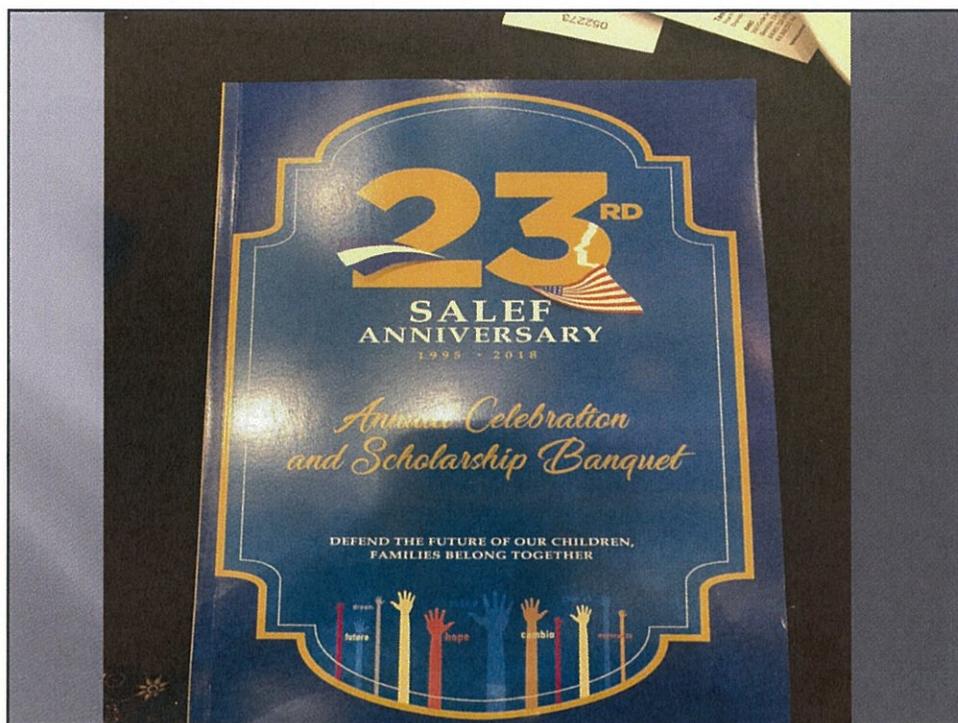
Candidate(s)	Votes	Percent
Yes	2,313	20.18%
No	9,148	79.82%

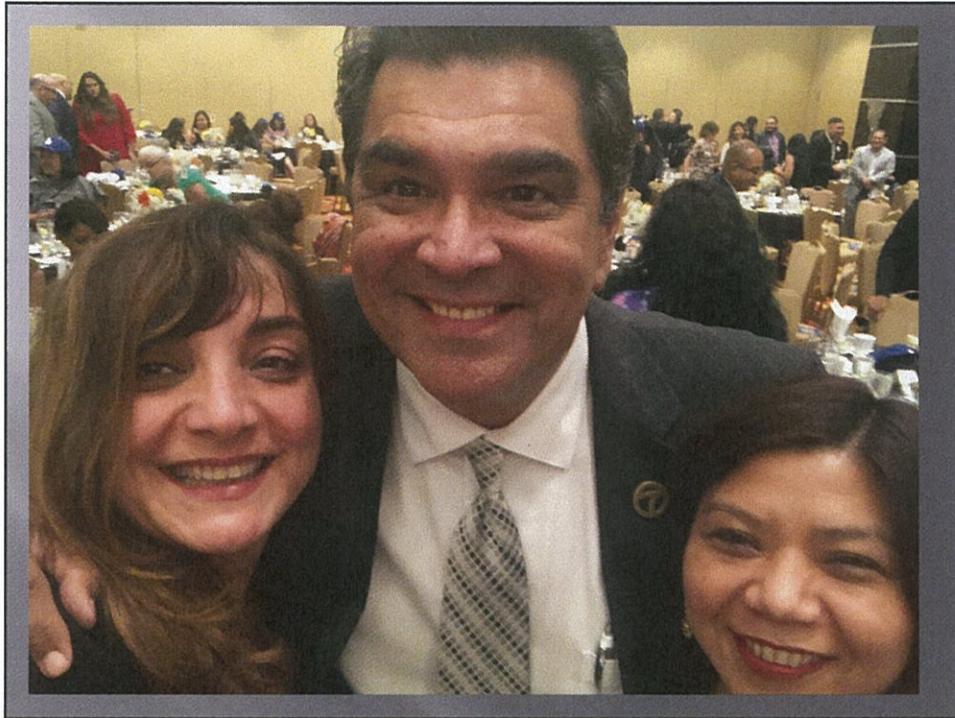
12 of 12 precincts reporting (100.00%) | Majority of votes cast



Additional Material  
AGENDA ITEM # 17  
12/5/18 City Council Mtg.

CC: Council; CM; CA; CC; Reference Binder; Original to 12/5/18 Addl Docs  
1







12/5/2018 1

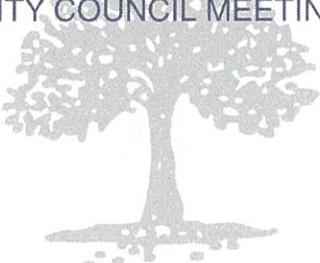
## Public Hearing - Item 20

DESIGNATION OF THE MORETON BAY FIG TREE  
(LIBRARY TREE), LOCATED IN THE LIBRARY PARK, AS  
CITY LANDMARK NUMBER 55

December 5, 2018

---

City of South Pasadena  
CITY COUNCIL MEETING



12/5/2018 2

Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

### Recommended Action

- Recommendation of Staff and the Cultural Heritage Commission for the City Council to Designate the Moreton Bay Fig Tree (*Ficus macrophylla*), known as the Library Tree, as **City Landmark Number 55**.
- Staff finds the designation to meet the required findings of the Cultural Heritage Ordinance, Section 2.63(A):
  - (a) That the designation of Landmark is consistent with one or more of the purposes set forth in Section 2.58(B)
  - (b) That the Landmark meets one or more of the criteria for designation listed in Section 2.63(B)
  - (c) That the Landmark possesses Historic Integrity of location, design, setting, materials, workmanship, feeling, or association.

Additional Material  
AGENDA ITEM # 20  
12/5/18 City Council

CC: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Add'l Docs 1

12/5/2018

3

## Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

Commission Review & Recommendation

- *The Cultural Heritage Commission (CHC) has made a unanimous recommendation that the City Council designation the Library Tree as a South Pasadena Landmark (September 2018).*

12/5/2018

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## Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

Analysis: Designation Criteria (SPMC 2.63B)

1. Its Character, interest or value as a part of the heritage of the community:
  - The Library Tree is evocative of the City's ethos in historic preservation and its urban forestry
  - Reflective of the City's "City of Trees" motto
  - Known by countless generations of residents and visitors as a prominent focal point and natural resource within the City
- 9 Its unique location or singular physical characteristics representing a familiar visual feature of the neighborhood:
  - Rooted in the history of the Historic City Library, as it was planted in 1930 – the same year of the Library relocation and expansion (nearly 90 years)
  - For decades has served as a local visual landmark and welcoming respite of shade, fun and wonder

12/5/2018 5

Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

Analysis: Findings (SPMC 2.63A)

- a) That the designation of Landmark is consistent with one or more of the purposes set forth in Section 2.58B (Purpose):
  - Designation meets the purpose of the Ordinance under Section 2.58B(A)(1), Sense of Place
- b) That the Landmark meets one or more of the criteria for designation listed in Section 2.63B:
  - The Library Tree meets criteria (1) and (9)
- c) That the Landmark possesses Historic Integrity of location, design, setting, materials, workmanship, feeling or association:
  - Planted in 1930 to coincide with the relocation, remodel and expansion of the Historic City Library - where both tree and building remain to this day
  - Unique given its prominent location, and its association with a City Landmark (Library Building)
  - Articulated natural features such as its ribbed network of surface roots, sweeping and large canopy, and its multi-stemmed yet graceful trunk

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Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

Library Tree

HISTORIC SIGNIFICANCE:

- Moreton Bay Fig Tree (*Ficus macrophylla*)
  - Planted in 1930 by Willem Kloezeman
    - City Resident
    - 45 Year City employee (City Streets Division, Fire Department, Water Department)
  - Planting coincided with the relocation of the Historic Library building to its centralized location within the Library Park
  - Tree and Library building have remained in their locations since that time
  - Provides a living linkage to the City's history, and affords the community a readily accessible Historic Resource
    - Generations of residents and visitors have sat, climbed and enjoyed its natural beauty
  - Other cities with Landmarked Moreton Bay Fig Trees include Santa Barbara, San Diego, Ventura, Oceanside, and Los Angeles

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**Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)**

**Willem Kloezeman** (45-Year City Employee; Planted the Library Tree)

Water Department

City Streets Department

Fire Department

Fire Department

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**Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)**

**AERIAL SURVEY - 1937**

**LEGEND**

- SUBJECT SITE
- APPROXIMATE LOCATION OF LIBRARY TREE

Source: Fairchild Aerial Survey

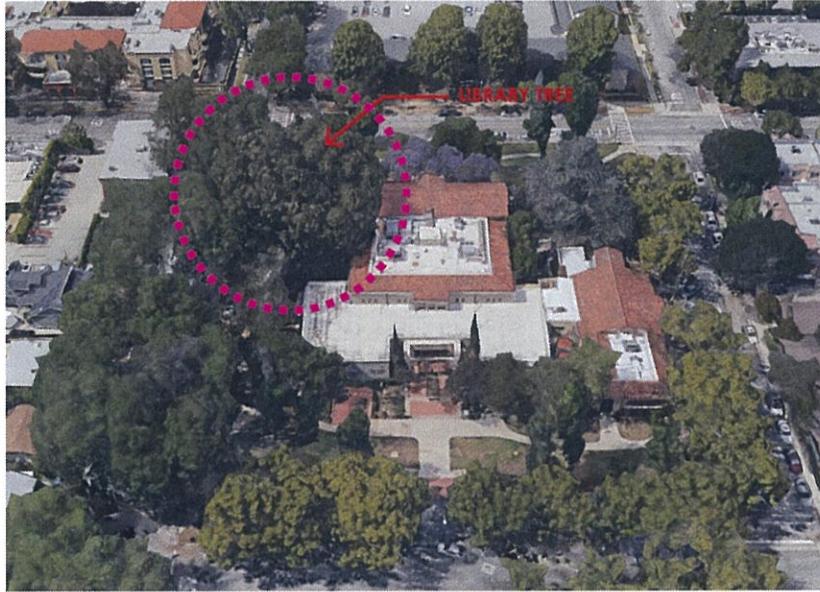


12/5/2018

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Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)



BIRDS EYE VIEW - LOOKING NORTH

Source: Google Earth

12/5/2018

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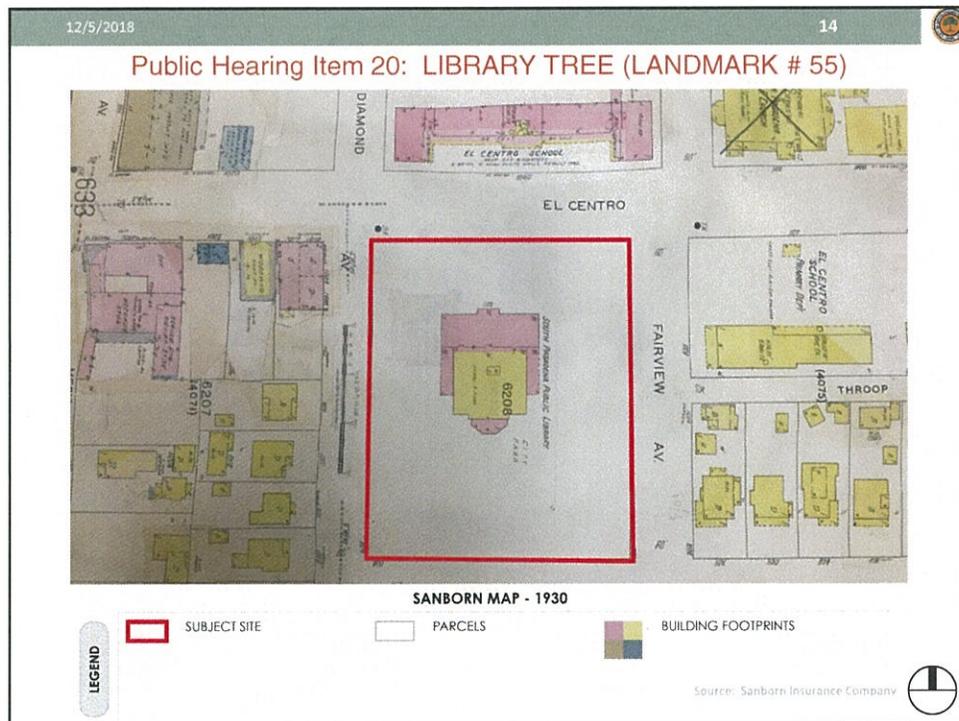
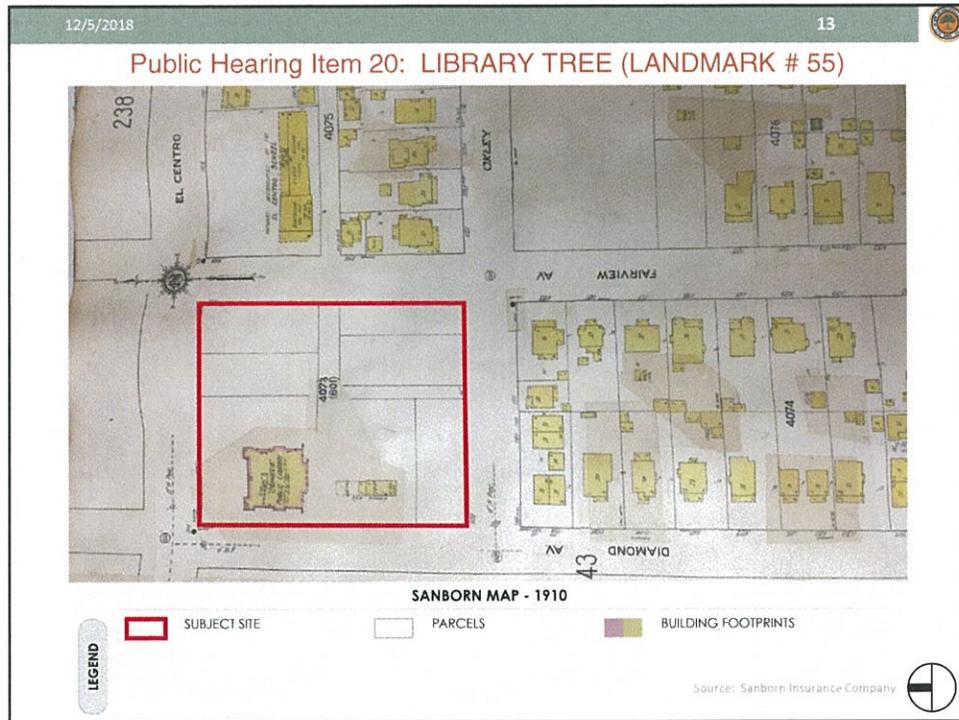


Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)



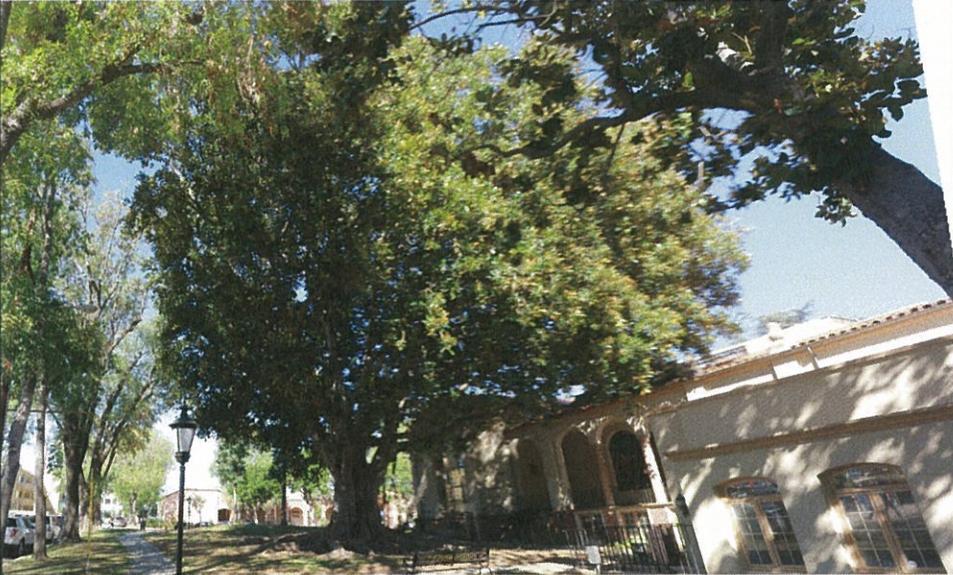
BIRDS EYE VIEW - LOOKING WEST

Source: Google Earth



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Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)

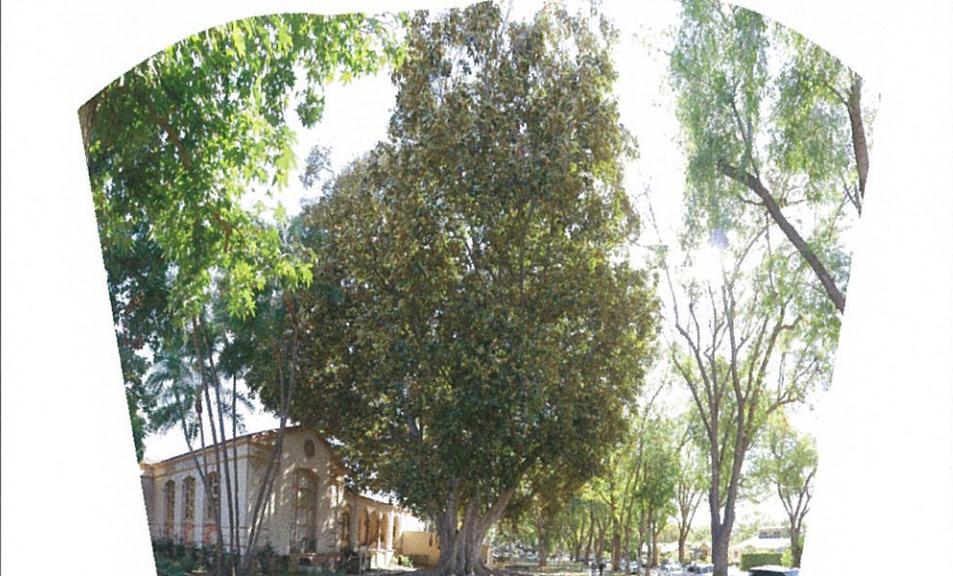


VIEW - LOOKING NORTH

Source: Planning

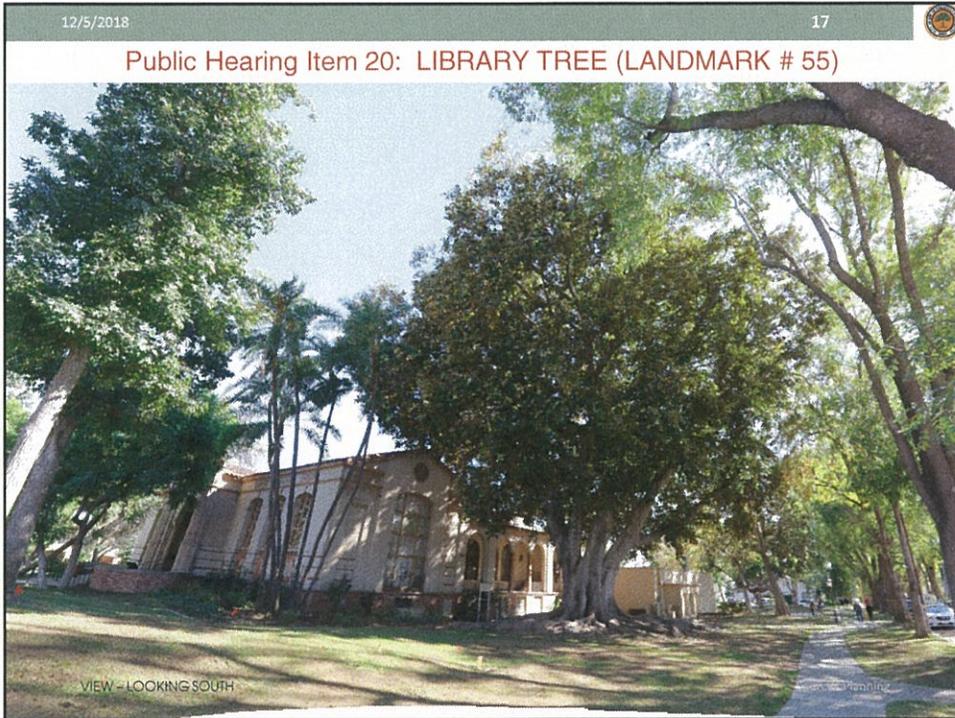
12/5/2018 16

Public Hearing Item 20: LIBRARY TREE (LANDMARK # 55)



VIEW - LOOKING SOUTH

Source: Planning



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# Public Hearing - Item 21

DESIGNATION OF 320 GRAND AVENUE  
(KNOWN AS THE KOEBIG HOUSE),  
AS CITY LANDMARK NUMBER 54

December 5, 2018

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City of South Pasadena  
CITY COUNCIL MEETING



12/5/2018 2

Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

## Recommended Action

- Recommendation of Staff and the Cultural Heritage Commission for the City Council to Designate 320 Grand Avenue, known as the Koebig House, as **City Landmark Number 54**.
- Staff finds the designation to meet the required findings of the Cultural Heritage Ordinance, Section 2.63(A):
  - (a) That the designation of Landmark is consistent with one or more of the purposes set forth in Section 2.58(B)
  - (b) That the Landmark meets one or more of the criteria for designation listed in Section 2.63(B)
  - (c) That the Landmark possesses Historic Integrity of location, design, setting, materials, workmanship, feeling, or association.

Additional Material  
AGENDA ITEM # 21  
12/5/18 City Council Mtg.

cc: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl Docs  
1

12/5/2018

3



Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

### Commission Review & Recommendation

- *The Cultural Heritage Commission (CHC) has made a unanimous recommendation that the City Council designate 320 Grand Avenue as a South Pasadena Landmark (September 2018).*

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Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

### Analysis: Designation Criteria (SPMC 2.63B)

3. Its identification with a person, persons or group who significantly contributed to the culture and development of the City, State, or United States:
  - Dr. Walter C.S. Koebig was the original owner
    - Noted orthopedic surgeon in California
    - He held a prominent position with the State Health and Development Department
    - Head of corrective work in the Los Angeles City Schools
4. Its exemplification of a particular architectural style of an era of history of the City.
  - The Koebig House is singular in its English Tudor Revival style
    - Brick construction
    - Exemplary evocation of an English Cotswold Cottage

## Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

Analysis: Designation Criteria (SPMC 2.63B) (continued)

6. Its identification as the work of a person or persons whose work has influenced the heritage of the City, the State, or the United States:
  - Designed by prominent local architect, H. Roy Kelly (1893-1989)
    - Architect of the Pringle House in Los Angeles, and the RAND Headquarters in Santa Monica
  - Koebig House captured first place in *House Beautiful* magazine's "small house" competition in 1929
  - Kelly served on multiple boards and commissions:
    - Architectural advisory board of *Good Housekeeping*
    - Commissioned by *Life* magazine to design a model home
    - Bel-Air and Palos Verdes Estates advisory panel
    - Presidential Advisory Commission on Home Building under President Hoover
7. Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials, or craftsmanship:
  - The Koebig House expresses exquisite craftsmanship of exterior treatments:
    - Intricate masonry and stone work patterns - clinker bricks and vertically placed combers above the upper windows
    - oriel window with its diamond-shaped leaded glass lites
  - Craftsmanship extends to other site features including
    - the property walls, the wrought iron gates, the rear patio, and the original light fixtures.
  - The equally detailed interior features many original features and is largely intact.

## Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

Analysis: Findings (SPMC 2.63A)

- a) That the designation of Landmark is consistent with one or more of the purposes set forth in Section 2.58B (Purpose):
  - Designation meets the purpose of the Ordinance under Section 2.58B(A)(1), Sense of Place - Preserve and safeguard the City's heritage
- b) That the Landmark meets one or more of the criteria for designation listed in Section 2.63B:
  - The Koebig House meets criteria 3, 4, 6, and 7
- c) That the Landmark possesses Historic Integrity of location, design, setting, materials, workmanship, feeling or association:
  - The Koebig House exhibits a high degree of Historic Integrity as it has had only minimal alterations in its 90 years, and the originality of the house is largely intact.

Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

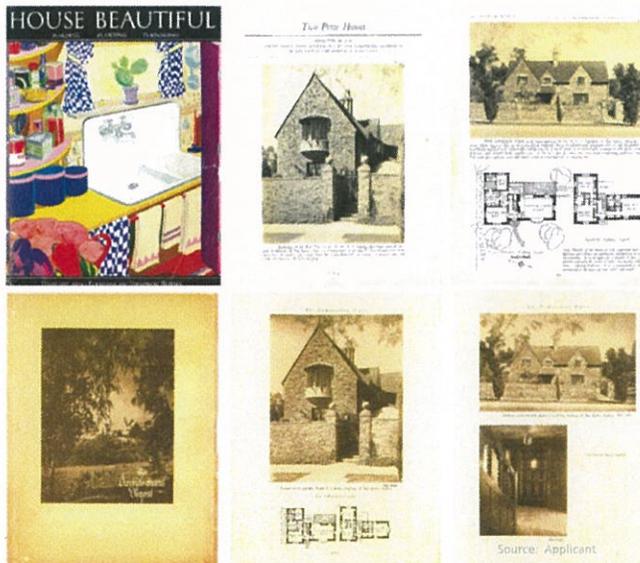
### Koebig House

HISTORIC SIGNIFICANCE:

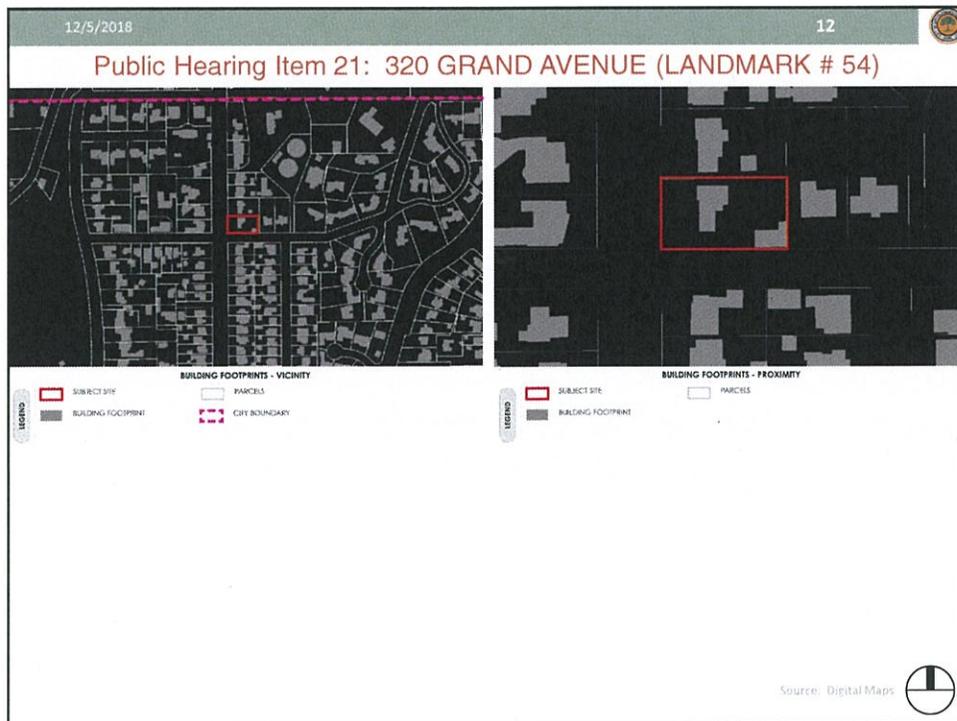
- Constructed between **1927 and 1928** and designed by renowned local architect, **H. Roy Kelly**
- Exemplary example of Period Revival:
  - Designed in the **English Tudor Revival Style** with Cotswold Cottage Features
- Home was built for **Dr. Walter C.S. Koebig**
  - A local prominent orthopedic surgeon whom was referenced in the LA Times
- The house was featured in lifestyle magazines, including
  - Winning of *House Beautiful* magazine's "Small House" competition in 1929.
- House and grounds retain significant **Historic Integrity**
- **2B2** Historic Resource Status Code:
  - Determined eligible for National Register (NR) as an individual property and as a contributor to an eligible district in a federal regulatory process

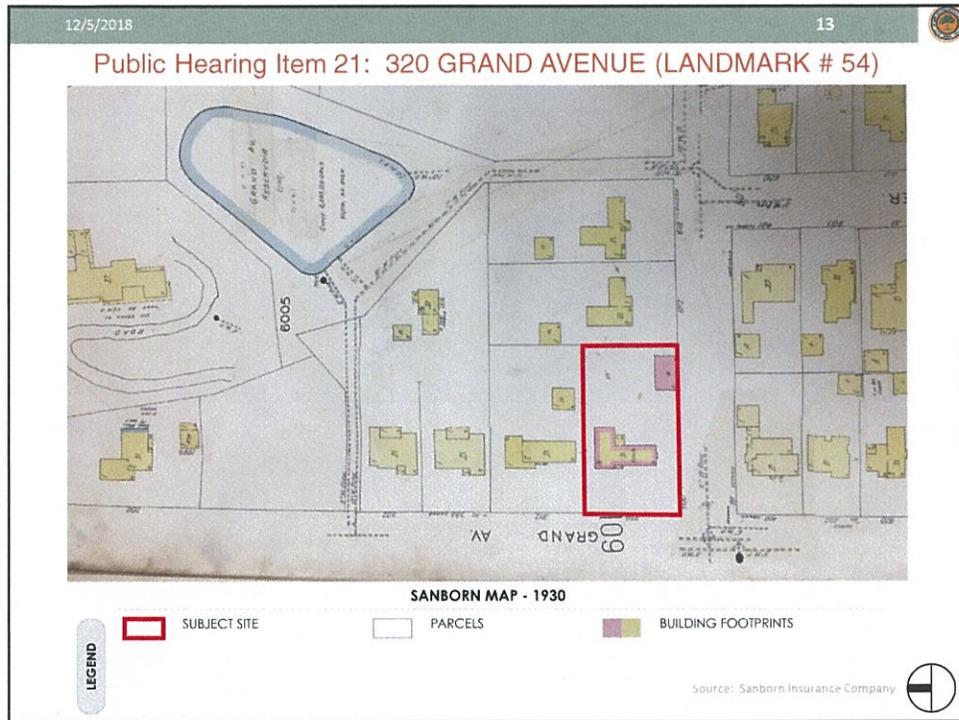
Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)

### House Beautiful (1929)









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Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)



VIEW – GRAND AVENUE FRONTAGE, LOOKING EAST

Source: Planning

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Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)



VIEW – CORNER OF GRAND AVENUE AND HERMOSA STREET

Source: Planning

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Public Hearing Item 21: 320 GRAND AVENUE (LANDMARK # 54)



VIEW - HERMOSA STREET FRONTAGE, LOOKING NORTH

Source: Planning

# FIRST READING TO AMEND THE TREE ORDINANCE

DECEMBER 5, 2018

City of South Pasadena

## Goals of the Tree Ordinance Amendment

- Reflect the goal of protecting and maintaining a healthy tree canopy
- Improve the tree removal permit process and provide clarifications to help permit applicants
- Better align the application review process for tree removals associated with development so that projects don't get caught between two different approval processes (Planning versus NREC)
- Ensure trees are protected during development activity
- Defining criteria for referring tree removal applications to the NREC
- Increase the tree replacement requirements for trees associated with development projects.

Additional Material  
AGENDA ITEM # 22  
12/5/18 City Council Mtg.

CC: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Add'l Docs

## Protected Trees & Shrubs

- Heritage Tree = Historical Landmark



Mature (> 4" Diameter)  
Oak or Native Specie Tree



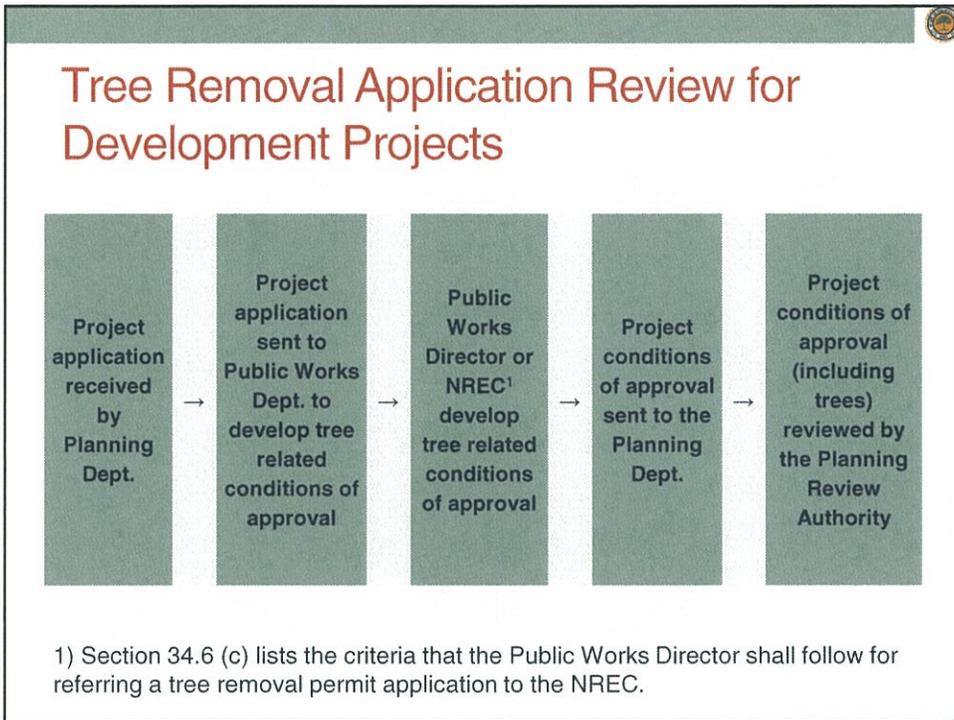
Significant (> 12" Diameter)  
Specie Tree



Shrub over 16-ft tall with  
stems > 4" DBH

## What Requires a Permit?

- Tree Removal Permit Required for All Protected Trees
- Tree Trimming Permit Required for Trimming more than 10% of a mature (> 4" Diameter) Oak or Native
- Public Works assists residents to determine what trees require a permit



## Tree Replacement Requirements

Tree Removals Not Associated with Development:

	24" Box Replacement Trees Required based on the size of Tree Removed			
	0" – 10"	11" – 20"	21" – 30"	31" – 40"
Removal of Non-Native Trees	1 Tree	2 Trees	3 Trees	4 Trees
Removal of Native Trees	2 Native Trees	4 Native Trees	6 Native Trees	8 Native Trees

Tree Removals Associated with Development:

	24" Box Replacement Trees Required based on the size of Tree Removed			
	0" – 6"	7" – 12"	13" – 18"	19" – 24"
Removal of Non-Native Trees	1 Tree	2 Trees	3 Trees	4 Trees
Removal of Native Trees	2 Native Trees	4 Native Trees	6 Native Trees	8 Native Trees

## Criteria for Referring Tree Removal Applications to the NREC

- The applicant is proposing to remove three or more healthy non-native significant trees.
- The applicant is proposing to remove any healthy significant oak trees or significant native species trees.
- The applicant is proposing to remove any heritage tree.
- The city receives reasonable objections during the notification period.
- An appeal of the director's decision has been filed in accordance with this chapter.
- At the discretion of the director.

## Next Steps

- 1) December 19, 2018, second reading and adoption of the ordinances amending Chapter 34 (Trees and Shrubs) of the SPMC.
- 2) Staff will update all applications and the City website to ensure consistency with the proposed Tree Ordinance amendments.

# Questions



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## Public Hearing - Item 23

ADOPTION OF AN URGENCY ORDINANCE CREATING A  
SIDEWALK VENDING PERMITTING PROGRAM TO  
COMPLY WITH SENATE BILL NO. 946

December 5, 2018

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City of South Pasadena  
CITY COUNCIL MEETING



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### Public Hearing Item 23: URGENCY SIDEWALK VENDING ORDINANCE

Context:

- The Senate Bill 946 approved by the Governor in September creates a State mandate to decriminalize sidewalk vending.
- The new State Statute sets standards for local government regulation of sidewalk vending
- A city is not required to adopt a new program to regulate sidewalk vendors if the local authority has established an existing program that substantially complies with the provisions of the bill prior to January 1st 2019
- This will allow the City to have a permit process
- After January 1st a city may only regulate issues "directly related to objective health safety, or welfare concerns."
- Enacting an ordinance prior to January 1st that substantially complies with the provisions of SB 946 allows for the City to impose its own regulations for sidewalk vending

Additional Material  
AGENDA ITEM # 23  
12/5/18 City Council Mtg.

CC: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl Docs

12/5/2018

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## Public Hearing Item 23: URGENCY SIDEWALK VENDING ORDINANCE

## Compliance with SB 946:

- The proposed ordinance complies with the requirements of SB 946 while including the following permissible regulations.
  - Prohibiting *stationary* sidewalk vendors in residential districts
  - Limiting hours of operations of *mobile* sidewalk vendors in residential districts from between 9:00 am and 5:00 pm
  - Prohibiting sidewalk vending from within 500 feet of a Farmers Market or other special event
  - Requires a 50 foot spacing between sidewalk vendors
  - Limits vending to the sidewalk rather than all public rights of way such as medians or streets

12/5/2018

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## Public Hearing Item 23: URGENCY SIDEWALK VENDING ORDINANCE

## New Ordinance - Procedures:

- Creates a permit process
  - Permitting is allowable under SB 946
  - Require:
    - ID
    - List of items to be sold
    - Criminal background check
    - Health permits for food items
    - City business License
- South Pasadena Public Works would administer permitting as activity takes place on the public right of way

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Public Hearing Item 23: URGENCY SIDEWALK VENDING ORDINANCE

### New Ordinance – Additional Notes:

- Sets health and safety standards
  - Food and beverage vendors must have hair nets and food safety gloves
  - Controls unnecessary, loud and unusual noises
  - Prohibits vendors from leaving equipment in the public right of way overnight
  - Requires display of valid permits
  - Prevents vending on slopes of greater than 5%

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Public Hearing Item 23: URGENCY SIDEWALK VENDING ORDINANCE

### New Ordinance – Recommendation:

- Recommendation
  - Adopting ordinance before 1/1/19 allows South Pasadena to retain local control in critical areas
  - With new state law it is no longer tenable to prohibit sidewalk vending
  - State law explicitly prohibits chambers of commerce or established businesses from expressing any approval over sidewalk vending.
  - A local ordinance can restrict hours of operations of for sidewalk vendors in residential districts but State law will not permit excluding vendors
- The proposed ordinance is designed to maintain as much local control as possible while at the same time complying with the requirements of SB 946



## City of South Pasadena Planning and Building

# Memo

**Date:** December 5, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager *JD*

**From:** David Bergman, Interim Planning Director *DB*  
12/5/18 City Council Meeting Item No. 23 Additional Document – Urgency ordinance creating a sidewalk vending permitting program to comply with S.B. 946

**Re:** 946

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The proposed ordinance was modified to address comments raised by Councilmember Mahmud regarding:

- 1) Clarification of vending locations to include pedestrian paths (18.121. a)
- 2) Establishes conditions of permit revocation (18.121. b)
- 3) Establishes criteria for consideration of abandonment for vending equipment and prohibitions on overnight storage (18.123 . b)

Additional Material  
AGENDA ITEM # 23  
12 / 5 / 18 City Council Mtg.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
AMENDING SECTION 19.49-1 (“MOBILE FOOD VENDING”)  
OF ARTICLE 1 (“IN GENERAL”) OF CHAPTER 19  
 (“MOTOR VEHICLES AND TRAFFIC”) TO EXCLUDE  
SELF-PROPELLED VEHICLES FROM THE DEFINITION OF VENDING  
VEHICLE, AMENDING SECTION 21.16 (“SALES”) OF CHAPTER 21  
 (“PARKS”) TO REQUIRE SIDEWALK VENDING PERMITS  
FOR SALES IN PARKS, AND ADDING ARTICLE VII  
 (“SIDEWALK VENDING PERMIT”) OF CHAPTER 18  
 (“BUSINESS, PROFESSIONS AND TRADES”)  
CREATING A PERMITTING PROGRAM  
TO REGULATE SIDEWALK VENDORS**

**WHEREAS**, on September 17, 2018, Governor Brown signed Senate Bill No. 946 (“SB 946”), adding sections 51036–51039 to the Government Code; and

**WHEREAS**, SB 946 decriminalizes sidewalk vending and limits local regulations to those expressly provided for in the bill or are otherwise “directly related to objective health, safety, or welfare concerns”; and

**WHEREAS**, SB 946 only applies to sidewalk vending in public rights-of-way, and private rights-of-way are still subject to private and local control; and

**WHEREAS**, although South Pasadena Municipal Code does not regulate “sidewalk vendors”, as that term is defined in SB 946, it does regulate “mobile food vendors” (SPMC 19.49-1), which may include sidewalk vendors; and

**WHEREAS**, the City desires to adopt a sidewalk vending ordinance and make other necessary amendments to the South Pasadena Municipal Code to ensure compliance with state law, before SB 946 takes effect on January 1, 2019; and

**WHEREAS**, it is in the interest of the public peace, health, and safety of the City’s residents to regulate sidewalk vending to ensure compliance with the City’s permitting process; and

**WHEREAS**, Government Code Section 36937(b) authorizes the adoption of ordinances that take effect immediately for the purpose of preserving the public peace, health or safety, provided such ordinances are approved by four-fifths (4/5) vote of the City Council.

**THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES  
ORDAIN AS FOLLOWS:**

**SECTION 1. Recitals.** The City Council hereby determines that the foregoing findings are true and correct, and it incorporates them herein by reference.

**SECTION 2.** Sub-section (b) (“Definitions”) of Section 19.49-1 (“Mobile Food Vending”) of Article 1 (“In General”) of Chapter 19 (“Motor Vehicles and Traffic”) is amended to read as follows:

“(b) Definitions. For purposes of this chapter, the following words or phrases shall have the following meanings:

- (1) Food or Food Products. Any type of edible substance or beverage.
- (2) Mobile Food Vendor. A person who operates or assists in the operation of a vending vehicle.
- (3) Vend or Vending. To sell, offer for sale, display, barter, exchange, or otherwise give food or food products from a vending vehicle.
- (4) Vendor. A person who vends, including an employee or agent of a vendor.
- (5) Vending Vehicle. Any motorized device or vehicle by which any person or property may be propelled or moved upon a highway from which food or food products are sold, offered for sale, displayed, bartered, exchanged or otherwise given, excepting a device moved exclusively by human power, or which may be drawn or towed by a self-propelled, motorized vehicle.”

**SECTION 3.** Section 21.16 (“Sales”) of Chapter 21 (“Parks”) is amended to read as follows:

“No person shall sell or offer for sale any food, merchandise, article, or thing whatsoever in any park without the written consent of the city manager or a sidewalk vending permit issued under Article VII of Chapter 18 of this Code.”

**SECTION 3.** Article VII (“Sidewalk Vending Permit”) of Chapter 18 (“Business, Professions and Trades”) is added to read as follows:

**“ARTICLE VII. SIDEWALK VENDING PERMIT”**

18.120 Definitions.

As used in this chapter the following meanings shall apply:

(a) “Food” means any type of edible substance or beverage.

(b) “Roaming sidewalk vendor” means a sidewalk vendor who moves from place to place and stops only to complete a transaction.

(c) “Sidewalk vendor” means a person who sells food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance, or from one’s person, upon a public sidewalk or other paved public pedestrian path.

(d) “Stationary sidewalk vendor” means a sidewalk vendor who vends from a fixed location.

#### 18.121. Sidewalk Vending Permits

(a) Only sidewalk vendors with valid sidewalk vending permits issued by the public works director may vend upon the city’s public sidewalk or other paved public pedestrian path at various locations within the city from time to time.

(b) A sidewalk vending permit shall be valid for a period of one year from the date of issuance, unless sooner revoked or abandoned as set forth in this article. Revocation of a sidewalk vending permit shall comply with the procedures set forth in sections 18.35 through 18.37.

(c) To apply for a sidewalk vending permit or a renewal of a sidewalk vending permit, the applicant must provide:

(1) A completed application form containing:

(A) Their name and mailing address;

(B) Description of the food or merchandise offered for sale or exchange;

(C) If the sidewalk vendor is an agent of an individual, company, partnership, or corporation, the name and business address of the principal and any owners of the company, partnership, or corporation; and

(D) Certification that the information is true to his or her knowledge and belief.

(2) A copy of a California’s driver’s license or identification number, an individual taxpayer identification number, or a social security number. Such

information is not a public record and will remain confidential as required by Government Code Section 51038(c)(4).

(3) A copy of a valid California Department of Tax and Fee Administration seller's permit, as required.

(4) A copy of a valid Mobile Food Permit issued by the Los Angeles County Department of Public Health, as required.

(d) To ensure the safety of residents and the merchantability of products sold by vendors without a fixed place of business, the city requires all sidewalk vending applicants to undergo a fingerprinting background check and to submit the results to the city as an attachment to their application.

(e) The sidewalk vending permit application shall require the applicant to agree, in writing, to comply with all the provisions of this chapter and all applicable provisions of the South Pasadena Municipal Code.

#### 18.122. General Regulations

(a) To maintain accessibility standards for the city's disabled residents, every sidewalk vendor operating on any sidewalk or public paved pedestrian path must ensure that no obstruction is placed in the sidewalk or public paved pedestrian path that would reduce the width of the sidewalk to less than forty-eight (48) inches, exclusive of the top of the curb.

(b) To prevent food-borne illness and protect the health and safety of the city's residents, every sidewalk vendor selling any food or beverage is required to wear a hairnet and food service gloves.

(c) To prevent dangerous distractions and promote the general welfare of the city's residents, sidewalk vendors emitting any loud, unnecessary and unusual noises must comply with Chapter 19A.25.010 of this Code.

(d) A sidewalk vending permit does not provide an exclusive right to operate within any specific portion of the public sidewalk of paved pedestrian path.

(e) No equipment or objects used for sidewalk vending purposes may be left or maintained in public spaces or in any portion of the public right-of-way from 10:00 p.m. to 8:00 a.m. Any equipment or objects left overnight in public spaces or in any portion of the public right-of-way will be considered discarded and may be seized or disposed of by the city.

(f) To facilitate the enforcement of this chapter, every sidewalk vendor must display their city-issued sidewalk vending permit on the street-side portion of their pushcart,

stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance when operating in the public sidewalk or paved pedestrian path.

(g) To prevent unintended rolling or slipping, a sidewalk vendor is prohibited from operating a pushcart, pedal-driven cart, wagon, or other non-motorized conveyance on a public sidewalk or paved pedestrian path with a slope greater than five percent.

(h) No sidewalk vendor shall obstruct access to or from any business, entrance, public water fountain or other public facility, adjacent to the public sidewalk or paved pedestrian path.

#### 18.123. Specific Regulations

(a) Sidewalk vending hours' limitations in areas zoned for nonresidential use will be as restrictive as any limitations on hours of operation imposed on other businesses or uses on the same street, excluding those permitted to operate 24 hours.

(b) Sidewalk vending is limited to the hours of 9:00 a.m. through 5:00 p.m. for areas that are exclusively residential. Sidewalk vendors shall not leave their equipment or objects used for sidewalk vending purposes unattended or stored or maintained on any part of the sidewalk, public property or public right of way after vending has ceased for the day, and in no event, between the hours of 5:00 p.m. to 9: a.m. in any residential area. Any equipment or objects left overnight in public spaces or in any portion of the public right-of-way will be considered discarded and may be seized or disposed of by the city.

(c) Stationary sidewalk vendors are prohibited from operating in areas that are exclusively residential.

(d) A stationary sidewalk vendor is prohibited from operating in a city park if the city has entered into exclusive agreements for the sale of food or merchandise by one or more concessionaires for that city park.

(e) A sidewalk vendor is prohibited from operating within five-hundred (500) feet of a permitted certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit for the duration of the permit.

(f) A sidewalk vendor shall maintain a distance of 50 feet from any other sidewalk vendor.

#### 18.124. Violation— Administrative Citation

(a) Every person vending without a sidewalk vending permit is guilty of a violation punishable by an administrative citation pursuant to the procedures set forth in Chapter 1A in an amount not to exceed:

- (1) Two hundred fifty dollars (\$250.00) for a first violation; and
- (2) Five hundred dollars (\$500.00) for a second violation within one year of the first violation; and
- (3) One thousand dollars (\$1,000.00) for each additional violation within one year of the first violation.

(b) Every person violating any other provision of this chapter is guilty of a code violation punishable by an administrative citation not to exceed:

- (1) One hundred dollars (\$100.00) for a first violation; or
- (2) Two hundred dollars (\$200.00) for a second violation within one year of the first violation; or
- (3) Five hundred dollars (\$500.00) for each additional violation within one year of the first violation.
- (4) The public works director may rescind a sidewalk vendor permit for the remaining term of the permit upon a fourth or subsequent violation of this chapter.

(c) Failure to pay an administrative fine is not punishable as an infraction or misdemeanor. Additional fines, fees, assessments, or any other financial conditions beyond those authorized will not be assessed. However, the city may levy a lien on the violator's real or personal property, including the vehicle used for vending purposes.

(d) A violation of this article constitutes a separate and distinct violation for each day that it exists and each such violation may be subject to the maximum fine permitted under this chapter.

#### 18.125. Ability-to-Pay Determination

(a) In addition to the applicable procedures set forth in Chapter 1A, any fine issued under Section 18.124 will be accompanied with a notice of and instruction regarding the right to request an ability-to-pay determination.

(b) If the requestor is receiving public benefits under Government Code Section 68632(a), or has a monthly income which is 125 percent or less than the current poverty guidelines updated periodically in the Federal Register by the United States Department

of Health and Human Services, the public works director will limit the total amount of the requestor's administrative fine to 20 percent of the total."

**SECTION 4. CEQA Finding.** The City Council hereby finds and determines that there is no possibility the adoption of a sidewalk vending ordinance and the amendment to its peddling ordinance will have a significant effect on the environment. Accordingly, under the provisions of § 15061(b)(3) and § 15378(b)(5) of Division 6 of Title 14 of the California Code of Regulations, the CEQA Guidelines, the adoption of this ordinance is not subject to the requirements of the California Environmental Quality Act.

**SECTION 5. Severability.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of South Pasadena hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions were to be declared invalid or unconstitutional.

**SECTION 6. Effective Date.** Upon adoption of this Urgency Ordinance by no less than four-fifths (4/5) vote of the Council, the Mayor shall sign and the City Clerk shall attest to the passage of this Ordinance. The City Clerk shall cause the same to be published once in newspaper of general circulation within fifteen (15) days after its adoption. This Urgency Ordinance shall become effective immediately upon its adoption.

**SECTION 7. Certification by Clerk.** The Clerk of the Council shall certify the adoption of this ordinance and shall cause the same to be published as required by law.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of December, 2018.

---

Richard D. Schneider, Mayor

ATTEST:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Evelyn Zneimer, City Clerk  
(Seal)

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney

Date: \_\_\_\_\_

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the \_\_ day of December, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

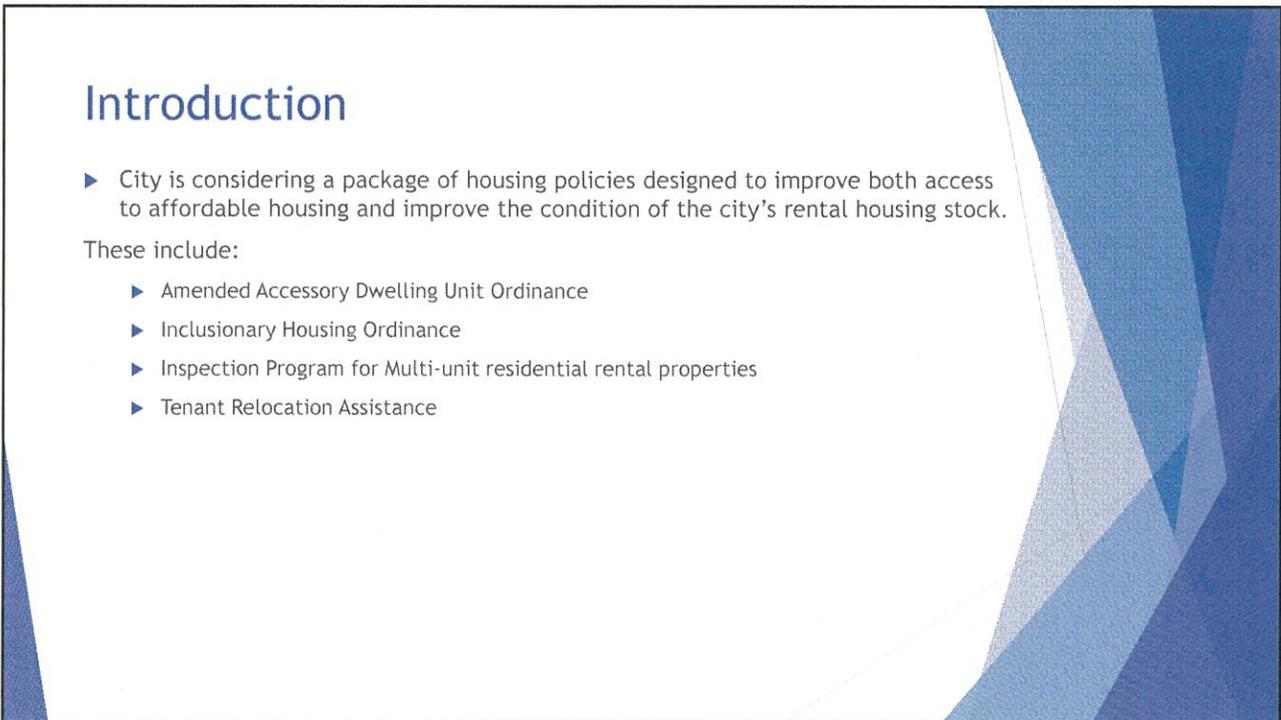
**ABSTAINED:**

\_\_\_\_\_  
Evelyn Zneimer, City Clerk  
(seal)



# Tenant Protection Policies for City Council Consideration

December 5, 2018



## Introduction

- ▶ City is considering a package of housing policies designed to improve both access to affordable housing and improve the condition of the city's rental housing stock.

These include:

- ▶ Amended Accessory Dwelling Unit Ordinance
- ▶ Inclusionary Housing Ordinance
- ▶ Inspection Program for Multi-unit residential rental properties
- ▶ Tenant Relocation Assistance

Additional Material  
AGENDA ITEM # 24.025  
12/5/18 City Council Mtg.

cc: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl Docs

## Background

- ▶ South Pasadena has 11,155 occupied housing units
  - ▶ Over 50% are renter occupied units
  - ▶ Estimated 5,500 multi-family dwelling units
- ▶ Older Housing Stock
  - ▶ 3/4 of the housing stock in South Pasadena was built before 1970
  - ▶ 1/3 was built before 1940
  - ▶ issues due to deferred maintenance, lack of ADA accessibility, inadequate electrical wiring, used of lead-based paint, asbestos

## Rental Housing Inspection Program

- ▶ Tool to allow the City to maintain housing standards by proactive periodic property inspection of all multi-family units within the City
- ▶ Similar programs in other cities have been effective in identifying multi-family properties that suffer from neglected maintenance, and contributed significantly to the improvement of the City's rental housing stock

## Rental Housing Inspection Program

- ▶ Purpose:
  - ▶ Ensure the safety, quality, and maintenance of the City's multi-family housing stock
  
- ▶ Program Benefits:
  - ▶ Maintenance of safe, healthy living conditions
  - ▶ Encouragement of preventive maintenance
  - ▶ Satisfied and stable rental population
  - ▶ Preservation of property values
  - ▶ Prevention of substandard housing

## Rental Housing Inspection Program

- ▶ Program Overview:
  - ▶ All residential rental units containing three (3) or more units
  - ▶ Registration required with business license application
  - ▶ Scheduled inspection every four (4) years
  - ▶ Inspection to ensure habitability and safety standards
  - ▶ Enforcement and fees for non-compliance/failed inspections/re-inspections

## Rental Housing Inspection Program

- ▶ Inspection to ensure Code compliance for property maintenance, Building Code, Fire Code, and Health and Safety Code
    - ▶ Must be maintained at level consistent with building codes of the period in which constructed.
    - ▶ Construction improvements must coincide with the current codes as adopted by the City.
  - Exterior (foundation, roof, structure)
  - exits/egress
  - stairways & guardrails
  - fire prevention
  - lighting/ventilation
  - windows, floors, walls, ceilings, doors
  - plumbing
  - electrical equipment
  - heating systems
- ▶ No violations = issuance of Rental Inspection Certificate of Compliance
  - ▶ Violations corrected within 30 days; reinfestation required in two years.
  - ▶ Violations not corrected within 30 days, require re-inspection in one year.

## Rental Housing Inspection Program

- ▶ Proposed Program Overview (continued):
  - ▶ Fees - Cost Recovery:
    - ▶ On average other cities charge \$15 to \$45 per unit.
    - ▶ Fees will be collected through Business License application/renewals.
    - ▶ Penalties for re-inspections/missed appointments.
  - ▶ Staffing
    - ▶ Workload could be incorporated into existing code enforcement officer program.
    - ▶ Costs for additional work would be recovered through program fees.
    - ▶ Approximately 1,800 units inspected/re-inspected per year.

## Tenant Relocation Assistance

- ▶ Current State Law: requirements to end a tenancy and requirements for termination notices and procedures
  - ▶ For-cause eviction:
    - ▶ a landlord can terminate a tenancy early and evict the tenant for violations of the lease or rental agreement;
    - ▶ Before terminating the tenancy, the landlord must give the tenant written notice;
    - ▶ The reason for the termination of the rental agreement or lease will determine the type of notice needed.
  - ▶ No-cause end the tenancy
    - ▶ Month-to-month Tenancy: 30 days' written notice if the tenant has lived in the rental unit for less than one year, and 60 days' written notice if the tenant has lived in the rental unit for over one year, to.
    - ▶ Fixed-Term Tenancy: landlord cannot end the tenancy without cause until the end of the term.

## Tenant Relocation Assistance

- ▶ Current California Law: Relocation Assistance
  - ▶ Landlords are required to provide monetary relocation assistance when subject to displacement as a result of order to vacate from a local enforcement agency for immediate health and safety concerns (not caused by the tenant or natural events such as flood, fire, earthquake).
- ▶ Proposed Local Ordinance
  - ▶ To further protect eligible tenants who have been displaced.
  - ▶ Applies to rental unit within a multi-family complex of three (3) units or more.

## Tenant Relocation Assistance

- ▶ Tenant Relocation Assistance Ordinances are intended to help lower income households with moving costs, deposits, and securing replacement housing.
- ▶ Relocation assistance to be paid to eligible tenants for “no-fault” end of tenancy situations.
  - A resident manager will move into the rental unit
  - Demolition and permanent removal from the rental market
  - Government order
  - Conversion to condominium
  - Temporary removal of the rental unit from housing use for capital improvement work
  - Rehabilitation of the property

## Case Study: City of Pasadena Condo Conversion Ordinance

- ▶ Households at or below 140% of the area median income:  
Eligible for two (2) months fair market rent as established by HUD.
- ▶ Households above 140% of the area median income:  
Eligible for relocation allowance of \$1,775 (as of July 2009) per rental unit.
  - ▶ Adjusted annually using the CPI
- ▶ Landlords are also required to pay households at or below 140% of the median income a moving allowance:
  - ▶ \$1,120 for adult households
  - ▶ \$3,364 for households with minor dependents, disabled persons or senior members.

### HUD Fair Market Rents (2018)

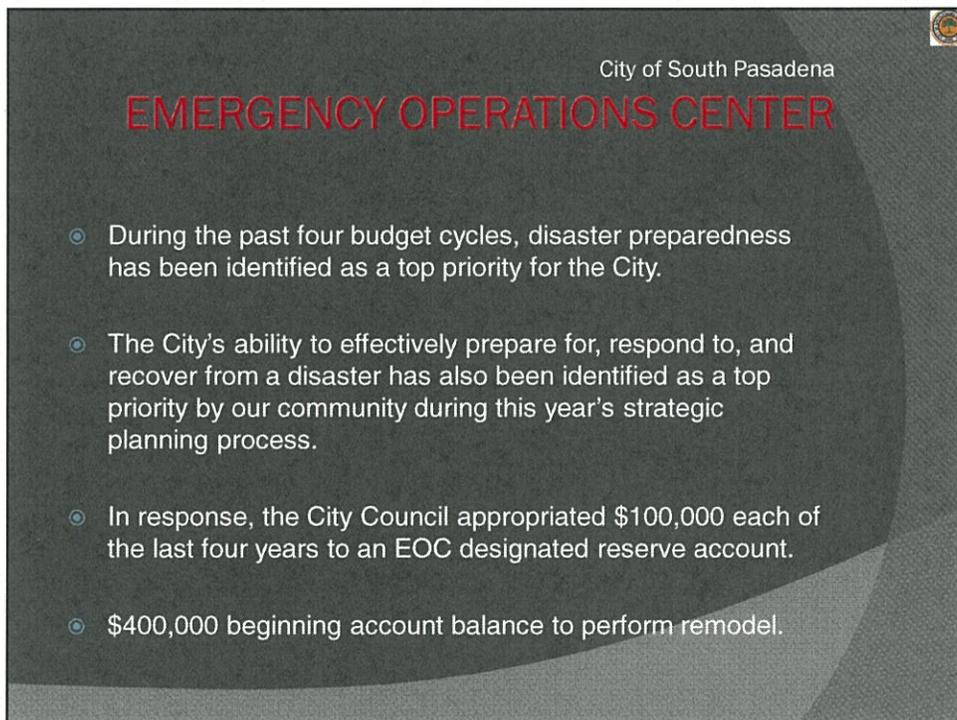
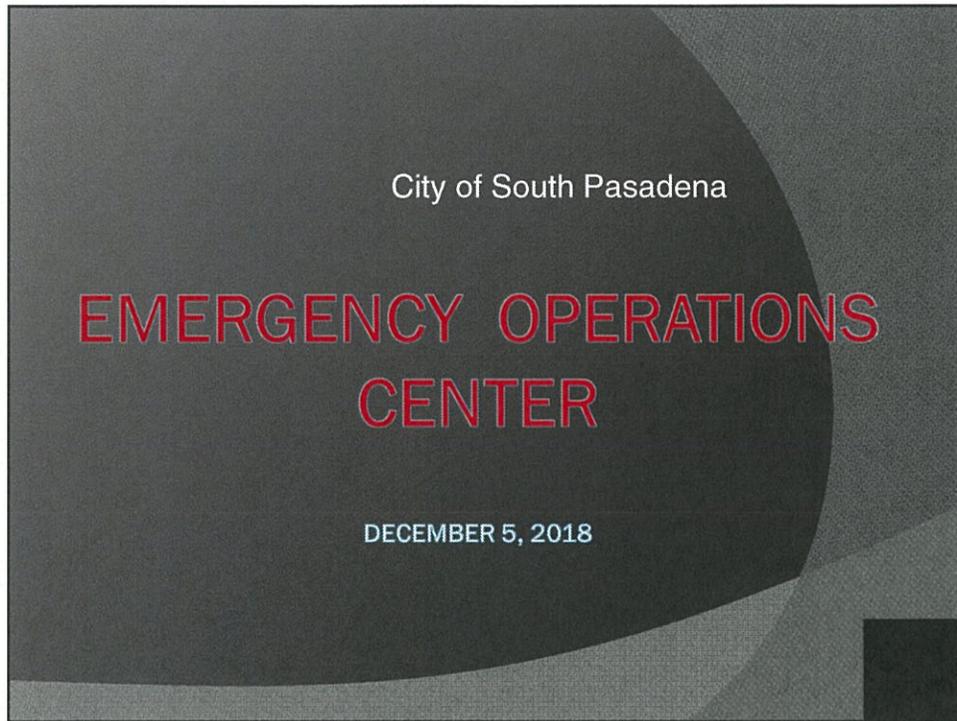
0 Bedroom	\$1,067
1 Bedroom	\$1,284
2 Bedroom	\$1,663
3 Bedroom	\$2,231
4 Bedroom	\$2,467

## NEXT STEPS:

### ▶ Stakeholder Outreach

- ▶ Staff to conduct series of community meetings on both tenant protection programs to educate landlords and tenants of the policies intent and benefits.

Jan-March	<u>Conduct community outreach</u> Gather input from residents and property owners to assist in formalizing program elements
Feb-April	<u>Establish fees</u> Fee study to determine appropriate fees
May-June	<u>Develop ordinance</u> Ordinance drafted for Council consideration establishing policies
July	<u>Implementation</u> New policies effective at the beginning of 2019-2020 fiscal year



Additional Material  
AGENDA ITEM # 26  
12/5/18 City Council Mtg.

Cc: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl Docs



City of South Pasadena

## EMERGENCY OPERATIONS CENTER

- On January 17, 2018, staff presented to the City Council a proposed itemized list of equipment and furniture needed to bring the EOC up to industry standards
- The City Council approved the recommendations which included an initial transfer of funds of \$205,000 from the EOC designated reserves
- January 18, 2018, work began on the first phase of the EOC Remodel



## EMERGENCY OPERATIONS CENTER

- **Goals:**
  1. Establish needed resources/Supplies
  2. Maximize available space
  3. Ensure interoperability
  4. Maintain situational awareness
  5. Train City staff to minimum standards



## EMERGENCY OPERATIONS CENTER

- Multi-phase approach
  - Phase I
    - Equipment
    - Furniture
    - Supplies
  - Phase II
    - “Smart Wall”
    - IT/Communications
  - Phase III
    - Level off Courtyard *Maximize Space*
    - Train City Staff



Phase I

City of South Pasadena

## EMERGENCY OPERATIONS CENTER

Purchased Equipment/Furniture

- Portable Work Stations (2)
- Moveable Workstation Tables (3)
- Office Chairs (16)
- EOC Position File Cabinets (6)
- Window Drapes/Coverings/Paint
- Satellite Phones (3)
- Laptop Computers for EOC Positions (9)
- Flat Screen TV Monitors (5)
- HAM Mobile Radios (pending)
- UHF/VHF Mobile and Portable Radios (15)
- Supplies to support CERT/City Staff

Phase I

City of South Pasadena

## EMERGENCY OPERATIONS CENTER

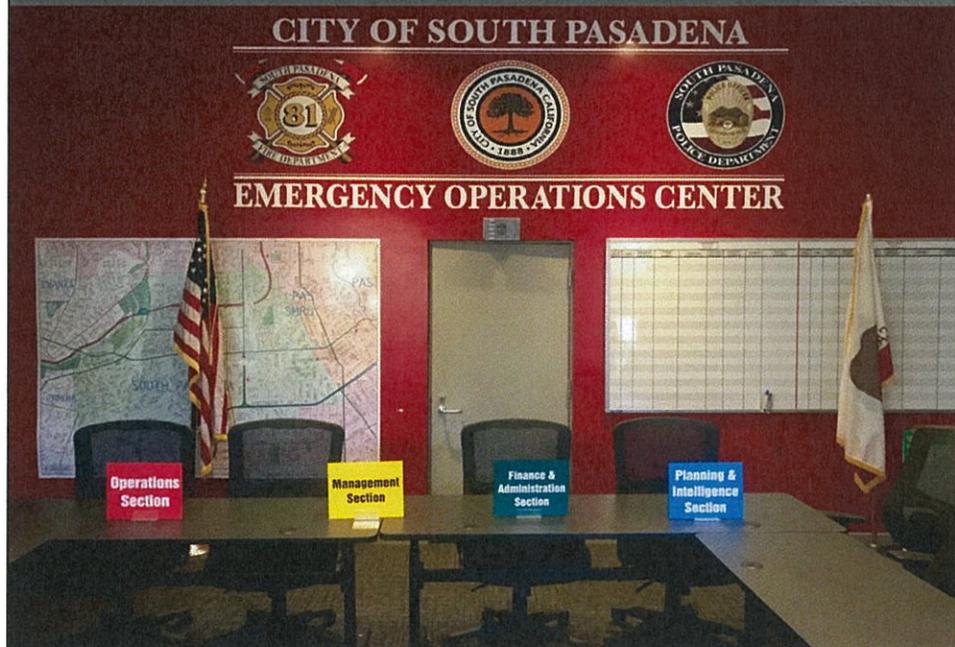


CERT Supplies

Staff Supplies

- Water - Canned
- Food
- Toiletries
- Blankets
- Sleeping Pads
- Showers
- Generators
- Portable Lighting

Completed Phase I



Phase II

City of South Pasadena



## EMERGENCY OPERATIONS CENTER

- September 19, 2018 City Council meeting, Council approved an additional transfer of \$195,000 to complete the second and final phase of the remodel
- The second phase began October 15, 2018
- “Smart Wall” with state-of-the-art audio visual equipment, including 3 flat screen TV Monitors with 3 separate feeds, upgraded phone lines, intra/internet connections
- Ensure the City’s ability to communicate – receive information, communicate with surrounding Local, County, State, Federal resources and transmit information out to our community
- Projected to be completed by December 31, 2018

## EMERGENCY OPERATIONS CENTER

### “Smart Wall”



Phase III

City of South Pasadena

## EMERGENCY OPERATIONS CENTER

- The final phase will include leveling off the courtyard that separates the Police facility from the Fire facility to maximize space
- Continue with the training of City Staff  
Full Scale EOC Exercise
- The final phase/project is projected to be completed May of 2019

## EMERGENCY OPERATIONS CENTER

Two portable workstations to maximize space  
Fully Enclosed, Air Conditioned – 20' X 15'





City of South Pasadena

## EMERGENCY OPERATIONS CENTER

### ● Training of City Staff

Second Quarter Goal Strategic Plan

Conducted multiple EOC training exercises

Completed core ICS Classes  
ICS 100, 700, 800

On-going training for City staff  
“Full-Scale” exercise in 2019



## EMERGENCY OPERATIONS CENTER

### Crisis Communications Plan

● **Goal:** City can effectively communicate with citizens during a disaster

- Emergency Alert System (EAS)
- Wireless Emergency Alerts (WEA)
- Blackboard Connect “Connect South Pasadena”
- Nixle
- Social Media: Facebook, Twitter, Next Door, Web page

## EMERGENCY OPERATIONS CENTER



### Outdoor Warning Systems

Solar Powered/Wireless Options

Currently Used in Emergency Notification Nation-wide

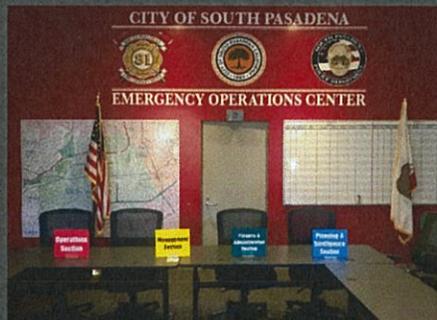
Cost Effective

City of South Pasadena

## EMERGENCY OPERATIONS CENTER

- Projected Completion date is May 2019  
4<sup>th</sup> quarter goal Strategic Plan
- Allocated funds of 400k sufficient to complete the project
- The Emergency Preparedness accounts are sufficient to maintain EOC at industry standards and support CERT Program

# Questions?



# EMERGENCY PUBLIC INFORMATION PLAN

DECEMBER 5, 2018

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John Pope  
Public Information Officer  
City of South Pasadena

## Agenda

- Background
- Plan Development
- Purpose of the Plan
- Communications Goals
- Components of the Plan
- Recommendations/Next Steps

Additional Material  
AGENDA ITEM # 27  
12/5/18 City Council Mtg.

cc: Council; CM; CA; COC; Reference Binder; Original to 12/5/18 Addl Docs  
1

## Why Plan for Crisis Communications?

- Protect the public and stakeholders
- Minimizing or prevent further harm through information delivery
- Help the public cope through evolving stages of crisis
- Public information is key component of National Incident Management System (NIMS)/Incident Command System (ICS)
- NIMS and ICS mandated as national standard and best practice after 9/11 attacks
- No national/state universal communication system
- Critical component of successful emergency response

## Consequences of Failing to Plan

- Further harm to public
- Erode community goodwill
- Further disrupt normal operations/agency services
- Shake public/employee confidence
- Inability to move forward with longer term initiatives/projects

## Types of Crises in Government

- Major natural disasters
  - Fire, flood, earthquake, severe storm, loss of power, infectious disease
- Man-made disasters
  - Terrorism, oil/chemical spill, plane/train crash, major crime, service interruptions, cybersecurity incident
- Internal
  - Scandal, theft, embezzlement, ethical lapses

## Plan Development

- Crisis/Emergency Communication identified as a City goal in South Pasadena Strategic Plan
- City partnered with SAE Communications
- 20 interviews with key stakeholders in Sept. & Aug.
  - City and elected officials
  - Business
  - Community
  - Schools

## Purpose of the Plan

- Supports South Pasadena Emergency Operations Plan
- Aligns with NIMS and ICS
- Provides policies, procedures and guidelines for communicating with the public during a crisis
- Increase the speed and accuracy of public information delivery during a crisis
- Establish procedures for dealing with a variety of situations
- Ensures that City staff is familiar with procedures/roles
- Identify gaps in current communications systems and protocols

## Communications Goals

- Ensure timely and accurate public warnings
- Communicate actions that ensure health and safety
- Be the leading source of factual information
- Convey important information about the delivery of public services
- Minimize rumors
- Restore order and/or confidence

## Components of the Plan

- Definitions/glossary
- Emergency response team objectives
- Information Flow/Incident Progression
- Key questions
- Types of crises
- Roles and responsibilities
- Managing public information within NIMS/ICS framework
- Joint Information Center (JIC) roles
- Field Information/Media Briefing Center
- Message Development

## Components of the Plan

- Definitions/glossary
- Emergency response team objectives
- Information Flow/Incident Progression
- **Key questions**
- Types of crises
- **Roles and responsibilities**
- Managing public information within NIMS/ICS framework
- Joint Information Center (JIC) roles
- Field Information/Media Briefing Center
- **Message Development**

## Components

- Reaching those with access or functional needs
- HIPPA and privacy considerations
- Special situation media coverage (helicopters and vehicles, bomb squad, SWAT operations)
- Checklists/action items by role
- Audiences
- Communications tools
- Dissemination checklist
- Holding statements
- Checklists and resources

## Components

- Reaching those with access or functional needs
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- **Holding statements**
- Checklists and resources

## Recommendations/Next Steps

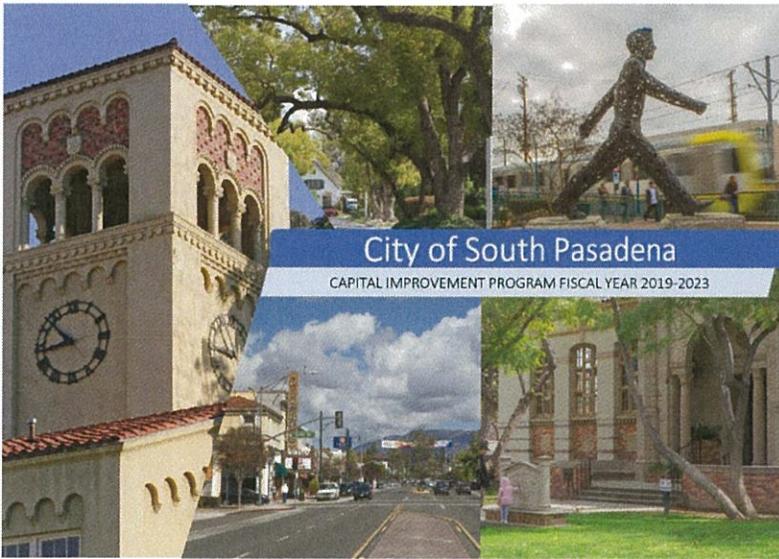
- Training (Plan training and message delivery)
- Further assess and refine electronic message tools (internal working group)
- Further identify and outreach to key audiences
- Identify and prepare “loss of power” outreach tools
- Create crisis web site
- Build regional PIO mutual aid network
- Develop social media policy
- Determine location for Joint Information Center (JIC)
- Promote registration with opt-in tools

**STATE OF THE CITY**  
DECEMBER 4, 2018

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Richard Schneider, M.D.  
Mayor, City of South Pasadena

**Moving South Pas Forward**



City of South Pasadena  
CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2019-2023

Additional Material  
AGENDA ITEM # 28  
12/5/18 City Council Mtg.

CC: Council; CM; CA; CCC; Reference Binder; Original to 12/5/18 Addl DCS

## Improving Streets and Mobility



## Upgrading Water Systems



## Success in 710 Battle



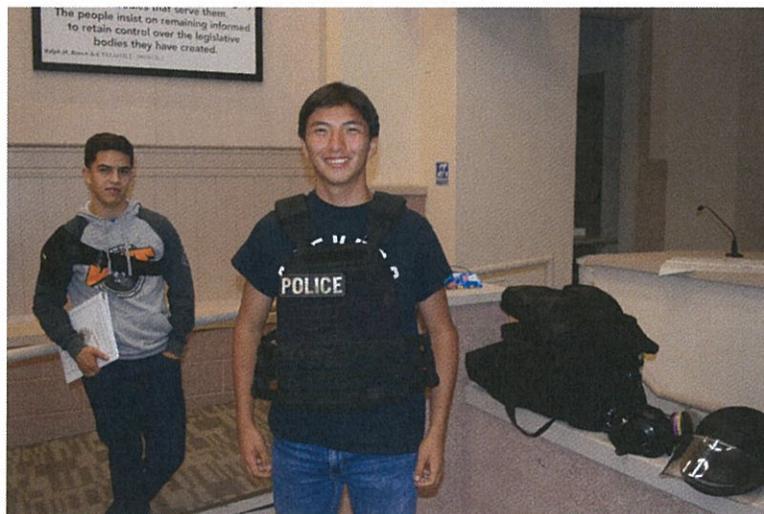
## Bike-Friendly Improvements



## Empowering Neighbors



## Engaging the Next Generation



## Supporting Economic Growth



## Embracing Public Art



## Protecting our Trees



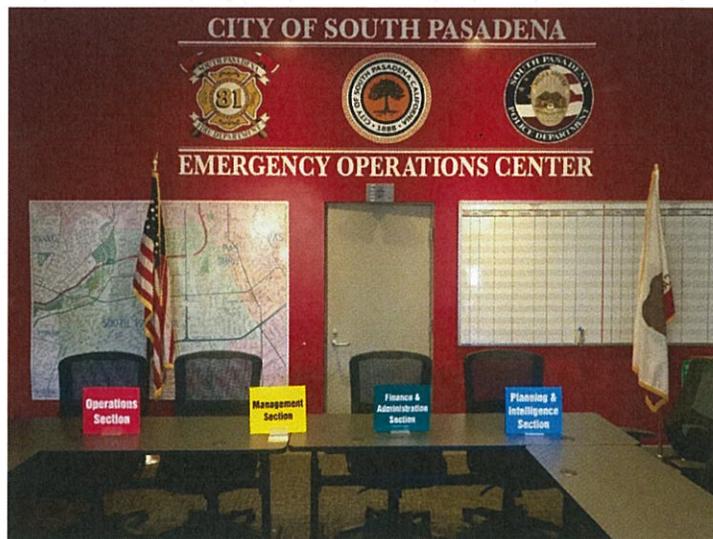
## Homeless Outreach & Assistance



## Providing Mutual Aid



## Preparing for Emergencies



## Engaging our Community



## Honoring our Traditions



# STATE OF THE CITY

DECEMBER 4, 2018

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Richard Schneider, M.D.

Mayor, City of South Pasadena