



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

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

November 20, 2019, at 7:30 p.m.

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

CALL TO ORDER: Mayor Marina Khubesian, M.D.

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

PLEDGE OF ALLEGIANCE: Councilmember Michael A. Cacciotti

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

PRESENTATIONS

- 2. Certificate of Recognition – Alianne Crockett**
- 3. Certificate of Recognition – South Pasadena Beautiful**
- 4. Certificate of Recognition – Transition South Pasadena**

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

COMMUNICATIONS

5. Councilmembers Communications

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

6. City Manager Communications

7. Reordering of and Additions to the Agenda

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

CONSENT CALENDAR

8. Minutes for the Special City Council Meeting on November 6, 2019

9. Minutes of the Regular City Council Meeting on November 6, 2019

10. Discretionary Fund Request from Mayor Khubesrian for \$1,000 to the South Pasadena Tournament of Roses Committee for Float Construction and Operations in Memory of Paul Abbey

Recommendation

It is recommended that the City Council approve a Discretionary Fund request by Mayor Marina Khubesrian for \$1,000 for the Tournament of Roses in memory of Paul Abbey.

11. Discretionary Fund Request from Mayor Pro Tem Joe for \$1,000 for South Pasadena Beautiful Post Office Project

Recommendation

It is recommended that the City Council approve a Discretionary Fund request by Mayor Pro Tem Robert Joe for \$1,000 for the purpose of assisting South Pasadena Beautiful, a non-profit group, with cost of the re-landscape of the Post Office.

12. Discretionary Fund Request from Councilmember Mahmud for \$1,500 for the Ray Bradbury Fused Glass Windows in the Library Conference Room

Recommendation

It is recommended that the City Council approve a Discretionary Fund request by Councilmember Diana Mahmud for \$1,500 for the Ray Bradbury Fused Glass Windows in Library Conference Room.

13. Approval of Co-Sponsorship of the South Pasadena Chamber of Commerce Annual Holiday Mixer

Recommendation

It is recommended that the City Council approve the request to co-sponsor the South Pasadena Chamber of Commerce Annual Holiday Mixer which will coincide with the Mayor’s State of the City Event on December 3, 2019 at the War Memorial Building.

14. Adoption of Resolution Adding a Non-Profit Rate for Providers of Specific Mental Health Services to the Master Schedule of Fees

Recommendation Action

It is recommended that the City Council adopt a resolution adding a new fee category for “non-profit mental health service providers” to the Master Schedule of Fees for Service (Fee Schedule).

15. Approval of Job Descriptions for Part Time Maintenance Assistant, Community Improvement Coordinator and Maintenance Worker I and II

Recommendation

It is recommended that the City Council:

1. Approve the job description for Part Time Maintenance Assistant; and
2. Approve the job description for Community Improvement Coordinator; and
3. Approve the job description for Maintenance Worker I and II.

16. Second Reading and Adoption of an Ordinance Establishing a Major Project Review

Recommendation

It is recommended that the City Council read by title only for the second reading, waiving further reading, and adopt an Ordinance establishing a Major Project Review.

17. Project No. 2246-MIL - Approval of a Mills Act Contract for Property Located at 209 Beacon Avenue, Landmark No. 52, Whitney R. Smith House and Studio (Assessor’s Parcel Number 5317-006-001)

Recommendation

It is recommended that the City Council approve and enter into a Mills Act contract with the property owners of 209 Beacon Avenue, Landmark No. 52, Whitney R. Smith House and Studio.

18. Project No. 2236-MIL - Approval of a Mills Act Contract for Property Located at 320 Grand Avenue, Landmark No. 54, the Koebig House (Assessor’s Parcel Number 5317-040-008)

Recommendation

It is recommended that the City Council approve and enter into a Mills Act contract with the property owners of 320 Grand Avenue, Landmark No. 54, the Koebig House.

19. Project No. 2245-MIL - Approval of a Mills Act Contract for Property Located at 915 Palm Avenue (Assessor’s Parcel Number 5313-008-025)

Recommendation

It is recommended that the City Council approve and enter into a Mills Act contract with the property owners of 915 Palm Avenue, which is a contributor to the designated El Centro-Indiana-Palm Historic District.

20. Project No. 2247-MIL - Approval of a Mills Act Contract for Property Located at 925 Palm Avenue (Assessor’s Parcel Number 5313-008-021)

Recommendation

It is recommended that the City Council approve and enter into a Mills Act contract with the property owners of 925 Palm Avenue, which is a contributor to the designated El Centro-Indiana-Palm Historic District.

ACTION/DISCUSSION

21. Adoption of the South Pasadena Green Action Plan

Recommendation

It is recommended that the City Council adopt the South Pasadena Green Action Plan.

22. Award of Construction Contract to EC Construction Company for Citywide Bike Parking at Various Locations for an Amount Not-to-Exceed \$204,780 in Grant Funds

Recommendation

It is recommended that the City Council:

1. Receive additional information on citywide bike parking project requested by the City Council; and
2. Accept a bid dated October 15, 2019 from E C Construction Company to install bike parking citywide at various locations (Project); and
3. Authorize the City Manager to enter into a contract with E C Construction Company for an amount not-to-exceed \$204,780 for the Project; and
4. Authorize a construction contingency of approximately ten percent in the amount of \$20,470 for a total amount of \$225,250.

REPORTS

23. Status of Regional Transportation Projects and Funding (Presentation Only)

ADJOURNMENT

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

| | | | |
|-------------------|------------------------------|-----------------|-----------|
| December 4, 2019 | Regular City Council Meeting | Council Chamber | 7:30 p.m. |
| December 18, 2019 | Regular City Council Meeting | Council Chamber | 7:30 p.m. |
| January 1, 2020 | Regular City Council Meeting | Cancelled | 7:30 p.m. |
| January 15, 2020 | Regular City Council Meeting | Council Chamber | 7:30 p.m. |

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

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

- City Clerk’s Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030;
- City website: www.southpasadenaca.gov/agendas

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

Regular meetings are broadcast live on Spectrum Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at www.southpasadenaca.gov/agendas.

AGENDA NOTIFICATION SUBSCRIPTION

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

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

11/14/19

/s/

Date

Maria E. Ayala
Chief City Clerk