



Wednesday, July 17, 2019
Minutes of the Regular Meeting of the City Council

CALL TO ORDER

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Khubesrian on Wednesday, July 17, 2019, at 7:32 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers Cacciotti, Mahmud, and Schneider; Mayor Pro Tem Joe; and Mayor Khubesrian.

Absent: None

City Staff

Present: City Manager DeWolfe; City Attorney Highsmith; and Interim Deputy City Clerk Ferrel were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Joe introduced Girl Scout Troop 7211 who led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(2)
Number of Potential Cases: 2

City Attorney Highsmith reported that the City Council received briefings on two matters and provided direction to staff regarding the Closed Session Items, but did not take any reportable action.

PRESENTATIONS

2. Arts Invocation Jimmy O'Balles and Alejandro Chavez

Mayor Khubesian announced that artist Jimmy O'Balles was not able to attend and introduced artist Alejandro Chavez to present this meeting's Arts Invocation. Mr. Chavez shared a PowerPoint presentation with various photos of his artwork.

3. State of the District and Local Water Supply Update - Upper San Gabriel Valley Municipal Water District General Manager Tom Love and Director Charles Trevino

Upper San Gabriel Valley Municipal Water District Director Charles Trevino who represents South Pasadena and General Manager Tom Love provided an update regarding the region's water resources.

The following item was moved up on the agenda.

5. Presentation by South Pasadena Little League Challenger Division

Challenger Division Coordinator Scott Parker provided background information about the South Pasadena Little League Challenger Division.

Players Sara Kung and Chance Afschar, and Challenger Division Coordinators Scott Parker and Lorne Platt presented plaques to South Pasadena Police Department, and Fire Department staff.

4. South Pasadena Preservation Foundation – Annual Report of Historical Covenants for Caltrans Surplus Properties in June 2019

South Pasadena Preservation Foundation President Mark Gallatin provided a PowerPoint presentation and update regarding the City's preservation covenants.

COMMISSION APPOINTMENTS

6. Commission Appointments

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE, CARRIED 5-0, to:

Recommendations

1. Appoint the following individuals to full school year terms as non-voting youth members: Amber X. Chen as the student delegate to the Natural Resources and Environmental Commission (commencing on September 2, 2019 ending June 30, 2020); and Max Jimenez

as the alternate student delegate to the Natural Resources and Environmental Commission (commencing on September 2, 2019 ending June 30, 2020).

2. Appoint the following individuals to partial terms: Kris Kuramitsu to the Public Art Commission (term ending December 31, 2020); Eavie Porter to the Animal Commission (term ending December 31, 2021)

PUBLIC COMMENTS

JoAnn Snyder, representative from Woman's Club of South Pasadena, distributed a flyer inviting Councilmembers to their upcoming event.

Christopher Sutton, Attorney for the United Caltrans Tenants and the Caltrans Tenants of the 710 corridor, spoke about historic preservation, Caltrans, and national environmental policy.

John Srebalus, South Pasadena Resident, discussed minimum wage, affordable housing, and homelessness.

COMMUNICATIONS

7. Councilmembers Communications

Councilmember Cacciotti shared a photo from the City of Claremont and City of Temple City Council meetings; shared photos of the 2019 Fourth of July Festival of Balloons; shared a photo from the City of Santa Clarita and City of San Marino Council meetings; shared a photo of AQMD (South Coast Air Quality Management District) scholarship summer program event; and shared a photo of Chinese American Federation installation Dinner.

Councilmember Schneider discussed Caltrans properties and historic preservation documents.

Councilmember Mahmud also discussed Caltrans properties; reported that she was reelected as Chair of San Gabriel Valley Council of Governments Water Policy Committee; reported that she was in Sacramento recently to testify on a Clean Power Alliance (CPA) sponsored bill; discussed meeting with CPA Executive Director and Assemblymember Holden to address issues with CPA; reported that CPA approved two contracts for the development of 250 megawatts of new renewable energy; noted that there were CPA customer account billing issues with Edison, and Edison is planning on a new billing replacement system for next year.

Mayor Khubesrian thanked Councilmember Mahmud for serving another term Chair of San Gabriel Valley Council of Governments Water Policy Committee.

Mayor Pro Tem Joe announced the retirement of Grace Robinson Hyde, Chief Engineer and General Manager of Los Angeles County Sanitation Districts, and congratulated her.

Mayor Khubesrian shared photos from the 4th of July Festival of Balloons event; shared a photo of the Transition South Pasadena Group's meeting; shared a photo of the City's Chevy Volt vehicle at the 4th of July Festival of Balloons parade; shared a photo of New York City's flyer about fire hydrants turned into sprinklers to stay cool in the summer; shared a photo of Los Angeles' installation of temporary water fountains; shared a photo and discussed San Marino's City website regarding Peafowl.

8. City Manager Communications

City Manager DeWolfe announced an item on the agenda and the August 7, 2019 City Council regular meeting was cancelled, and introduced the new Public Works Director Shahid Abbas.

Mr. Abbas thanked the City for giving him an opportunity to be the City's Public Works Director.

Mayor Khubesrian thanked Mr. Abbas.

City Manager DeWolfe introduced Acting Library Director Cathy Billings.

Ms. Billings thanked staff and Council and stated that she appreciates the opportunity.

Mayor Pro Tem Joe discussed the Los Angeles Kings mascot's visit to the South Pasadena Library.

Ms. Billings announced that Bailey the Los Angeles Kings mascot and the Ice Crew will read a story in the library Community Room tomorrow.

9. Reordering of and Additions to the Agenda

Councilmember Mahmud requested to adjourn in the memory of Dr. Frank Meza and reminded all about the impacts of cyber bullying.

City Manager DeWolfe requested to move Item No. 23 to a future City Council meeting.

CONSENT CALENDAR

Councilmember Mahmud noted that additional documents were provided for Item Nos. 15, 22, and 24 with minor changes. She requested that the motion be made to include those revisions. Additional Documents included the following: Agenda Item No. 15, a Revised Contract Amendment that included additional items to the proposed scope of work for the bicycle parking and CNG station; Agenda Item No. 22, a copy of the proposed Resolution for Council's consideration; and Agenda Item No. 24, updated salary schedules with corrected salary ranges and clarification as to the effective date of first salary schedule for each group.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE, CARRIED 5-0, to approve Consent Calendar Items Nos. 10-22, and 24-26, with the changes recommended by Councilmember Mahmud.

10. Minutes of the City Council Meetings on May 1, 2019, May 15, 2019, June 5, 2019, and June 19, 2019

Approved the minutes of the May 1, 2019 and May 15, 2019, June 5, 2019, and June 19, 2019 City Council meetings.

11. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 307430 – 307621 in the amount of \$565,539.97; General City Warrants Nos. 307622 – 307795 in the amount of \$1,315,852.71; Payroll dated June 14, 2019 in the amount of \$763,082.44 and June 28, 2019 in the amount of \$614,335.15; Wire Transfers (LAIF) in the amount of \$2,000,000.00; Wire Transfers (Acct #2413) in the amount of \$22,000.00 and Wire Transfers (Acct #1936) in the amount of \$5,000.00.

12. Monthly Investment Reports for May 2019

Received and filed the monthly investment reports for May 2019.

13. Adoption of a Resolution Approving the Annual Auditor's Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2019-20

Adopted a resolution approving the Annual Auditor's Report for the levy of the Fiscal Year 2019-20 Library Special Tax.

14. Approve Initial Projects for Funding by the 21st Century Committee for the Library

Approved the initial projects for which the 21st Century Committee for the Library, a new division of the Friends of the South Pasadena Public Library, will raise funds.

15. Authorize a Contract Amendment with Willdan Engineering for On-Call Construction Management and Inspection Services for an Amount Not-to-Exceed \$64,160 for a Total Not-to-Exceed Contract Amount of \$183,484

Authorized the City Manager to execute a Contract Amendment with Willdan Engineering, for an additional not-to-exceed amount of \$64,160, for on-call construction management and inspection services for the CNG Fueling and Electric Vehicle Charging Station Upgrades and Bike Parking at Various Locations Projects.

16. Adoption of a Resolution to Implement a Six-hour Parking Restriction in the Area Adjacent to 209 Fair Oaks Avenue and Repeal Resolution No. 7570 in its Entirety

Adopted a resolution to implement a six-hour parking restriction on the west side of Fair Oaks Avenue from the red curb at the southwest corner with Columbia Street; southerly 215 feet to the north side of the existing driveway and repeal Resolution No. 7570 in its entirety.

17. Receive and File Final 2018 Comprehensive Annual Financial Report and Statement on Auditing Standards Letters 114 (Auditor Communication) and 115 (Internal Controls)

Received and filed the Final 2018 Comprehensive Annual Financial Report and Statement on Auditing Standards Letters 114 (Auditor Communication) and 115 (Internal Controls).

18. Change to August 2019 City Council Meeting Schedule

Approved the proposed City Council meeting schedule for August 2019.

19. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Replace Current Cabling Infrastructure in Several City Facilities Project

1. Accepted the current cabling; infrastructure replacement in Several City Facilities Project as complete; and
2. Authorized the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk.

20. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Fiscal Year 2018-19 Sidewalk Replacement and ADA Access Ramps Project and Authorization to Release Retention Payment to CT&T Concrete Paving, Inc. in the Amount of \$6,056.65

1. Accepted the Fiscal Year 2018-19 Sidewalk Replacement and ADA Access Ramps Project as complete;
2. Authorized the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorized release of retention payment to CT&T Concrete Paving, Inc., in the amount of \$6,056.65.

21. Approval of Support if Amended Position on SB 54 and AB 1080 Related to Single-Use Plastics

Approved a letter to take a position of support if amended on Senate Bill 54 and Assembly Bill 1080 - the California Circular Economy and Plastic Pollution Reduction Act, dealing with regulations for single use plastic packaging.

22. Adoption of Resolution Vacating Utility easement on Magnolia Street between Fair Oaks Avenue and Mound Avenue

1. Adopted Resolution to vacate a utility easement between Fair Oaks Avenue and Mound Avenue, pursuant to Streets and Highways Code Sections 8330-8336; and
2. Authorized the recordation of the vacation of the utility easement between Fair Oaks Avenue and Mound Avenue with the Los Angeles County Registrar-Recorder/County Clerk Office.

24. Approval of Resolutions: Adopting a Memorandum of Understanding (MOU) Between the City of South Pasadena (City) and the South Pasadena Firefighters' Association, Superseding Resolution No. 7539 and Approving Job Description for Full-Time Fire Inspector; Adopting an MOU Between the City and the Police Officers' Association, Superseding Resolution No. 7530; Adopting an MOU Between the City and the Public Service Employees' Association, Superseding Resolution No. 7527 and Resolution No. 7586; Adopting an MOU Between the City and the Public Service Employees' Association – Part Time Unit , Superseding Resolution No. 7383 and Resolution No. 7480; and Approving Unrepresented Management Employee Benefits Listing and Management Salary Schedule Superseding Resolution No. 7612 and Approving Job Descriptions for Deputy Police Chief and Police Lieutenant and the Reclassification of Police Captain to Deputy Police Chief

Approved the following:

1. A resolution adopting an MOU between the City and the South Pasadena Firefighters' Association (FFA) superseding Resolution No. 7539 and approving job description for full-time Fire Inspector;
2. A resolution adopting an MOU between the City and the South Pasadena Police Officers' Association (POA), superseding Resolution No. 7530;
3. A resolution adopting an MOU between the City and the Public Service Employees' Association (PSEA), superseding Resolution No. 7527 and Resolution No. 7586;
4. A resolution adopting an MOU between the City and the South Pasadena Public Service Employees' Association – Part Time Unit superseding Resolution No. 7383 and Resolution No. 7480; and
5. A resolution approving unrepresented management employee benefits listing and management salary schedule superseding Resolution No. 7612 and approving job descriptions for Deputy Police Chief and Police Lieutenant and the reclassification of Police Captain to Deputy Police Chief.

25. Approval of a Professional Services Agreement with Emanuels Jones and Associates for \$47,450 for Legislative Advocacy Services for a Period of 18 Months

Approved a professional services agreement with Emanuels Jones and Associates (EJA) for Legislative Advocacy Services for the remainder of the current legislative session (18 months, ending December 2020) for a total amount of \$47,450.

26. Adoption of the Resolutions Authorizing Signatories on City Banking Accounts and Related Banking Documents

1. Adopted a resolution superseding Resolution No. 7602, Authorizing Signatures on City Bank Accounts; and
2. Adopted a resolution superseding Resolution No. 7573, Authorizing Signatures on the City's Local Agency Investment Fund Account.

ITEMS PULLED FROM THE CONSENT CALENDAR

23. Approve an Agreement with the City of Pasadena to Provide them with Supplemental Law Enforcement Services for a Period of Three Years, Not-to-Exceed \$72,000

Recommendation

Approve an agreement for supplemental law enforcement services with the City of Pasadena Police Department for large-scale, preplanned events. This is a three-year term, not-to-exceed \$24,000 per year, for a total of \$72,000.

This item was pulled from the Consent Calendar for a future meeting date.

PUBLIC HEARING ITEMS

27. Public Hearing Confirming Charges Assessed by the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures for the Abatement of Hazardous Vegetation on Respective Parcels of Unimproved Private Properties Constituting a Fire Hazard

Fire Chief Paul Riddle presented the staff report and gave background information.

Mayor Khubesian opened the Public Hearing.

There being no one desiring to speak on this item, Mayor Khubesian closed the Public Hearing.

In response to Councilmember Mahmud's question, Chief Riddle answered that estimates were provided by Los Angeles County.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0 to, confirm the 2019 declaration list of charges..

The following item was continued to a date uncertain.

28. First Reading and Introduction of an Ordinance Amending Division 36.410 Zoning Approvals or Disapprovals of Article 4 Zoning Code of Title 36 of the South Pasadena Municipal Code to Establish a Predevelopment Plan Review and Adoption of a Resolution Establishing the Predevelopment Plan Review Fee of \$1,000

ACTION/DISCUSSION

29. Consideration of Ballot Measure to Complete the Conversion of the Elected City Clerk Position to the Appointive Position of Chief City Clerk

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

Mayor Khubesrian opened the public Comment Period.

Ms. Demirjian responded to questions from Mayor Pro Tem Joe on how a “no” vote would impact City operations.

Sally Kilby, former South Pasadena Elected City Clerk, expressed her concern with having two measures on the ballot and asked the City Council not to approve this item.

The City Council discussed the item at length and staff answered related questions.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR KHUBESRIAN, CARRIED 4-1 to, adopt a resolution submitting to the qualified voters a proposed ordinance to delegate all responsibilities of the City Clerk Office to the appointed Chief City Clerk for the Special Municipal Election on Tuesday, November 5, 2019.

REPORTS

The following item was moved up on the agenda.

32. Receive and File a Report on the City’s Efforts to Address Homelessness

Police Chief Joe Ortiz introduced Sergeant Shannon Robledo to present the staff report.

Sergeant Robledo presented a PowerPoint presentation about HOPE, the City’s homeless outreach program, responded to City Council inquiries, and invited Maria Lopez from the Union Station to speak about program.

Ms. Lopez discussed the Rapid Rehousing Program and responded to City Council questions.

The City Council discussed the item at length and staff answered related questions.

Mayor Khubesrian opened the public comment period.

Bianca Richards, South Pasadena resident, suggested more physical presence at the park and asked about sensitivity training for the police officers.

Police Chief Ortiz responded to Ms. Richards's inquiry.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council received and filed a report on South Pasadena's efforts to address and reduce homelessness.

30. Receive and File the Fiscal Year 2018-19 Strategic Plan Fourth Quarter Update

Principal Management Analyst Aceves summarized the staff report and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

Management Analyst Margaret Lin responded to Councilmember Mahmud's inquiry about the Bike Share program.

The City Council received and filed the fourth quarter update of the Fiscal Year 2018-19 Strategic Plan Objectives

31. Receive and File the End of Fiscal Year 2018-19 Capital Improvement Plan Project Updates

Deputy Public Works Kristine Courdy presented a PowerPoint presentation and responded to City Council questions.

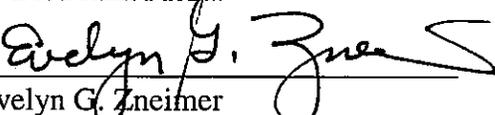
Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council received and filed the end of Fiscal Year 2018-19 Capital Improvement Plan Project updates.

ADJOURNMENT

There being no further business, at 10:20p.m. Mayor Khubesrian adjourned the meeting in memory of Dr. Frank Meza.


Evelyn G. Zneimer
City Clerk


Marina Khubesrian, M.D.
Mayor