



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

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

April 15, 2020, at 7:30 p.m.

South Pasadena City Council Statement of Civility

As your elected governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for April 15, 2020 will be conducted remotely and held by video conference. The Meeting will be broadcast live on the City's website (http://www.spectrumstream.com/streaming/south_pasadena/live.cfm) and local cable channels.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating remotely and will not be physically present in the Council Chambers.

If you would like to comment on an agenda item, members of the public may submit their comments in writing for City Council consideration, by emailing them to: ccpubliccomment@southpasadenaca.gov. **Public Comments must be received by 6 p.m., April 14, 2020** to ensure adequate time to compile and post. Public Comment portion of the email is limited to 150 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) if you request for your public comment to be read at the meeting.

CALL TO ORDER: Mayor Robert S. Joe.

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

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Diana Mahmud

SPECIAL PRESENTATION

1. Coronavirus Update and Discussion

CLOSED SESSION ANNOUNCEMENTS

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

PRESENTATIONS

3. Proclamation: DMV/Donate Life

COMMISSION APPOINTMENTS

4. Authorize Commission Appointments

Recommendation

It is recommended that the City Council:

1. Appoint the following residents to the Mobility and Transportation Infrastructure Commission:
 - a. Kim Hughes - Appointment by Mayor Joe
 - b. John Fisher - Appointment by Mayor Pro Tem Mahmud
 - c. Lawrence Abelson - Appointment by Councilmember Cacciotti
 - d. Michelle Hammond - Appointment by Councilmember Khubesrian
 - e. Samuel Zneimer - Appointment by Councilmember Schneider

2. Appoint the following residents to the Public Works Commission:
 - a. Sam Hernandez - Appointment by Mayor Joe
 - b. Julie Riley - Appointment by Mayor Pro Tem Mahmud

- c. Charles Trevino - Appointment by Councilmember Cacciotti
- d. Arcelia Arce - Appointment by Councilmember Khubesrian
- e. David Maling - Appointment by Councilmember Schneider

3. Authorize staff to hold a public lottery subsequent to Council appointments to determine term length for each appointment.

PUBLIC COMMENTS AND SUGGESTIONS

The City Council welcomes public input. Members of the public may address the City Council by emailing: ccpubliccomment@southpasadenaca.gov. Public Comments must be received by 6 p.m., April 14, 2020 to ensure adequate time to compile and post. Public Comment portion of the email is limited to 150 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) if you request for your public comment to be read at the meeting.

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

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 of the Regular City Council Meeting on December 18, 2019

9. Minutes of the Regular City Council Meeting on January 15, 2020

10. Approval of Prepaid Warrants in the Amount of \$819,776.70; ACH Payments in the Amount of \$807,247.70; General City Warrants in the Amount of \$167,671.31

Recommendation

It is recommended that the City Council approve the Warrants as presented.

11. Approval of Updated Mayor’s List of City Council Liaison and Regional Group Appointments for 2020

Recommendation

It is recommended that the City Council approve the Mayor’s Updated list of City Council Liaison and Regional Group Appointments to include Councilmember Richard Schneider as Council Liaison to the Mobility and Transportation Infrastructure Commission and Mayor Robert S. Joe as the Council Liaison to the Public Works Commission.

12. Adoption of Resolution Establishing a Code of Ethics and Conduct Policy Applicable to Elected and Appointed Officials

Recommendation

It is recommended that the City Council adopt a resolution establishing a Code of Ethics and Conduct Policy (Policy) for all elected and appointed officials, including members of advisory boards, commissions and committees to address responsibility, fairness, respect and integrity.

13. Administrative Action for Participation in Disaster Assistance Programs and the Designation of the City Manager as the Authorized Agent to Request Disaster Assistance Funds from the Federal and State Governments

Recommendation

It is recommended that the City Council take administrative action and designate the City Manager as the Authorized Agent to request disaster assistance funds from the Federal and State governments.

14. Approval of First Contract Amendment in the Amount of \$12,000 with RMG Communications for a Total Not-to-Exceed Amount of \$36,375

Recommendation

It is recommended that the City Council approve the first contract amendment to the Professional Services Agreement (PSA) with RMG Communications in the amount of \$12,000, for a total not-to-exceed amount of \$36,375.

15. Temporary Relaxation of Sign Permit Requirements to Support Local Businesses

Recommendation

It is recommended that the City Council receive and file the temporary relaxation of sign permit requirements in accordance with the provisions of the March 18, 2020 Local Emergency Declaration (LED) to support local businesses.

16. Approve Exclusive Franchise Agreements with 1) Navarro’s Towing and 2) Henry’s Towing and Recovery Incorporated for a Total Not-To-Exceed Amount of \$4,408 Over a Period of Four Years Each for Police Towing Services

Recommendation

It is recommended that the City Council approve the non-exclusive franchise agreements for tow truck services under the City’s Police Towing Services Contract to:

- 1) Navarro’s Towing (Navarro’s) for a total not-to-exceed amount of \$4,408 over four years (\$1,102 per year); and
- 2) Henry’s Towing and Recovery Incorporated (Henry’s) for a total not-to-exceed amount of \$4,408 over four years (\$1,102 per year).

ADJOURNMENT

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

May 6, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
May 20, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
June 3, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
June 17, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council Meeting agenda packets are available online at the City website: www.southpasadenaca.gov/agendas

Agenda related documents provided to the City Council are available for public inspection on the City’s website at www.southpasadenaca.gov/agendas. Additional Documents, when presented to City Council, will also be uploaded and available on the City’s website.

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 emailing CityClerk@southpasadenaca.gov or 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. 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. 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.

4/9/2020

Date

/s/

Maria E. Ayala
Chief City Clerk