



**CITY OF SOUTH PASADENA
PUBLIC SAFETY COMMISSION REGULAR MEETING AGENDA**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030
VIA HYBRID / IN-PERSON**

Monday, May 9, 2022 at 8:30 a.m.

South Pasadena Public Safety Commission Statement of Civility

As your appointed 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 today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the Public Safety Commission may conduct its meetings remotely and held via video conference or be physically present in the City Council Chambers. Until further notice, public participation will be conducted via live public comment over ZOOM or in-person.

The Public Safety Commission Meeting for **May 9, 2022** will be conducted hybrid via zoom teleconference and in-person.

Please be advised that pursuant to government code, and to ensure the health and safety of the public, staff, and Commissioners, the Council Chambers will be open to the public for the meeting and members of the public may attend and/or participate by the following means:

The Meeting will be available:

- Via Zoom – **Meeting ID: 841 9322 6718**
- Zoom Link – <https://us06web.zoom.us/j/84193226718>

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the methods below:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom Meeting link: <https://us06web.zoom.us/j/84193226718>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://zoom.us/u/aiXV0TAW2>

CALL TO ORDER

ROLL CALL

Commissioners Walter Cervantes, Bethesda Gee, Jeremy Ding, Ed Donnelly, Lisa Watson, Chair Amin Alsarraf

COUNCIL LIAISON:

Councilmember Jon Primuth

PUBLIC COMMENT AND SUGGESTIONS

The City Council welcomes public input. If you would like to comment on an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 2:

Email public comment(s) to pscpubliccomment@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Agenda item you are submitting public comment on.
- 2) Submit by no later than 6:00pm May 8, 2022.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission 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.

1. Public Comment

ACTION/DISCUSSION

2. Minutes of the Public Safety Commission Meeting of March 14, 2022

Consideration of the minutes of the Public Safety Commission regular meeting of March 14, 2022.

3. Election of a New Chair and Vice Chair

It is recommended that the PSC hold an election of a new Chair and Vice Chair.

4. Finalization of the Public Safety Commission 2022 Work Plan

Discussion and approval of the Public Safety Commission 2022 Work Plan.

INFORMATION REPORTS

5. Information Report on Assembly Bill 481 Regarding the Acquisition and Use of Military Equipment

COMMUNICATIONS

6. City Council Liaison Communications

7. Staff Liaison Communications

8. Commissioner Communications

ADJOURNMENT

PUBLIC ACCESS TO AGENDA DOCUMENTS

The complete agenda packet may be viewed on the City’s website, www.southpasadena.gov.

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City’s YouTube Channel no later than the next business day after the meeting. The City’s YouTube Channel may be accessed at: https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured


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 via e-mail at CityClerk@southpasadenaca.gov or by calling (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, and the City’s website at www.southpasadenaca.gov on **May 5, 2022** as required by law.*

May 5, 2022

Date

 FOR

Brian Solinsky, Chief of Police



CITY OF SOUTH PASADENA
VIA HYBRID / IN-PERSON
CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

PUBLIC SAFETY COMMISSION REGULAR MEETING MINUTES
Monday, March 14, 2022 at 8:30 a.m.

CALL TO ORDER

Date/Time: March 14, 2022 / 8:35 a.m.

ROLL CALL

Commissioners Present: Commissioners Liu Kung, Ding, Watson, Chair Alsarraf
Commissioners Absent: Commissioners Angelats, Donnelly, Vice Chair Cao
Officials Present: Fire Chief Paul Riddle, Police Chief Brian Solinsky, Fire
Operations Division Chief Eric Zanteson, Management Analyst
Alison Wehrle, and Police Department Clerk/Recording Secretary
Laura Mendez
Officials Absent: Councilmember Primuth

PUBLIC COMMENTS AND SUGGESTIONS

1. Public Comment: None

ACTION/DISCUSSION

2. Minutes of the Public Safety Commission Meeting of February 14, 2022

Motion: MOTION BY COMMISSIONER WATSON, AND SECOND BY
COMMISSIONER LIU KUNG, CARRIED 4-0, to approve the
Minutes of the February 14, 2022 Public Safety Commission
Regular Meeting.

Ayes: Commissioners Liu Kung, Ding, Watson, Chair Alsarraf

Noes: None

3. Emergency Operations Plan

Fire Chief Paul Riddle and Operations Division Chief Eric Zanteson provided an introduction to the continued item of the Emergency Operations Plan. The plan will continue to be reviewed and updated as time goes on, with input from management staff

of all City Departments.

Commissioner Donnelly joined the meeting at 8:41 a.m.

INFORMATION REPORTS

4. Public Safety Annual Reports

Fire Chief Paul Riddle and Police Chief Brian Solinsky gave presentations on the annual reports for their respective Departments. Highlights included Department calls for service, public safety statistical trends, accomplishments and challenges, and pandemic response.

COMMUNICATIONS

5. City Council Liaison Communications

None

6. Staff Liaison Communications

Police Chief Brian Solinsky provided a brief update on the reappointment of Commissioners to the City's Commissions at the future City Council meeting on March 16, 2022. Chief Solinsky also mentioned the approaching release of the public safety assessment Request for Proposals (RFP).

7. Commissioner Communications

The Commissioners thanked Chief Paul Riddle and Chief Brian Solinsky for the thorough public safety annual reports. Commissioner Liu Kung mentioned that her term was ending, and also notified the Commission on the updated mask guidelines and health screenings for the South Pasadena School District. Chair Alsaraff thanked Commissioner Liu Kung for her service on the Commission over the past six years.

ADJOURNMENT

Date/Time: March 14, 2022 / 9:59 a.m.

Respectfully Submitted:

Approved By:

Laura Mendez /
Recording Secretary

Amin Alsarraf /
Chair



Public Safety Commission Agenda Report

ITEM NO. 4

DATE: May 9, 2022

FROM: Brian Solinsky, Chief of Police
Paul Riddle, Fire Chief

SUBJECT: **Finalization of the Public Safety Commission 2022 Work Plan**

After the initial introduction at the February 14, 2022 Public Safety Commission regular meeting, staff is seeking a recommendation on the finalization of the Commission's 2022 draft work plan.

Attachments:

- A. City of South Pasadena Strategic Plan
- B. Public Safety Commission 2022 Draft Work Plan

ATTACHMENT A
City of South Pasadena Strategic Plan

City of South Pasadena STRATEGIC PLAN 2021-2026



VISION STATEMENT

We are a culturally and economically diverse, and fiercely independent community that cherishes creativity, education and our small town character, committed to building a more just and environmentally and financially sustainable future.

2021-2026 STRATEGIC PLAN

1. Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future

Task	Action Item	Target Date	Department	Status
1a. Long Range Financial Plan	Complete Indirect Cost Allocation Plan to increase potential reimbursement for staff time on grants and special fund projects.	FY 22-23	Finance	
1b. Reduce CalPERS unfunded liability	Explore and recommend options to reduce CalPERS and OPEB liability.	FY 21-22	Finance	
1c. Financial policies	Develop comprehensive Finance Department Policies and Procedures manual.	FY 21-22	Finance	
1d. Business License Tax	Research and recommend update to business license tax, business classifications and tax rates.	FY 22-23	Finance	
1e. Library Parcel Tax	Library Parcel Tax Renewal	FY 22-23	Finance/Library	Election: November 8, 2022

2021-2026 STRATEGIC PLAN

2. Create a Strong Economic Development Strategy to Strengthen Local Business

Task	Action Item	Target Date	Department	Status
2a. Technology Upgrade	Recommend permit software & funding for building and planning to track permits online and streamline approval processes	FY 21-22 FY 22-23	Community Development	
2b. Economic Development Program	Develop and Launch Economic Program <ul style="list-style-type: none"> • City Branding and Marketing Plan • New City website • New Econ Dev website • Ombudsman services • develop a Guide on 'How to Do Business in the City' 	FY 22-23	City Manager's Office	
2c. Economic Development Plan	Produce a permit application guide to help streamline application process.	FY 21-22	City Manager's Office/ Community Development	
2d. Redevelopment of Recreational Facilities	Evaluate redevelopment opportunities of recreational facilities in the Arroyo, including seeking restaurant operator at golf course.	FY 22-23	Community Services	Interviews for Restaurant consultant Dec 3, 21, Closed Session on I-tennis lease Dec 1
2e. Parking Policy	Create comprehensive parking policy for the City.	FY 22-23	Community Development	

2021-2026 STRATEGIC PLAN

3. Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts

Task	Action Item	Target Date	Department	Status
3a. Seismic Regulations	Contract with consultant to complete inventory of soft story buildings in preparation for consideration of future regulations.	FY-22-23	Community Development	
3b. Crisis Comm. Systems	Promote crisis communication systems. City applied for and was granted licensing to conduct Wireless Emergency Alerting (WEA).	Ongoing	Fire/Police	Blackboard Connect was renewed with an updated platform. Nixle is maintained by PD dispatch.
3c. Local Emergency Partnerships	Prepare needs analysis & implementation schedule to address gaps in disaster coverage and seek appropriate contracts. Renew the city's Emergency Operations Plan (EOP) and Local Hazard Mitigation Plan (LHMP). Obtain Planet Bid for establishing contracts with vendors during a disaster.	FY-22-23	Fire/Police	EOP will be brought before stakeholders and City Council during first quarter of 2022. LHMP will be brought before City Council during fourth quarter of 2022.
3d. Emergency Preparedness	Initiate regular Emergency Operations Center (EOC) training for Department Directors and staff. Training will be provided during the renewals of the EOP and LHMP.	FY22-23	Fire/Police	
3e. Wildfire Mitigation	Work with SGVCOG and apply for grants on wildfire mitigation on city-owned vacant lots. Research alternative methods of controlling/mitigating hazardous vegetation in the City's high hazard brush area.	FY 22-23	Fire	Chief Riddle attended a webinar in early November 2021 hosted by SGVCOG and will be point of contact for future opportunities/discussions.
3f. Homeless Initiatives	<ul style="list-style-type: none"> Participate in Mental Health/Crisis Intervention Program (CAHOOTS model) Expand working relationship with community partners and Union Station 	FY 21-22	Police/ Community Development	RFP being drafted for April implementation

2021-2026 STRATEGIC PLAN

4. Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.

Task	Action Item	Target Date	Department	
4a. Renewable Energy	Implement Climate Action Plan for environmental initiatives. <ul style="list-style-type: none"> Roll out electric leafblower program (FY22-23) 	FY 21-22 through FY 25-26	Public Works	
4b. Water Resources	Implement Integrated Water Resources Plan to address ongoing aging infrastructure challenges, operational and supply sources, financial strategies, and a drought proof City.	FY 21-22 through FY 25-26	Public Works	
4c. Pocket Parks	Award design contract and break ground on Berkshire & Grevelia pocket park project.	FY 21-22	Community Services	Construction documents underway (2/28/21)
4d. Transportation and Mobility Projects	Contract technical team in anticipation of TDM TSM alternative.	FY 22-23	Public Works	
4e. Capital Improvement Program	Bring forward a comprehensive Capital Improvement Plan (CIP).	FY 21-22	Public Works	
4f. Mobility Master Plan	Update mobility master plan, with consideration for bike lanes, mobility, walkability, and neighborhood traffic management.	FY 22-23	Public Works	
4g. Traffic Management	Neighborhood Traffic management Policy Adoption and Implementation.	FY 22-23	Public Works	
4h. Facilities Assessment	Conduct assessment of city facilities to determine repair costs for municipal buildings and costs for enhanced security measures and space planning.	FY 22-23	Public Works/ Mgmt Svcs/ Community Development	
4i. Electrify fleet	Pursue electrification of city fleet.	FY 21-22 through FY 25-26	Public Works/Fire/ Police/Community Svcs	PD: 1/19/21 Council Meeting CSD: new electric van 6/1/21

2021-2026 STRATEGIC PLAN

5. Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

Task	Action Item	Target Date	Department	Status
5a. City Housing Division	Create a Housing Division in Community Development Department to focus on Housing related matters including funding opportunities, land use, partnership with stakeholder groups including other governments, federal and state laws, tenant protections/ relocation assistance measures.	FY 21-22	Community Development	
5b. SB 381/ sale of unoccupied Caltrans properties	Implementation of SB 381 <ul style="list-style-type: none"> Commence policy discussions on the acquisition of unoccupied Caltrans surplus properties. Identify HRE's to work with the City Explore formation of Community Land Trust. 	FY 21-22	Community Development	Staff scheduled to take an update to Council at the Dec. 1st City Council meeting
5c. Affordable Housing policies	Produce information on Inclusionary Housing Ordinance and ADU Ordinance. Public education on new housing laws affecting cities.	FY 21-22 FY 2-23	Community Development	
5d. Housing Support	Present Occupancy inspection program and policy for adoption.	FY 22-23	Community Development	
5e. Homeless Initiatives	<ul style="list-style-type: none"> Continue working with the SGVCOG on region-wide solutions 	FY 21-22	Police/ Community Development	RFP being drafted for April implementation

2021-2026 STRATEGIC PLAN

6. Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.

Task	Action Item	Target Date	Department	Status
6a. Accessibility/ Customer Service	Bring forward a recommendation for an automated customer care application.	FY 22-23	City Manager's Office (CMO)	
6b. Centralized Operations	Centralize grants management and contract management.	FY 21-22	Management Services	
6c. Update Policies	Develop comprehensive administrative policies manual – including ADA, FMLA, Harassment, etc. with the Internal Policy Committee. <ul style="list-style-type: none"> • Police Department assessment. • Update the Rules & Regs 	FY 21-22	Management Services	PD Assessment: RFQ released on December 2021: RFP scheduled to be released in March 2022; City Council to approve contact in May 2022
6d. Improve technology	Create an IT Master Plan for introducing or updating technologies in all departments.	FY 21-22	Management Services	
6e. Public Engagement	Establish and implement a targeted Community Outreach Program.	FY 21-22	CMO	
6f. Governance	Review all Boards and Commissions.	FY 21-22	CMO/ Mgmt. Services	
6g. Governance	Undertake process for Redistricting.	FY 21-22	Management Services	
6h. City Workforce	Pursue a healthy Workplace Culture including efforts to raise employee morale <ul style="list-style-type: none"> • Establish Employee Committee to assist with morale boosting initiatives and events • Create new Training and Mentoring Program • Create new branding for HR and City through Onboarding Process. 	Ongoing	CMO/ Mgmt. Services	
6i. Modernize Division	Human Resources Division enhancements.	Ongoing	Management Services	

ATTACHMENT B
Public Safety Commission 2022 Draft Work Plan

Public Safety Commission

2022 Work Plan



Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
			February	
Homeless Outreach and Housing Update	Update presentation on the homeless and 2021 homeless count	Chief Solinsky	March	Update on the HOPE Unit and additional program resources
Police and Fire Annual Reports	Present Police and Fire Department Annual Reports	Chief Solinsky and Chief Riddle		Receive and File Annual Reports
Open	Emergency Operations Plan	Chief Riddle	April	Community Outreach and Education
Open	Local Hazard Mitigation Plan	Chief Riddle	May	Community Outreach and Education
National Night Out and Police/Fire Open House	Organize Police and Fire NNO Event	Chief Solinsky Chief Riddle	June	Community Outreach and Education
Police Department Assessment	Provide an update on the process	Chief Solinsky		Update on the Assessment
No Meeting	No Meeting	No Meeting	July	No Meeting
Fire Prevention and Safety	Public Outreach and Education	Chief Riddle	August	Community Outreach and Education
Open			September	
Earthquake and Disaster Preparedness	Organize Citywide Drill/ Training Exercise	Chief Riddle	October	Ability to Respond/Recover from Disaster

No Meeting	No Meeting	No Meeting	November	No Meeting
PSC Annual Report and 2023 Work Plan		Police Chief Chief Riddle	December	Community Outreach and Education

DRAFT



Public Safety Commission Agenda Report

ITEM NO. 5

DATE: May 9, 2022

FROM: Brian Solinsky, Chief of Police
Thomas Jacobs, Lieutenant

SUBJECT: **Information Report on Assembly Bill 481 Regarding the Acquisition and Use of Military Equipment**

Background

Included here is an information item regarding Assembly Bill 481 for presentation to the Public Safety Commission. A full presentation and the first reading of the ordinance will take place at the City Council Regular Meeting on Wednesday, May 18, 2022. On September 30, 2021, Governor Newsome signed Assembly Bill 481 (AB 481 Chiu). AB 481 is intended to increase transparency, accountability, and oversight surrounding the acquisition and use of military equipment by state and local law enforcement, including but not limited to armored or weaponized vehicles, large-caliber firearms, and explosive projectile launchers, explosive breaching tools, or "flashbang" grenades. There is no intended purchase of equipment that would fall under the purview of this policy in this fiscal year.

This statute requires any law enforcement agency to obtain approval from the agency's governing body before purchasing, raising funds for, or acquiring military equipment, by any means, including requesting surplus military equipment from the federal government.

Agencies are also required to seek governing body approval before collaborating with another law enforcement agency, such as mutual aid with local, state, or federal entities, in the deployment or use of military equipment within the governing body's territorial jurisdiction, or before using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.

Governing body approval must take the form of an ordinance adopting a publicly released, written military equipment use policy, which must address specific topics, including the type, quantity, capabilities, purposes, and authorized uses of each type of military equipment, the fiscal impact of their acquisition and use, the legal and procedural rules that govern their use, the training required by any officer allowed to use them, the mechanisms in place to ensure policy compliance, and the procedures by which the public may register complaints. The governing body must consider a proposed military equipment use policy in an open session and may only approve a military

equipment use policy if it makes various specific findings regarding the necessity of the military equipment and the lack of reasonable alternatives.

For law enforcement agencies that already have existing military equipment, this statute provides a temporary exemption but requires agencies to seek governing body approval for the continued use of that equipment.

There are currently no new purchases of equipment for the South Pasadena Police Department. This is to maintain compliance with the current equipment already in the Department's inventory.

AB 481 Definition of Military Equipment (Government Code 7070)

The Assembly Bill has created Government Code 7070 to designate the following 15 categories of items as military equipment:

Category 1: Unmanned, remotely piloted, powered aerial or ground vehicles

Category 2: Mine-resistant ambush-protected vehicles or armored personnel carriers

Category 3: High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached

Category 4: Tracked armored vehicles that provide ballistic protection to their occupants

Category 5: Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units

Category 6: Weaponized aircraft, vessels, or vehicles of any kind

Category 7: Battering rams, slugs, and breaching apparatuses that are explosive in nature

Category 8: Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition

Category 9: Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code §30515, with the exception of standard-issue handguns

Category 10: Any firearm or firearm accessory that is designed to launch explosive projectiles

Category 11: Noise-flash diversionary devices and explosive breaching tools

Category 12: Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray

Category 13: TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices

Category 14: Kinetic energy weapons and munitions

Category 15: Any other equipment as determined by a governing body or a state agency to require additional oversight

The South Pasadena Police Department is in current possession of items in Categories 9, 11, 12, and 14 from the above list. Further details and a formal presentation for the first reading of the ordinance will be provided at the May 18, 2022 City Council Regular Meeting.