



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

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

Monday, December 11, 2023 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

The South Pasadena Public Safety Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

The Public Safety Commission Meeting for **December 11, 2023** will be broadcasted via zoom teleconference and will take place in-person.

To maximize public safety, members of the public may attend and/or participate by the following means:

The Meeting will be available:

- In-person: 1424 Mission Street, South Pasadena, CA 91030
- 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 Tricia Desmarais, Armando Munoz, Walter Cervantes, Bethesda Gee, Amin Alsarraf, Vice Chair Lisa Watson, Chair Ed Donnelly

COUNCIL LIAISON:

Councilmember Michael Cacciotti

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. 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 December 10, 2023.

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 Regular Meeting of September 11, 2023**
Consideration of the minutes of the Public Safety Commission Regular Meeting of September 11, 2023.

INFORMATION REPORTS

3. **Review of Fire Department 2022 Annual Report**
Informational report and review of the Fire Department’s 2022 annual report.
4. **Informational Update on Police Department Tesla Fleet Project**
Informational report on the Police Department’s Tesla Fleet Project.

COMMUNICATIONS

5. **City Council Liaison Communications**
6. **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.southpasadenaca.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

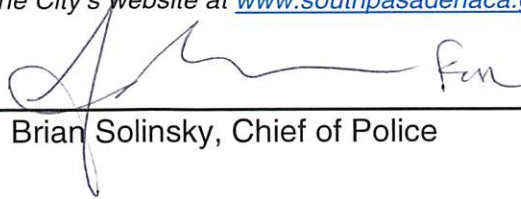
ACCOMMODATIONS

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 December 7, 2023 as required by law.

December 7, 2023

Date



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, September 11, 2023 at 8:30 a.m.

CALL TO ORDER

Date/Time: September 11, 2023 / 8:33 a.m.

ROLL CALL

Commissioners Present: Commissioners Munoz, Gee, Vice Chair Watson, Chair Donnelly
Commissioners Absent: Commissioners Desmarais, Cervantes, Alsarraf
Officials Present: Councilmember Michael Cacciotti, Police Chief Brian Solinsky, Fire Chief Paul Riddle, Management Analyst Alison Wehrle
Officials Absent: None

PUBLIC COMMENTS AND SUGGESTIONS

1. **Public Comment:** None

ACTION/DISCUSSION

2. **Minutes of the Public Safety Commission Regular Meeting of August 14, 2023**

Motion: MOTION BY VICE CHAIR WATSON AND SECOND BY COMMISSIONER MUNOZ, CARRIED 4-0, to approve the Minutes of the August 14, 2023 Public Safety Commission Regular Meeting as presented.

Ayes: Commissioners Munoz, Gee, Vice Chair Watson, Chair Donnelly

Noes: None

Abstain: None

3. **Annual Review of the South Pasadena Police Department AB 481 Military Equipment Policy, Ordinance 2365**

Chief of Police Brian Solinsky provided a presentation detailing the Department's Military Equipment Policy. AB 481 went into effective in 2022, and requires every law enforcement agency to provide a conclusive overview of the agency's military equipment inventory, designated purpose, utilizations or deployments, and associated costs on an annual basis. The Commissioners asked questions regarding the policy, training, and the equipment, which were addressed by Chief Solinsky.

Motion: MOTION BY COMMISSIONER CERVANTES AND SECOND BY COMMISSIONER GEE, CARRIED 5-0, to recommend City Council review and renewal of the Police Department's AB 481 Military Equipment Policy as part of ordinance 2365.

Ayes: Commissioners Munoz, Cervantes, Gee, Vice Chair Watson, Chair Donnelly

Noes: None

Abstain: None

Councilmember Cacciotti joined the meeting at 8:38 a.m.
Commissioner Cervantes joined the dais at 8:43 a.m.
Commissioner Gee left the dais and joined via Zoom at 8:56 a.m.

INFORMATION REPORTS

No items

COMMUNICATIONS

4. City Council Liaison Communications

Councilmember Cacciotti gave an update on the SGVCOG homeless committee meeting regarding a newly approved contract for a tiny home community for unhoused individuals and provided an update on local homelessness within the City.

5. Staff Liaison Communications

Fire Chief Paul Riddle presented a brief update on staffing levels for the Fire Department and mentioned that the Department received a gold standard award for cardiac care. Chief of Police Brian Solinsky updated the Commission on Police Department staffing, the upcoming Police Department assessment additional outreach meeting, and homelessness trends.

6. Commissioner Communications

Chair Donnelly thanked City staff for the 9/11 tribute held in front of City Hall. Commissioner Cervantes thanked the Police Department for all the Department does within the City.

ADJOURNMENT

Date/Time: September 11, 2023 / 9:25 a.m.

Respectfully Submitted:

Approved By:

Alison Wehrle
Recording Secretary

Ed Donnelly
Chair



Public Safety Commission Agenda Report

ITEM NO. 3

DATE: December 11, 2023
TO: Public Safety Commission
FROM: Paul Riddle, Fire Chief
SUBJECT: **Review of Fire Department 2022 Annual Report**

An informational report will be provided at the meeting for the Commission to review and ask questions regarding the Fire Department's annual report.



Public Safety Commission Agenda Report

ITEM NO. 4

DATE: December 11, 2023

TO: Public Safety Commission

FROM: Brian Solinsky, Chief of Police
Tony Abdalla, Detective Sergeant

SUBJECT: **Informational Update on Police Department Tesla Fleet Project**

On September 21, 2022, the City Council approved an item related to the Electrification of City Hall and the transition of the entire Police vehicle fleet to electric vehicles. The approved transition included procuring 20 Tesla vehicles (10 Model Y vehicles for patrol operations and 10 Model 3 vehicles for administrative and detective use) through a five-year leasing program with Enterprise Fleet Management (EFM). Additionally, charging infrastructure to support an all-EV fleet was also approved including procuring, installing, and maintaining 34 level 2 chargers in partnership with the Southern California Edison (SCE) Charge Ready Program for the City Hall internal and external parking lots, as well as a solar array and battery back-up project with Clean Power Alliance (CPA) at the parking lot located at Hope and Mound.

The following provides a high-level summary of implementation efforts, timelines and costs, and the attached spreadsheets provide more detailed cost figures for the electrification and EV transition projects:

- On October 25, 2022, EFM placed an order with Tesla's Fleet Team for 10 Model 3 vehicles. Since Tesla prioritizes fleet orders over retail orders, all 10 Model 3's were delivered earlier than anticipated on December 22, 2022. All 10 Model 3's for administrative and detective use were placed into service almost immediately.
- On December 22, 2022, EFM placed an order for ten Model Y vehicles. Once again due to Tesla's prioritization, all 10 Model Y vehicles (of which being the new 2023 model year) were delivered earlier than anticipated on January 23, 2023. Between the time of order placement and delivery, Tesla had reduced the MSRP of the Model Y by a significant amount. Staff immediately reached out to EFM to inquire about either receiving a price adjustment for the reduction or canceling and re-placing the purchase in order to receive the updated pricing. On February 22, 2023, staff was notified that Tesla would honor the price reduction, as the vehicles had been ordered but not yet delivered. EFM has let staff know they will be

reducing the monthly lease expenses related to the Model Y vehicles once the credit is received from Tesla. EFM is working with Tesla regarding the refunded amount due, but do not yet have a definitive date for the completion of the refund.

- On February 3, 2023, the city was awarded \$499,789 by the South Coast Air Quality Management District under the Mobile Source Air Pollution Reduction Committee's Transformative Strategies & Mobility Solutions Program. The award is targeted to reduce the annual lease expense of the Model Y vehicles by half and to also pay for a portion of the infrastructure.
- On February 7, 2023, one Model Y and one Model 3 were transported to the selected vehicle upfitter, Unplugged Performance in the City of Hawthorne in order to start the upfitting process. The upfitting process includes, but is not limited to, research and development, procuring parts from multiple vendors, installation of equipment, and programming of computer-based systems. Supply chain issues have proved to be a challenge while procuring necessary equipment, though the challenges do seem to be easing as the project moves forward.
- On March 1, 2023, staff went before the City Council to provide an update on the City's electrification project which included revised financials estimating a reduction in the annual lease expense by approximately \$8,400 per year, and an approximate \$9,400 increase in the one-time down payment related to inflationary upfitting expenses.
- On August 16, 2023, staff presented an additional quarterly update to the City Council. This item included a progress update regarding the charging infrastructure with SCE, final approval by the AQMD/MSRC of their contract award, additional vehicles being delivered to Unplugged Performance to start the upfitting process, and a notification of increased lease payments pending auction of existing fleet vehicles.
- On September 27, 2023, the first Model Y patrol vehicle was delivered to the police department from Unplugged Performance and entered a pilot phase for testing and validation. Currently, five additional Model Y vehicles and two Model 3 vehicles are in various stages of the upfitting process, and the City's upfitting partner, Unplugged Performance, is committed to expediting supply chain and labor timelines to meet the agency's revised timelines. The current goal is to have the remaining vehicles in the fleet upfitted and delivered to the police department by the end of the year.
- On October 5, 2023, staff had an initial meeting with representatives from EFM to start the auction process on existing fleet vehicles. As vehicles are down-fitted and usable equipment is removed in order to be repurposed on the new vehicles, EFM will arrange for transportation of the older vehicles to auction. Staff anticipates releasing the first administrative vehicles to EFM for auction in November/December 2023 and patrol vehicles as the Tesla replacement vehicles

are upfitted and placed into service along with the construction and installation of the City Hall charging infrastructure.

- On December 6, 2023, the remaining Model Ys were transported to Unplugged Performance to begin upfitting. As of this date, all Model Y vehicles are in the upfitting process.

Staff is working closely with SCE in order to move the infrastructure portion of the project forward. Staff and the City's Electrification consultant are working to schedule SCE to attend and present an update on infrastructure timelines and next steps, as well as an update on the beginning of construction for the City Hall parking lot chargers installations, in December 2023. Per our agreement and on-going work with SCE on this project, the City has upkept our deliverables timely: chargers have been procured, project design has been approved, and an easement which permits SCE's portion of the project to move forward has been granted. A time estimate for SCE for ground-breaking will be provided as soon as it is available.