



Additional Documents Distributed for the Regular City Council Meeting January 18, 2017

Item No.	Agenda Item Description	Distributor	Document
6	Public Hearing Regarding the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District	Paul Toor, Public Works Director	PowerPoint, Staff Presentation
PC	Public Comment	Michael Gutierrez	Email to Council
PC	Public Comment	Ernie Arnold	Handout, "Help Our U.S. Marine Families" Fundraiser
PC	Public Comment	John Genovese	Handout, "Proposal to Eliminate Gridlock at Diamond Ave. between El Centro Street and Mission Street and Questions for the City Council
14	Review and Approval of the City Co-Sponsorship Policy with City Committees and South Pasadena Nonprofit Organizations	Diana Mahmud, Councilmember	Memo to Council, Revisions to Co-Sponsorship Policy
20	Adoption of Initial Study and Mitigated Negative Declaration for the Graves Reservoir Replacement Project	Paul Toor, Public Works Director	PowerPoint, Staff Presentation
22	Adoption of a Resolution to Establish a Complete Streets Policy for the City of South Pasadena	Diana Mahmud, Councilmember	Memo to Council, Revisions to Complete Streets Policy

LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT

JANUARY 18, 2017

City of South Pasadena



History of the LLMD

- City Council previously approved formation of the Landscape and Lighting Maintenance District (LLMD) pursuant to Landscape and Lighting Act of 1972
- Since 1997 South Pasadena has not increased the annual LLMD Assessment
- Currently the LLMD funds maintenance and operation of:

Trees	Parkway Landscape
Street Lights	Traffic Signals



Forestry Challenges

- Aging Forestry
- Diseased and Declining Trees
- Vacant Tree Wells
- Drought Conditions
- Increase in City claims due to fallen limbs and branches
- General Fund is subsidizing the LLMD
- Increase in Operational Costs due to Prevailing Wage Increases



Example of Dead Tree on Fair Oaks

Proposed LLMD Update

- LLMD Update is being proposed to bring Assessments up to date with current operating costs
- Proposed LLMD will fund Operation and maintenance of:
 - Landscape and Trees within the District
 - Street Lighting within the District
- The Proposed assessment revenue will be exclusively used for Trees and Street Lighting



LLMD Updated Annual Assessment

Comparison of Existing Assessed Rate vs. Proposed Assessed Rate

Item	Zone 1	Zone 2	Zone 3	Zone 4
Existing Assessed Rates (Annual)	\$97.12	\$104.09	\$78.92	\$71.26
Proposed Assessed Rates (Annual)	\$114.08	\$114.08	\$114.08	\$85.56
Change in Assessment Rate (Annual)	\$16.96	\$9.99	\$35.16	\$14.30
Change in Assessment Rate (Monthly)	\$1.41	\$0.83	\$2.93	\$1.19
Total EDUs in Zone	1,856.01	2,050.16	6,101.24	301.95

Average Annual Change in Assessment Rate: \$19.10

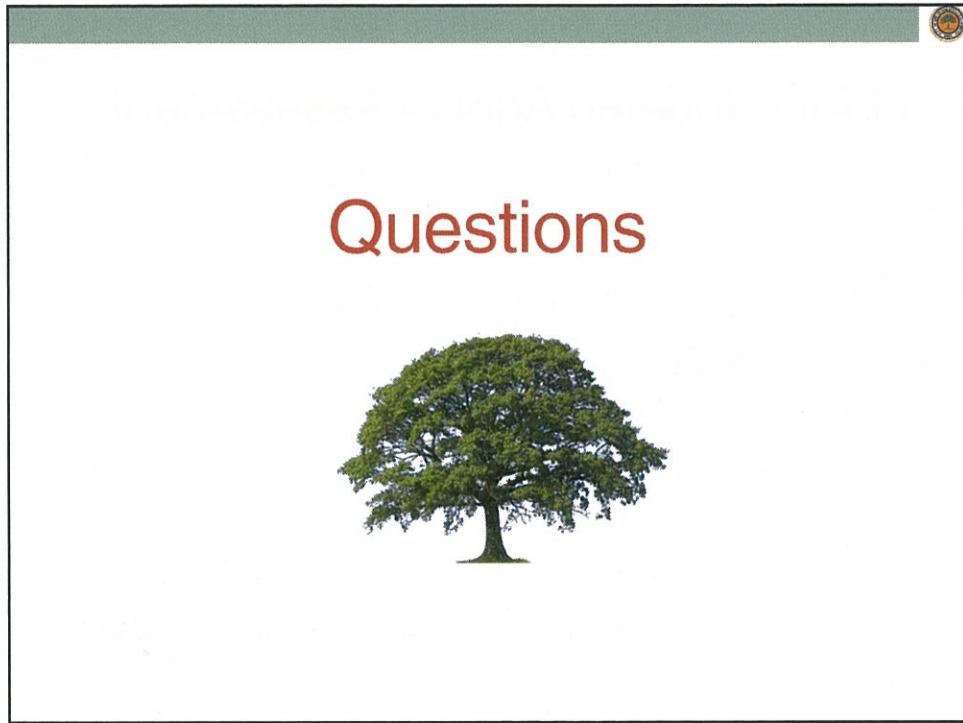
Weighted Average Annual Change in Assessment Rate: \$26.27




LLMD Update Process

- Adopt Resolution of Initiation and Prepare Engineer's Report (completed on August 17, 2016)
- Approve Engineers Report and Adopt a Resolution of Intention (completed on November 16, 2016)
- Send Notice of Public Hearing and Ballot (completed on December 2, 2016)
- Conduct Public Hearing, Collect and Tabulate Ballots (January 18, 2017)
- Take appropriate action (February 1, 2017)





Questions



Natalie Sanchez

From: Michael Gutierrez [REDACTED]
Sent: Wednesday, January 18, 2017 12:44 PM
To: City Clerk's Division
Subject: Good morning

My name is Michael Gutierrez I've lived in our lovely town for 12 years. I volunteer at the Senior center delivering meals for the last 3 years.
I live at 619 Charter Oak St. which is behind 623 Charter Oak St. There are 5 2 bedroom rental homes on the property.
My backyard butts up to the back of a 5 car garage belonging to 618 Magnolia



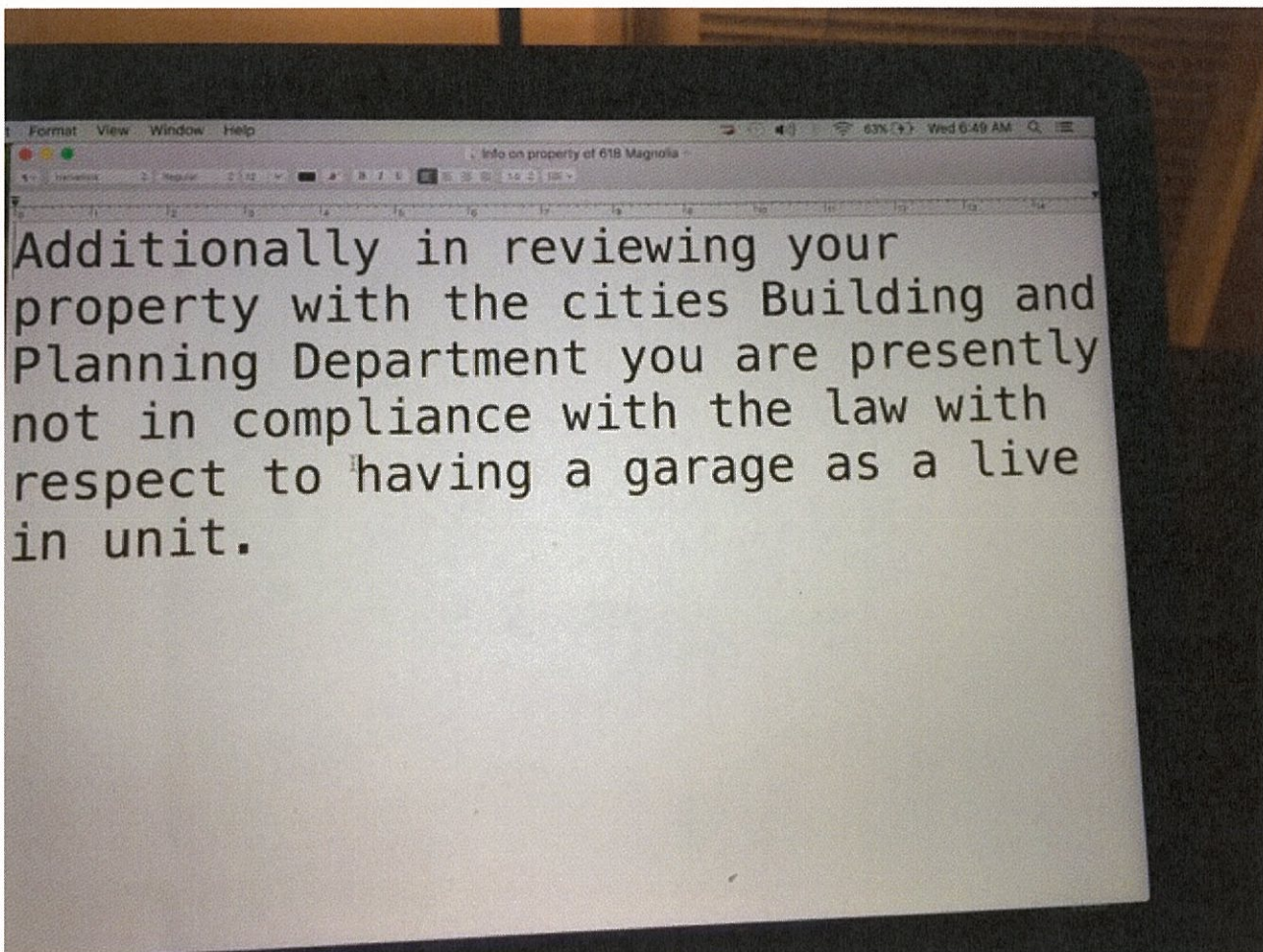
St.
As long as I have lived here there has always been someone living in the garage.
6 years ago we had a second hand smoke problem coming from the patio area outside the front door of the garage. Picture below. As you can see there is a front door with a porch light and a sliding door.



The previous property owner checked with building and permits here in the city and found out to add a dwelling unit you need a minimum of 12000 sq. ft property.

The office pulled the information on 618 Magnolia and found they are on a 11400 sq.ft. lot below the minimum required by the city. We also learned the property and updated the electrical and water with permits but no permit for structural.

The second had smoke issue was resolved with a letter to the property owners who live off the property somewhere in the city and the person living in the garage. Below is the segment of the letter that was sent to the property owners and the person living in the garage.



After our research I contacted Code Enforcement stating that someone is living full time in the garage. They came out but said that there is nothing wrong with someone spending time in their garage and they the code enforcement officer said he can not go on the property to see what I know. I explained I here the tv on day and night and on hot summer night the small ac unit is running till morning.



Well 6 years later the person now has a dog and is barking in the middle of the night waking up households. I call the police and report the barking they come out quiet lasts a few days and then returns. We feel we are between a rock and a hard place. The police can go back there on a complaint but code enforcement can't.

I made peace with the ac running at night and people watching tv but a barking dog I can't allow.

Thank you for your time.
Michael Gutierrez

City of South Pasadena Help our U.S. Marine Families



Two great service clubs in South Pasadena come together with the City of South Pasadena, South Pasadena Fire Fighters Assn, and The MOMS Club, to lead a community drive to support U.S. Marine Corps families at Camp Pendleton.

There are over 5,000 children under the age of 6 on base at Camp Pendleton. Let's support our soldiers families when they are deployed for us.

When: February 4, 2017

Where: South Pasadena Fire Department – 817 Mound Street

Time: 9 a.m. – 2 p.m.

What can you do? Drop off new or gently used baby, toddler and household items (no books or furniture other than playpens please):

- Baby clothes
- Disposable diapers (all sizes)
- Crib linens (new or gently used)
- Baby blankets
- Playpens
- School back packs
- Notebooks and paper
- Crayons & washable markers
- Pencils
- Umbrella strollers

Household items:

- Pots & pans
- Dishes
- Shelf liner (new)
- Bed linens
- Beverage glasses
- Blankets
- Kitchen utensils

Call: Ernie Arnold, Kiwanis – (626) 379 0776 Camille Levee, Rotary – (626) 201-2889

EARNOLD
Additional Material
AGENDA ITEM # PC
1/18/17 City Council Mtg.

Proposal to eliminlate gridlock at Diamond Avenue between El Centro street and Mission street

Traffic on Diamond Avenue Between Mission Street and El Centro Street during peak driving hours is a calamity.

Residents of Golden Oaks apartments have a very difficult time entering and departing through a security gate located on Diamond Ave. Gridlocks are a very common occurrence, especially at the intersection of Mission and Diamond streets. Diamond Ave. is currently a one way street Between Oxley and El Centro streets. If the one way through-fare were extended one block more towards Mission street, it would avoid the calamitous conditions that are now existing.

As the condition now exists on Diamond Ave. there is parking on both sides of the street. The average width of a standard auto is 6 1/4 feet. With side view mirrors on both sides the width is approximately 6 3/4 feet. The width of the street is 28 feet. Four autos abreast of each other requires approximately 27 feet. Therefore lies the problem during heavy traffic conditions.

There are two approaches that could eliminate the gridlock situation. Eliminate parking on one side of the street or make it a one way thorough fare. Eliminating the parking on one side would be the most desirable.

The residents of South Pasadena would be appreciative if the current dilemma were resolved.

Sincerely,
WWII Veteran & Golden Oaks resident

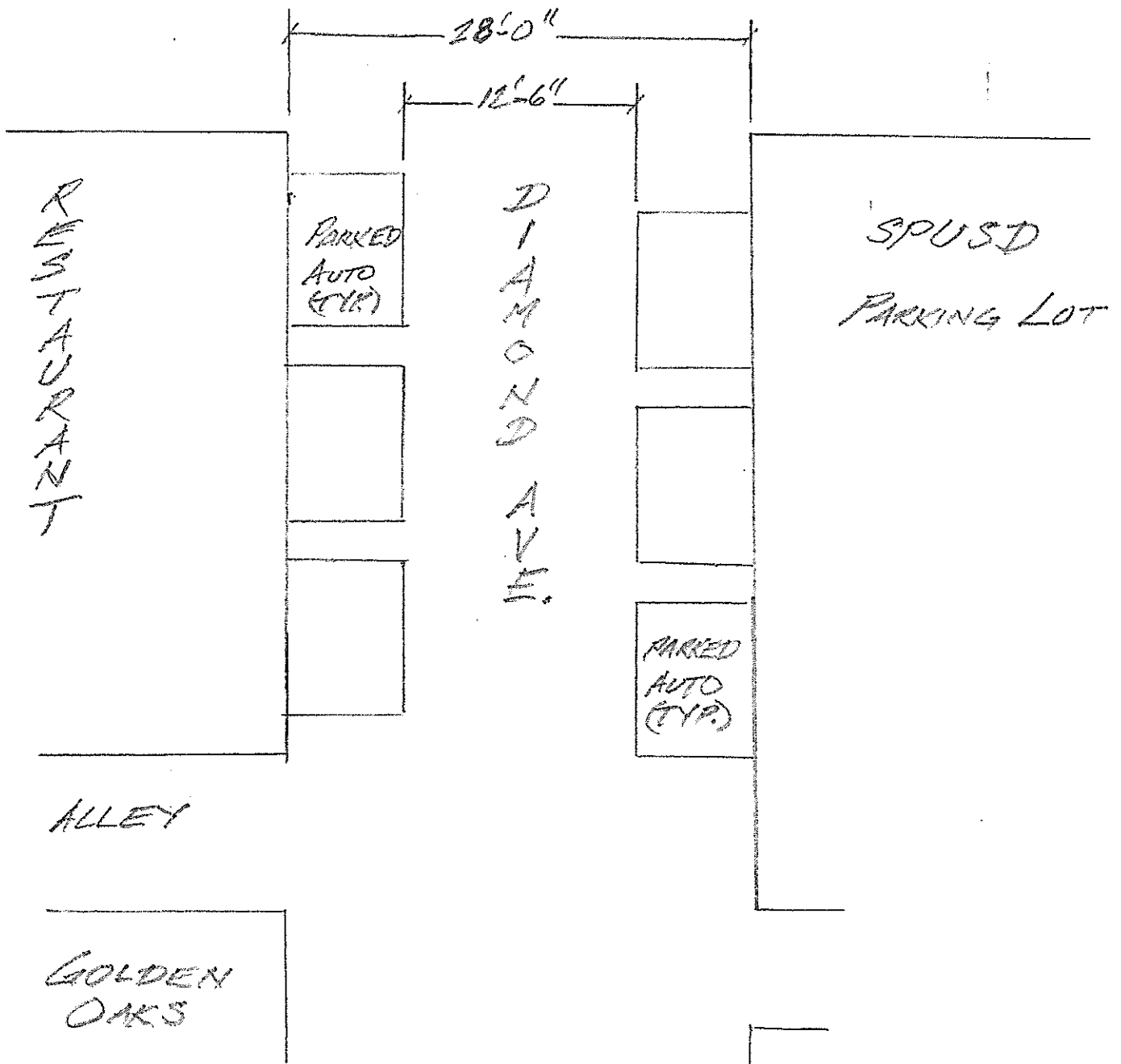


John Genovese

cc: South Pasadena Review

SKETCH FOR PROPOSAL OF
DIAMOND AVE. DILEMMA

MISSION STREET



CAN YOU VISUALIZE 4 CARS ABREAST OF EACH OTHER ON THIS STREET?



GRIDLOCK INTERSECTION

Questions for City Council

1. Is traffic control in South Pasadena handled by City, County, or State?
2. Does the City have a traffic control engineer?
3. Does the City have any multi-storied parking structures?
4. Neighbor city Alhambra has built multi-storied parking structures, some of which allow merchant employees and shoppers 4 hours of free parking. Is South Pasadena going to lose shoppers due to not having the resources to do something similar?
5. Commuters driving north on Orange Grove Ave. from Mission St. to enter the southbound 110 freeway ramp, sometimes have to wait up to a minute or more with no on-coming traffic. This could be remedied with sensor controls for signal lights. Is it possible the city could persuade the State to do this for us?

Submitted by John Genovese
Retired Electrical Designer
Formerly employed by
C.F. Braun, Ralph M. Parsons
Bechtel Corp., Fluor Corp.

GENOVA123@YAHOO.COM

Memo

Date: January 18, 2017

To: The Honorable City Council

From: Sheila Pautsch, Community Services Director

Via: Sergio Gonzalez, City Manager

Re: January 18, 2017 City Council Meeting, Additional Document for Item No. 14 -
Review and Approval of the City Co-Sponsorship Policy with City Committees
and South Pasadena Nonprofit Organizations

Attached for your consideration are proposed edits by Councilmember Mahmud to the Co-Sponsorship Policy.

Mahmud
Additional Material
AGENDA ITEM # 14
1/18/17 City Council Mtg.

Introduction:

The City of South Pasadena (City) routinely receives requests from nonprofit organizations, service clubs, and others requesting to co-sponsor various activities, or to waive temporary use permit fees and /or rental fees for the use of City facilities. Examples of these activities include public music performances, art exhibitions, cultural, service club, sporting and school events.

Recognizing the value of partnering with local organizations and the benefits to the community while still upholding its fiscal responsibilities, the City has established the following policy to direct when fees may be waived or co-sponsorship approved.

Policy:

Fees may be waived or reduced when co-sponsored by the City when the City Council makes a determination that the program or event: 1) is of significant value to the community or to a significant portion of its residents; and 2) is within the scope of services normally provided by the City.

Before recommending approval, the City Manager, or his/her designee, will also consider factors including but not limited to: 1) benefit to the City; 2) proposed event location and time of day; and 3) impact on the surrounding neighborhood, City staff and resources.

While individuals, organizations, agencies, and private enterprises **within South Pasadena** may qualify for fee waivers or co-sponsorship based on meeting this policy's criteria, the City does not guarantee all requests will be accommodated. The City Council, or its designee, may determine not to provide support, due to lack of adequate funds or other resources, or when the request represents a conflict of interest or is not in the best interest of the City.

Activities specifically prohibited from City co-sponsorship or waiver of fees include those that: 1) enhance private business; 2) held on behalf of, in support of, or in opposition to any political candidate or ballot measure or advocate a political position; 3) advocate or promote adult – oriented businesses; or 4) solicit criminal activity. Religious organizations, companies or groups may obtain fee waivers or co-sponsorships if the proposed program, event, or project neither promotes religious messages nor advocates for or promotes religious beliefs.

All resources to be provided by the City in co-sponsorship of an event or program shall be within current funding allocations, and expenditures shall not result in a reduction of other City services. The City Council periodically approves the City Fee Schedule. Fee waivers may be reflected in reduced revenue totals at fiscal year-end.

The City reserves the right to assess all activities at any time to ensure all rules, regulations, conditions of use, City and health and safety laws are not violated. Co-sponsorships and fee waivers can be revoked at any time effective immediately, if the recipient agency or organization fails to comply with this policy or any other local, state or federal regulations.

Qualifications for those seeking fee waivers or co-sponsorship:

1. Must be a valid non-profit or community service organization based within the City of South Pasadena (proof of non-profit status is required if applicable);
2. All of the following criteria shall be demonstrated by the applicant:
 - a. Consistent with the City's economic, social, or recreational goals;
 - b. Free and open to the public, unless otherwise authorized by the City Council (or its designee);
 - c. Demonstrate community pride and involvement; and
 - d. Not have a religious or political purpose.

Co-sponsorship may include fee waiver or reduction for any of the following:

1. Use of a facility;
2. Temporary Use Permit;
3. Street Banner;
4. Tent Permit;
5. Encroachment Permit; and/or
6. Street Closure and /or traffic control plan.

Co-sponsorship does not include the following:

1. Staff costs;
2. Refundable security deposit;
3. Outdoor use of any city equipment such as tables, chairs, Public Address Systems, canopies; and
4. Insurance.

Procedures:

The following information should be submitted by the non-profit organizations when requesting use of City streets, right-of-ways, and other City properties. The request must be made in writing, at least 60 days prior to event and must include details of the event, including, but not limited to:

1. Name and mailing address of organization making request;
2. City facility, property, or street requested for use;
3. Proof of non-profit status if applicable;
4. Description and purpose of event;
5. Time of event and time access to the site is needed;

6. Proposed street closure or traffic control plan, prepared and stamped by a registered engineer (if applicable); and any and all street closures related to events, must be preapproved, via traffic control plans, by the Public Works Department. Moreover, no entity, under any circumstance, other than the City of South Pasadena may execute traffic control plans within the City's Limits.

Proper insurance must accompany the Stamped Street Closure Plan for final approval.

7. Concession information, including whether food or drink will be sold;

8. List of equipment that will be brought in for the event;

9. List of event sponsors and their role (if any);

10. A description of the benefits the non-profit will receive and the benefit the City or its residents will receive from the event;

11. Detailed description of any support needed from City staff, including police, fire or public works (**NOTE: These costs will be the responsibility of the event organizers. Any hours designated for the set-up of approved nonprofit organization events, during regular business hours, will be at the expense of the nonprofit and must be approved by the City Manager or his/her designee).**

12. City equipment and supplies will not be available for use or rent unless the facility that is being used houses these items such as tables and chairs. The following will not be used or rented for outdoor use: Audio visual, Public Address System, Tables, Chairs, Canopies, or Electrical Outlets. Use of City vehicles for nonprofit organization use is prohibited.

Alcohol:

The South Pasadena Municipal Code allows liquor on the premises (wine, beer, whiskey, etc.) under special conditions. Obtain an Alcohol Beverage & Control (ABC) permit by calling the ABC (626) 927-1060. See City Staff for additional info on ABC requirements. Alcohol may not be sold or served to minors. Failure to comply, monitor and enforce this law is grounds for terminating the activity and forfeiting all deposits, fees and co-sponsorship. Injuries caused to any person or damage to City premises, shall be the sole responsibility of the organizations, its sponsor or the adult representative. Alcohol may not be served or sold during set-up time. Service for any alcoholic beverage must end one hour before the time stated on the contract for the event to end. Alcohol is only permitted in the rented facility (Senior Center and War Memorial Building only) Alcohol may not be served or consumed in parking lots, public patio areas, or outside grounds adjacent to rented facility. For Library Community Room, please see the Library Administration for Alcohol Policy. (<http://www.ci.south-pasadena.ca.us/index.aspx?page=261>)

The following conditions apply once fee waiver and or co-sponsorship is approved:

1. Appropriate recognition of the City as co-sponsor of or contributor to the event or program will be provided on all promotional materials and at all events and programs. The City Manager or his/her designee must approve promotional materials, the event/program schedule and activities. If the City is not recognized for its contributions to the event/program, the organization

could potentially lose future co-sponsorship opportunities with the City. For further clarification see the South Pasadena Municipal Code Chapter 2 Administration, Article I In General, Section 2.6-5 (Adoption of City Seal).

2. No fliers, posters, banners or signage can be placed, posted or distributed on City parks, City facilities, on street pole or on sandwich boards throughout the city without the approval of the City Manager or his/her designee. Street Banner and encroachment permits fees are waived but must be obtained through the City. For further clarification see the South Pasadena Municipal Code Chapter 3 (Advertising).

3. All non-profits must complete a Facility Use Permit with the Recreation Division of Community Services Department. Conditions may be placed on the use to minimize impacts to facilities or costs to the City, or to restore facilities to pre-event conditions.

~~4. Proof of General Liability Insurance with the City additionally insured for \$1 million per occurrence as well as a hold harmless agreement must accompany the Facility Use Permit.~~

4. Proof of General Liability Insurance and Endorsements with the City additionally insured as well as a hold harmless agreement will be required for each event. The insurance coverage will be determined on a case by case basis between the City, non-profit organization and Insurance Advisor and will depend largely on the requirement of street closures, serving of alcohol and duration.

5. A refundable security deposit is required. Deposit amounts are set to ensure proper clean up and cover the City's costs for remediation of any damage or loss. If the full deposit is not accompanied with the Facility Use Permit by the specified date, the facility request shall be cancelled and approval withdrawn. Security Deposits will be refunded within four (4) to six (6) weeks of the event or activity, if standards have been met. Security Deposits will not be waived.

6. Applicants are responsible for payment of the full cost of materials, labor, replacement, repairs, or damages related to the event, project or program, regardless of the amount. If damage occurs and the complete remediation costs the City less than the amount of the deposit, the difference shall be refunded.

7. Secure necessary additional permits, e.g., vendors need business license, from food sales need County Health Department permits, and alcohol use permits.

City Policy Pertaining to Styrofoam and Plastic Carryout Bags:

The City prohibits the use and sale of expanded polystyrene food services ware by food providers within the city and in City facilities, City-managed concessions, City sponsored or co-sponsored events, city permitted events and all franchisees, contractor and vendor doing business with the city. (South Pasadena Ordinance No. 2305, SPMC 16.40-.46)

The City prohibits the use or distribution of plastic carryout bags at any facility, any event held on City property, or at any City sponsored event. (South Pasadena Ordinance No. 2269, SPMC 16.31-.39).

Street Banner:

Street Banners will be hung in accordance with the event which will average two to three weeks prior to the event. Location requests cannot be made as the banner will be hung where another banner is coming down. If the applicant chooses to request a banner location, the banner fee will not be waived.

City of South Pasadena / Co-Sponsorship Policy

All banners must be delivered to the Public Works Department at the City Yard located at 825 Mission Street (not City Hall) at least four weeks prior to the event and picked up one week after the event from the same location.

No banners will be hung on Fair Oaks Avenue between Thanksgiving and the new year as City Holiday decorations will be placed in these two locations.

Street Banner will only be approval for South Pasadena organizations.

The attached "Exhibit A" is a list of current co-sponsored organizations or City committees and events that have been approved in the past. If any new organizations request co-sponsorship by the City, that request will come to the City Council for approval. If an existing organization would like to amend their current request, that request will also be brought to City Council for approval.

This Policy and list of events and organizations will be approved annually by the City Council.

This Policy is subject to interpretation. The City Council designates the City Manager or his/her designee in conjunction with the Department Head to interpret the Policy when items are not specifically addressed in the Policy.

Attached: Exhibit A – List of Current Co-Sponsored Organizations or City Committees and Events for 2016

Edited January 2017 for review

Approved by City Council on February 17, 2016

Edited January 2016 for review

Approved by City Council: March 4, 2015

City of South Pasadena / Co-Sponsorship Policy


Exhibit A

Co-Sponsored Nonprofit Organization and City Committees Events

South Pasadena Chamber of Commerce	Farmers' Market (Street Closure) Eclectic Music Festival (Banner) Art Crawl (Banner)	Every Thursday May 3 times a year
American Cancer Society	Relay for Life (Facility and Banner)	TBA
South Pasadena High School Boosters	Tiger Run/Walk (Street Closure and Banner) Booster Bash (Banner)	December September
Air Quality Management District	Clean Air Car Show and Green Living Expo (Facility and Banner)	July
Chinese American Club	Moon Festival (Facility and Banner)	September
Vecinos de South Pasadena	Dia de los Muertos (Facility)	October
South Pasadena Educational Foundation	Parti Gras (Golf Course) Color Festival (Street Closure and Banner) Fall Fundraiser (Banner) Summer School (Banner)	May or June March October May
South Pasadena Kiwanis Club	4 th of July Pancake Breakfast (Facility) Shred Day (Banner)	July April
South Pasadena Little League	Baseball and softball fields, storage and facilities for meetings (Facility & Banner)	February - December
American Youth Soccer Association	Soccer fields, storage and facilities for meetings (Facility & Banner)	August - March
Holy Family Catholic School and Church	Field rental – flag football (Facility)	August - November
The Place of South Pasadena	Mid-level of Orange Grove (Facility)	School Year
Boy Scouts	Troop meetings at various facilities	Year Round
Girl Scouts	Troop Meetings at various facilities	Year Round
South Pasadena Beautiful	Garden Tour (Banner)	April
Rotary Club of South Pasadena	Taste of South Pasadena (Banner) Chili Cook off (Facility)	April November
The Institute for the Redesign of Learning	Abilities Job Fair (Facility and Banner)	October



City Committee Events

4 th of July/Festival of Balloons Committee	Festival of Balloons daylong event	July
South Pasadena Tournament of Roses Committee	Classic Car Show (Street Closure & Banner) Float Building and Storage Crunch Time Party (Facility) Spring Event (Facility)	September Year around December April




City of South Pasadena Graves Reservoir Replacement Project

City Council Meeting
January 18, 2017



Aerial View of the Reservoir Site

- Located on 0.72 Acres, 2225 El Molino Ave, San Marino, within the vicinity of Huntington Drive and Pasqualito Drive. In a residential area of the City of San Marino. Built in the early 1920's and purchased by the City of South Pasadena in January 1939.



Graves Reservoir Replacement Project



- Partially below grade cast-in-place reservoir with a holding capacity of 1 million gallons
- Built in the early 1920's
- Timber roof supported by interior columns which is failing

Graves Reservoir Replacement Project



- Proposed Improvements:
 - Demolition of existing Reservoir and Pump Station
 - Construct new Reservoir and Pump Station
 - Replace and upgrade sodium hypochlorite system
 - Well Head Treatment

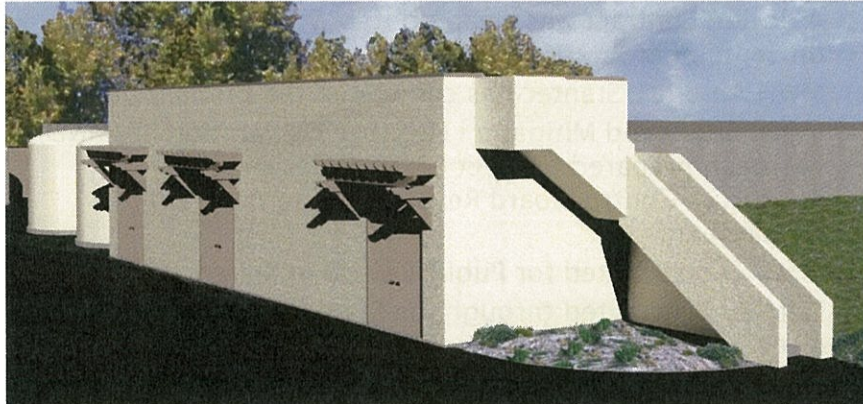
Graves Reservoir Replacement Project

- ▶ A design contract was awarded to MWH America/Stantec on September 2, 2015
- ▶ MWH America/Stantec has completed the primary design
- ▶ Initial Study and Mitigation Negative Declaration (IS/MND) has been prepared to meet CEQA and State Water Resources Control Board Revolving Loan program requirements
- ▶ IS/MND distributed for Public Review in March, 2016
- ▶ IS/MND distributed through the State Clearinghouse and directly to 7 agencies (City of San Marino, SMUSD, La County, State Water Board, SCAG, SCAQMD, USFWS)

Graves Reservoir Replacement Project

- ▶ Notice of Intent (NOI) to Adopt the MND distributed to 87 nearby residences and 6 additional agencies/schools/utilities
- ▶ NOI was published in the local Pasadena Star News
- ▶ Comments received from Caltrans, City of San Marino, South Pasadena Council member, and 4 residents
- ▶ Responses to comments provided in May 2016

Graves Reservoir Replacement Project



Rendering - Looking northwest from El Molino Avenue

Graves Reservoir Replacement Project

- ▶ Detailed Design along with Plans and Specifications will be completed by April, 2017
- ▶ A low interest loan application was submitted to California State Water Resources Board and is being processed by State Board Staff
- ▶ Construction contract will be awarded by June, 2017 subject to loan commitment by State Water Resources Control Board

QUESTIONS?



Memo

Date: January 18, 2017

To: South Pasadena City Council

Via: Sergio Gonzalez, City Manager

From: Margaret Lin, Principal Management Analyst
Samuel Zneimer, Management Analyst

Re: City Council Meeting Item No. 22 – Adoption of a Resolution to Establish
a Complete Streets Policy for the City of South Pasadena

The changes made to Item No. 22 – Adoption of a Resolution to establish a Complete Streets Policy for the City of South Pasadena consist of minor changes to clarify the proposed policy and remove storm water management from the policy since it is addressed in existing City policy documents. There are four total changes; one change is to the Resolution establishing the Complete Streets Policy (CSP) and three to the CSP itself:

1. Section 2 of the Resolution, page 22-33 of the agenda packet, the wording “and with the Complete Streets Policy adopted by this resolution” was duplicative language from Section 1 and was removed.
2. Page 2 of the CSP, page 22-37 of the agenda packet, under Exception (A) the wording “such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, or when interim measures are implemented on temporary detour or haul routes” was deleted, to avoid limiting the definition of ordinary or emergency maintenance activities.
3. Page 3 of the CSP, page 22-38 of the agenda packet, under Context Sensitivity section “(F) The City will practice sustainable storm water management strategies.” was removed as there is existing policy pertaining to this issue already.
4. Page 3 of the CSP, page 22-38 of the agenda packet, under Performance Measures, the word “complaint” was replaced with “compliant” in measure number.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
TO ENACT A COMPLETE STREETS POLICY**

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families; and

WHEREAS, the City of South Pasadena (City) acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation, which can help address a wide variety of challenges, including pollution, climate change, traffic congestion, social isolation, obesity, physical inactivity, limited recreational opportunities, sprawl, safety, and excessive expenses; and

WHEREAS, the City recognizes that the planning and coordinated development of Complete Streets infrastructure provides benefits for local governments in the areas of infrastructure cost savings, public health and environmental sustainability; and

WHEREAS, sedentary lifestyles and limited opportunities to integrate exercise into daily activities are factors contributing to increased obesity among adults and children and the consequences of obesity, such as diabetes, heart disease, stroke, high blood pressure, high cholesterol, certain cancers, asthma, low self-esteem, reduced academic performance, depression, and other debilitating diseases; and

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the routine accommodation of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it “views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system”; and

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California to slow the onset of human-induced climate change, and the Sustainable Communities and Climate Protection Act of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy,

and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking; and

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities; and

WHEREAS, the Los Angeles County Metropolitan Transportation Authority (Metro), through its Metro Complete Streets Policy, requires that all jurisdictions address complete streets policies at the local level through the adoption of a complete streets policy resolution, which should include the “Elements of an Ideal Complete Streets Policy” developed by the National Complete Streets Coalition, or through a general plan that complies with the California Complete Streets Act of 2008 to be eligible for Metro Capital Grant funds; and

WHEREAS, the City therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the City adopts the Complete Streets Policy attached hereto as “Exhibit A”, and made part of this resolution, and that said exhibit is hereby approved and adopted.

SECTION 2. That the substantial revision of the City’s General Plan shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358). ~~and with the Complete Streets Policy adopted by this resolution.~~

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 18th day of January, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of January, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

South Pasadena Complete Streets Policy

The objective of this policy is to establish guiding principles and practices so transportation improvements are planned, designed, constructed, operated and maintained to encourage walking, bicycling, and transit use while promoting safe operations for all users.

The City of South Pasadena will create a safe and efficient transportation system that promotes the health and mobility of all South Pasadena citizens and visitors by providing high quality pedestrian, bicycling, and transit access to all destinations throughout the city, and will design its streets for people, with beauty and amenities. The City of South Pasadena will provide for the needs of drivers, transit users, bicyclists, and pedestrians of all ages and abilities in all planning, design, construction, reconstruction, retrofit, operations, and maintenance activities and products.

The City of South Pasadena will enhance the safety, access, convenience, and comfort of all users of all ages and abilities. The City understands that children, seniors, and persons with disabilities will require special accommodations.

Street Network Connectivity

(A) The City of South Pasadena will design, operate and maintain a transportation network that provides a connected network of facilities accommodating all modes of travel.

(B) The City will actively look for opportunities to repurpose rights-of-way to enhance connectivity for pedestrians, bicyclists, and transit.

(C) The City will focus non-motorized connectivity improvements to services, schools, parks, civic uses, regional connections and commercial uses.

Jurisdiction

(A) This Complete Streets Policy is intended to cover all development in the public domain and all street improvement within South Pasadena.

(B) Every City Department including Management Services, Public Works, Planning and Building, Community Services, and Public Safety will follow the policy.

(C) The City requires all developers and builders to obtain and comply with the City's standards.

(D) The City requires agencies that South Pasadena has permitting authority over, including, but not limited to, water agencies, electrical utilities, gas and petroleum utilities, communications utilities, and service contractors to comply with this policy.

(E) The City will work closely with Los Angeles County, California Department of Transportation, the Los Angeles County Metropolitan Transportation Authority, and the Southern California Association of Governments to promote compliance.

Phases

The City of South Pasadena will apply this Complete Streets policy to all roadway projects, including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance and operation activities over time.

Exception

Complete Streets principles and practices will be included in street construction, reconstruction, repaving, and rehabilitation projects, as well as other plans and manuals, except under one or more of the following conditions:

(A) A project involves only ordinary or emergency maintenance activities designed to keep assets in serviceable condition. ~~Such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, or when interim measures are implemented on temporary detour on haul routes.~~

(B) The City Council exempts a project due to excessive and disproportionate cost of establishing a bikeway, walkway or transit enhancement as part of a project.

(C) The Director of Public Works determines the construction is not practically feasible or cost effective because of significant or adverse environmental impacts to waterways, flood plains, remnants of native vegetation, wetlands, or other critical areas, or due to impacts on neighboring land uses, including impact from right of way acquisitions.

(D) Unless otherwise determined by the City Council, the City Manager or Director of Public Works determines it is not practically feasible or cost effective to implement the provisions of this policy through public or private project design or manuals or other plans.

Design

Additionally, South Pasadena City Council declares it is the City of South Pasadena's policy to:

(A) Incorporate established Complete Streets Design Guidelines into planning, funding, design, construction, operation, and maintenance of new and modified streets in South Pasadena while remaining flexible to the unique circumstances of different streets where sound engineering and planning judgment will produce context sensitive designs.

(B) Incorporate Complete Streets Design Guidelines' principles into all City plans, manuals, rules, regulations and programs as appropriate.

(C) Provide well-designed pedestrian accommodations on all streets and crossings. Pedestrian accommodations can take numerous forms, including but not limited to traffic signals, roundabouts, bulb-outs, curb extensions, sidewalks, buffer zones, shared-use pathways, and perpendicular curb ramps, among others.

(D) Provide well-designed bicycle accommodations along all streets. Bicycle accommodations can take numerous forms, including but not limited to the use of bicycle boulevards, striping, slow streets, low auto volume streets, traffic calming, signs, and pavement markings, among others.

(E) Where physical conditions warrant, landscaping shall be planted whenever a street is newly constructed, reconstructed, or relocated.

Context Sensitivity

(A) The City of South Pasadena will plan its streets in harmony with the adjacent land uses and neighborhoods.

(B) The City will solicit input from local stakeholders during the planning process.

(C) The City will integrate natural features, such as waterways, and other topography into design of our streets.

(D) The City will design streets with a strong sense of place. We will use architecture, landscaping, streetscaping, public art, signage, etc. to reflect the community and neighborhood.

(E) The City will coordinate street improvements with merchants along retail and commercial corridors to develop vibrant and livable districts.

~~(F) The City will practice sustainable storm water management strategies.~~

Performance Measures

The City will evaluate this Complete Streets Policy using the following performance measures:

1. Total miles of on-street bikeways defined by streets with clearly marked or signed bicycle accommodation
2. Number of new ~~complaint compliant~~ curb ramps
3. Number of new street trees planted along City streets
4. Number and severity of pedestrian-vehicle and bicycle-vehicle crashes
5. Number of pedestrian-vehicle and bicycle-vehicle fatalities

The City will identify funds and create a methodology to collect data related to those performance measures.

Implementation

(A) **Advisory Group.** The City will establish an inter-departmental advisory committee to oversee the implementation of this policy. The committee will include members of Public Works, Planning and Building, Management Services, and the Police Departments from the City of South Pasadena.

(B) **Inventory.** The City will maintain a comprehensive inventory of the pedestrian and bicycling facility infrastructure integrated with the City's database and will prioritize projects to eliminate gaps in the sidewalk and bikeways networks.

(C) **Capital Improvement Project Prioritization.** The City will reevaluate Capital Improvement Projects prioritization to encourage implementation of bicycle, pedestrian, and transit improvements.

(D) **Revisions to Existing Plans and Policies.** The City of South Pasadena will incorporate Complete Streets principles into: the City's General Plan, Specific Plans, Urban Design Element; and other plans, manuals, rules, regulations and programs.

(E) **Other Plans.** The City will prepare, implement, and maintain a Bicycle Master Plan, a Pedestrian Master Plan, and/or Active Transportation.

(F) **Storm Water Management.** The City will prepare and implement a plan to transition to sustainable storm water management techniques along our streets.

(G) **Staff Training.** The City will train pertinent City staff on the content of the Complete Streets principles and best practices for implementing the policy.

(H) **Coordination.** The City will utilize inter-departmental project coordination to promote the most responsible and efficient use of fiscal resources for activities that occur within the public right of way.

(I) **Funding.** The City will actively seek sources of appropriate funding to implement Complete Streets.