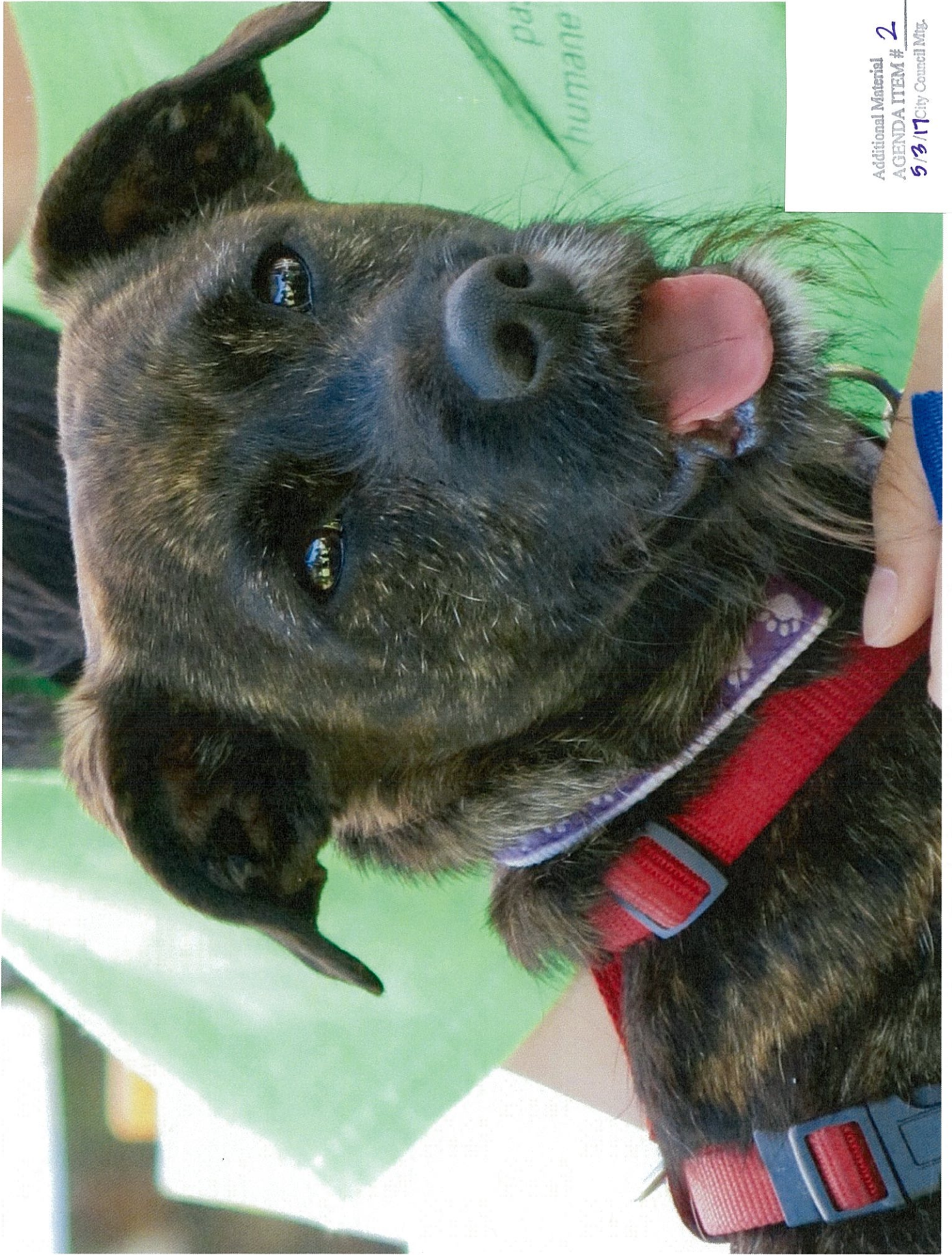




## Additional Documents Distributed for the Regular City Council Meeting May 3, 2017

Item No.	Agenda Item Description	Distributor	Document
2	Pasadena Humane Society Animal Adoption	Mike Neff, Police Captain	PowerPoint, Photo of Dog
8	Councilmember Communications	Robert S. Joe	PowerPoint, Monterey Hills Elementary School Assistant Student Council City Tour Representatives
8	Councilmember Communications	Richard D. Schneider, M.D.	Flyer, Eclectic Music Festival 2017
8	Councilmember Communications	Michael A. Cacciotti	PowerPoint, Jilin Tour
8	Councilmember Communications	Michael A. Cacciotti	PowerPoint, Various Photos
9	City Manager Communications	Sergio Gonzalez	PowerPoint, City Manager's Bulletin
PC	Public Comment	Michael T. Placido, South Pasadena Resident	05/03/2017 Letter to City Manager
11	Minutes of the City Council Meetings of March 21, 2017, April 12, 2017, and April 19, 2017	Anthony J. Mejia, Chief City Clerk	Memo to Council
16	Authorize the Mayor to Enter Into a Purchase and Sales Agreement with the California Department of Transportation for 1107 Grevelia Street and 2006 Berkshire Avenue for the Purpose of Creating Pocket Parks	Margaret Lin, Principal Management Analyst	Memo to Council
22	Authorization for the Issuance of a Request for Proposal for the San Pascual Stables and Concessionaire Lease Agreement	Sheila Pautsch, Community Services Director	PowerPoint, Staff Presentation
24	Direction Regarding Proposed Budget Expenditures for Fiscal Year 2017-18	Sergio Gonzalez, City Manager	PowerPoint, Staff Presentation





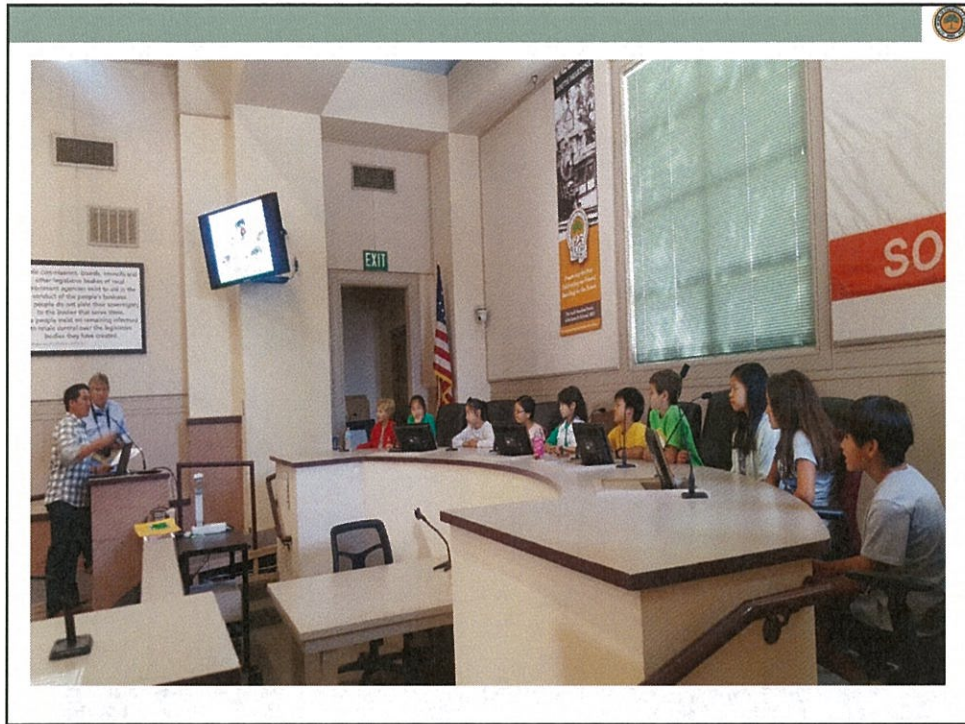




*JTC*  
Additional Material  
AGENDA ITEM # 8  
5/3/17 City Council Mtg.













# The Eclectic

South Pasadena's 9th Annual Eclectic Music Festival and Art Walk  
 Saturday, May 6

# 2017

[www.TheEclectic.Rocks](http://www.TheEclectic.Rocks)



## Ozomatli

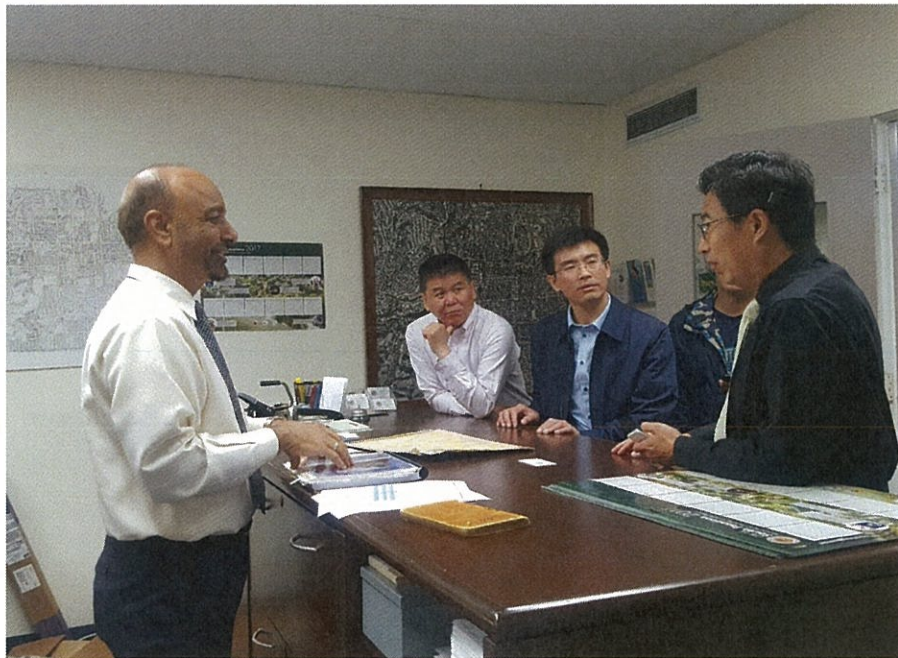
- Lisa Haley & the Zydekats
- The Ploughboys
- Tony Gilkyson
- Rick Shea
- Thorcraft Cobra
- Kiki Ebsen's Joni Mitchell Project
- South Pasadena Transit Authority
- Shelby Gogreve & Taylor Plenn
- Daniel Szabo Trio
- Dave Plenn & Friends
- Mark Hatch & Group 5
- Powdercoat
- Ricky Parish & the Rockabilly Rebels
- Elliott Caine Quintet
- Marcel Carnargo Trio
- Hammers & Belles
- Chauncey Bowers
- Donnette Christine
- Lisa Turner • Tina Turner • The Turner Family
- David Margolis
- Ozokidz
- Minorities
- Complicated Animals
- Dole Lad Duke
- Eric Chose
- Grondle
- The Drive
- Joyful Noise
- Ralphie
- The Buzzrites
- Cassia Demayo
- Brouder'sister
- Mad Ambitions
- Harmonics
- Tam Traum
- Bill Burnett
- New Caribbean
- Liv Kennedy
- Calvin Joe & the Or...
- Danette Christine
- Emma Schou
- Heavenly
- Michael...
- The Dave Cl...
- Einstein Brown
- James Hurl...

Schneider  
 Additional Material  
 AGENDA ITEM # 8  
 5/3/17 City Council Mtg.



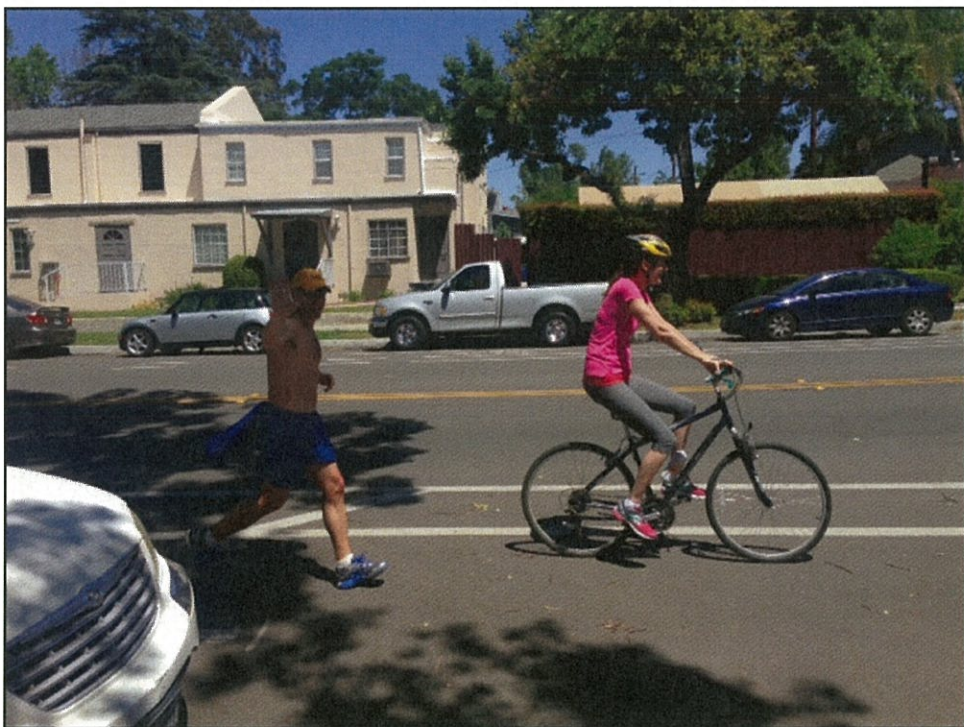
# JILIN DELEGATION TOUR

APRIL 26, 2017













11/10/17

11/10/17

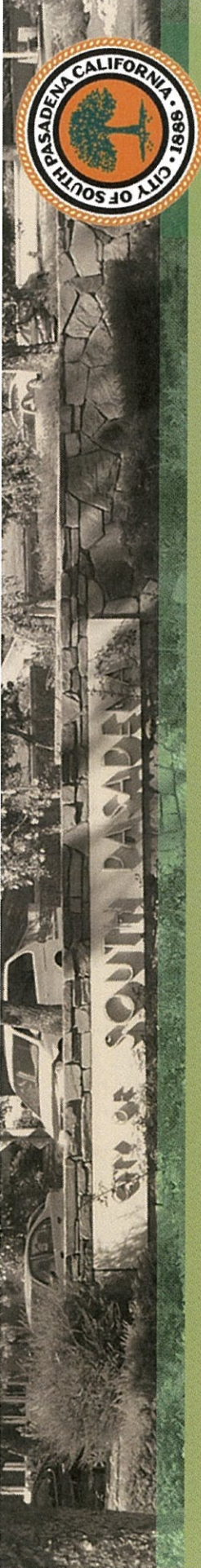












# City Manager's Bulletin for May 3, 2017 Meeting

Date/ Time	Event	Location
May 6, 3:00 p.m.	The Eclectic Music Festival Go to <a href="http://www.theEclectic.rocks">www.theEclectic.rocks</a> for more information	Locations across the City
May 13, 8:00 a.m.	CERT Refresher Training	Fire Station, 817 Mound Ave.
May 17, 7:30 p.m.	Draft Budget Presentation at City Council Meeting	Council Chamber, 1424 Mission St.



*Michael T. Placido*



May 3, 2017

Sergio Gonzalez  
City Manager  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

Re: Intersection of Monterey Rd. and Garfield Ave.

Dear Mr. Gonzalez,

The purpose of this letter is to make you aware of a potentially deadly situation related to the intersection at Monterey Rd. and Garfield Ave. in South Pasadena. Writing of this letter was prompted because on April 24, 2017, I was sideswiped and hit by the side view mirror of a car while I was in the crosswalk, crossing from the southeast corner to the southwest corner of the intersection. This is the second time that I have been hit by a car in this intersection, the first time on March 18, 2015. And at least twice per month I have a near miss.

I was not seriously injured in either incident (last week a small bruise on my hand), but I fear that due to the volume of traffic running through this intersection coupled with the way the intersection is controlled and the way it is designed, presents a significant hazard to pedestrians.

By way of background, I routinely use the intersection at Monterey Rd. and Garfield Ave. in South Pasadena. As a pedestrian, I typically cross from the southwest corner to the southeast corner (and back again) during my morning run. As a driver, I travel Northbound on Garfield Ave. each day on my way to work.

This intersection is controlled by a four-way stop sign. Due to the heavy volume of traffic this intersection experiences, the line of traffic during the morning rush hour can back up northbound past Ashbourne Dr. Often times, automobile traffic is backed up on all four sides of the intersection. Drivers are so anxious to clear the intersection and not hold up traffic further, that they rush through the intersection.

The danger caused by the heavy volume of traffic is exacerbated by the fact that the intersection is controlled by a four-way stop. Although I cannot be certain, I assume that the City uses a four-way stop for such a busy intersection in order to slow down

CC: Council; CM; CA; CCC; PW; Original to 5/3/2017 Addl Docs

Additional Material  
AGENDA ITEM # PC  
5/3/17 City Council Mtg.



traffic. The four-way stop accomplishes that goal but simultaneously increases the potential danger and causes drivers to rush through the intersection.

Additionally, there is little to no visibility for northbound traffic to see pedestrians on the South side of Monterey Rd. traveling West. I have attached photos for your reference. The streets are not perpendicular but come together at an odd angle. Thus, pedestrians traveling from East to West need to be especially vigilant when crossing. Further, it is impractical for pedestrians to wait for all of the vehicles to clear before crossing as the intersection is never free from traffic during the morning hours.

Because of the dangerous pedestrian situation and because pedestrians need to be extra cautious in this intersection, many times pedestrians cause an even larger backup of vehicle traffic. In other words, pedestrians must move slowly in order to make sure drivers actually see them, which in turn backs up traffic even more than usual.

I do not believe that the dangerous situation will be remedied in the long term by enforcement. I have seen motorcycle officers at the intersection in the past. This causes an even larger backup at the intersection. More importantly, once the officers are gone, the intersection returns to being extremely dangerous. I believe that the amount of car traffic traveling through this intersection warrants a signal light. This would help protect pedestrians who would then only cross with a green light.

As I stated, I use this intersection often both as a pedestrian and a driver. As a pedestrian, at least twice per month, a vehicle comes through the intersection while I am in the crosswalk. Many times vehicles have come close enough that I could reach out and touch them. And this is the second time that a vehicle has actually hit me.

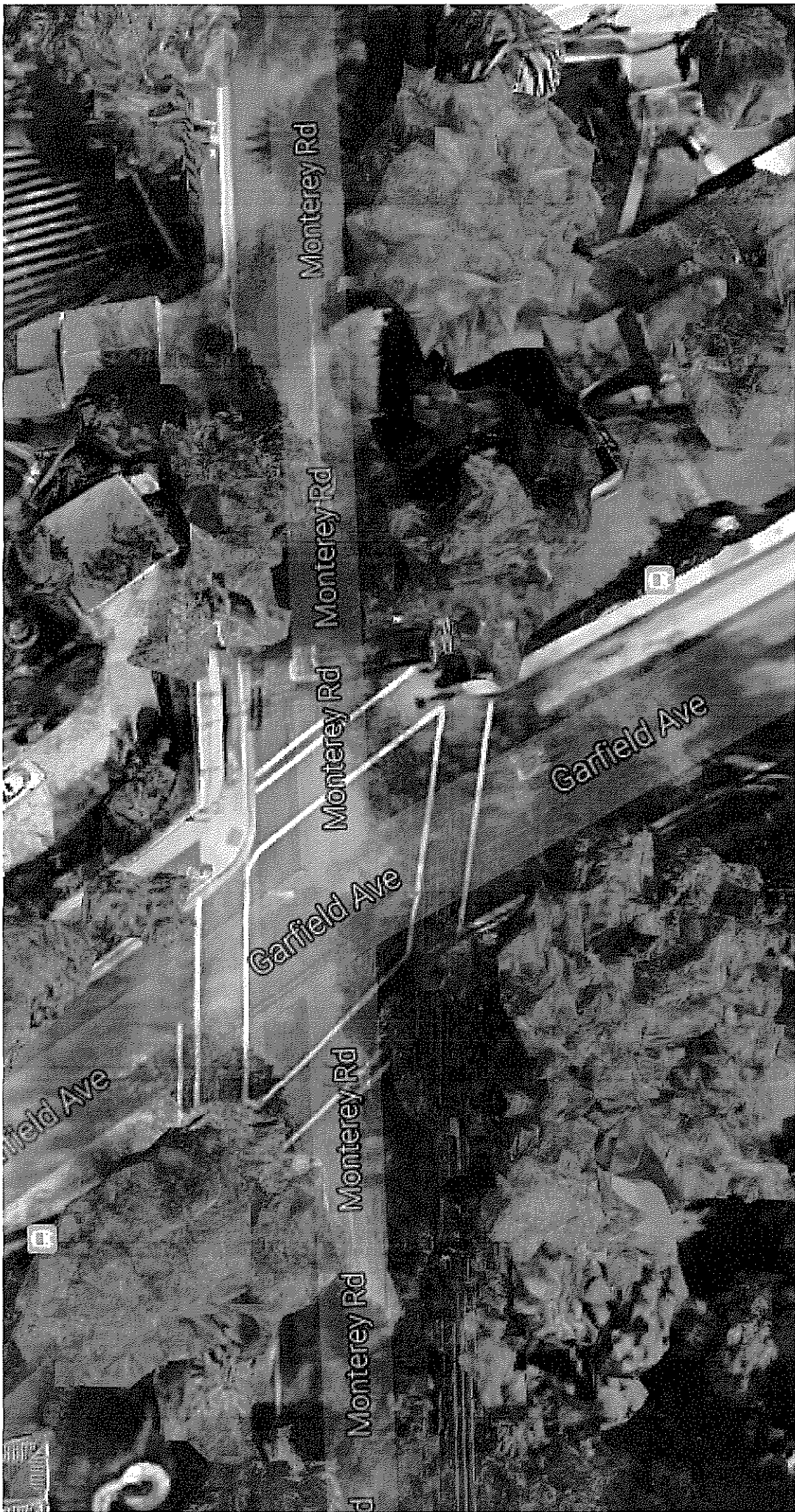
I trust that the information I have provided is helpful. Feel free to contact me if you have questions or require additional information.

Sincerely



Michael T. Placido













**City of South Pasadena  
City Clerk's Division,  
Management Services Department**

# Memo

**Date:** May 3, 2017  
**To:** The Honorable City Council  
**From:** Anthony J. Mejia, Chief City Clerk  
**Re:** **May 3, 2017 City Council Meeting – Additional Document for Item No. 11 – Minutes of the City Council Meetings of March 21, 2017, April 12, 2017, and April 19, 2017**

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Attached are the Minutes of the April 19, 2017 Regular City Council Meeting, which have been posted on the City's website.

Additional Material  
AGENDA ITEM # 11  
5/3/17 City Council Mtg.





**Wednesday, April 19, 2017**  
**Minutes of the Regular Meeting of the**  
**Joint City Council/Redevelopment Successor Agency**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena Joint City Council/Redevelopment Successor Agency was called to order by Mayor Cacciotti on Wednesday, April 19, 2017, at 7:55 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Councilmembers/Redevelopment Successor Agency Joe, Khubesrian, and Mahmud; Mayor Pro Tem/Agency Vice Chair Schneider; and Mayor/Agency Chair Cacciotti.

**Absent:** None.

**City Staff**

**Present:** Sergio Gonzalez, City Manager/Agency Executive Director; Teresa L. Highsmith, City Attorney/Agency Counsel; Evelyn G. Zneimer, City Clerk/Agency Secretary; and Anthony J. Mejia, Chief City Clerk/Chief Agency Secretary were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Councilmember Khubesrian gave the invocation.

**PLEDGE OF ALLEGIANCE**

Councilmember Khubesrian led the Pledge of Allegiance.



**CLOSED SESSION ANNOUNCEMENTS**

**1. Closed Session Announcements**

The Regular Closed Session of the City Council of April 19, 2017, was called to order by Mayor Pro Tem Schneider at 6:13 p.m.

Joshua Torres, representing Southern California Edison (SCE), advised that SCE has created a new voluntary program in which SCE will impose a tariff to fund an accelerated schedule of replacing street lights with energy efficient LED fixtures; stated that municipalities will have no out of pocket expenses and the financing will be spread over a 20 year period. The City Council requested that Mr. Torres provide details of the program in a written proposal.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

A. CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATIONS, Pursuant to Government Code Section 54957.6:

City Negotiators: City Manager Sergio Gonzalez, Human Resources Manager Mariam Lee Ko, City Attorney Teresa L. Highsmith; and Attorney Steve Berliner

Represented Employee Organizations:

Firefighters’ Association (FFA)  
Police Officers’ Association (POA)  
Public Service Employees’ Association (PSEA) Full Time Unit  
PSEA– Part Time Unit

Unrepresented Employees: Management Employees

B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9 (d)(4):

Number of Cases: 2

C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Pursuant to Government Code Section 54956.9(d)(2):

Number of Anticipated Cases: 1:

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54957.6:

Properties: Citywide Street Light Poles

Agency Negotiators: City Manager Sergio Gonzalez; City Attorney Teresa L. Highsmith

Opposing Counsel: Southern California Edison

Issue: Price and Terms of Payment



## E. PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957:

Title: City Manager

City Attorney Highsmith reported that the City Council provided direction to staff regarding the agenda items, but did not take any reportable action.

**PRESENTATIONS****2. Presentation by the Pasadena Humane Society on Available Animal Adoptions**

Julie Bank, Pasadena Humane Society (PHS) President/CEO, announced that a Chihuahua named Dora is now available for adoption; encouraged residents to visit the adoption center; noted that low cost vaccinations and spay and neuter services are available at the Shelter.

**3. Presentation from Upper San Gabriel Valley Municipal Water District on Local Water Supply**

Charles Trevino, Board Member of the Upper San Gabriel Valley Municipal Water District (USGVMWD), and Shane Chapman, General Manager of USGVMWD, narrated a PowerPoint presentation entitled "Water Supply Update."

In response to City Council inquiry, Mr. Chapman advised that the City will have the same water allocation as last year and that water conservation needs to be a way of life; stated that it is very likely that water rates will increase, noting that driving factors include infrastructure, supplies, and water conservation incentive programs; explained that expansion of recycled water for irrigation purposes into South Pasadena would be cost prohibitive.

**4. Proclamation declaring April 24, 2017 as "Remembrance of the Armenian Genocide Day" in the City of South Pasadena**

Mayor Cacciotti presented a Proclamation to Boghos Patatian and Kay Mouradian, representing the Armenian National Committee of America, Pasadena Chapter, declaring April 24, 2017 as "Remembrance of the Armenian Genocide Day" in the City of South Pasadena.

**5. Proclamation declaring April 2017 as "DMV/Donate Life California Month" in the City of South Pasadena**

Mayor Cacciotti presented a Proclamation to Christine Valenzuela, Ambassador for OneLegacy, declaring April 2017 as "DMV/Donate Life California Month" in the City of South Pasadena.



## COMMUNICATIONS

### 6. Councilmembers Communications

Councilmember Joe displayed photos depicting the poppy field blossoms which featured Joan Ong, a South Pasadena resident, as well as the recent Eggstravaganza event hosted by the City of South Pasadena.

Councilmember Mahmud reported on her regional meeting activities, noting that she recently testified in Sacramento at the Senate regarding storm drains; encouraged residents to attend the South Pasadena High School production of Peter Pan the Musical; announced that Doggy Day with Cats Too! will be held on April 29, 2017, at Garfield Park.

Councilmember Khubesrian reported on her attendance and testimony at an Assembly Committee hearing regarding Assembly Bill 287 State Highway Route 710: Advisory Committee.

Mayor Cacciotti displayed photos of various community events; requested that the City Council agendize consideration of issuing a letter of support for AB 1274 related to exempting certain vehicles from Smog Check requirements, seconded by Councilmember Mahmud; requested that the Finance Commission evaluate and provide recommendations related to the City's cash flow projections, including pension liabilities and deferred infrastructure maintenance, seconded by Mayor Pro Tem Schneider.

### 7. City Manager Communications

City Manager Gonzalez announced upcoming community events including Reduce Waste for Earth Day, Plan South Pasadena Charrette, Doggy Day with Cats Too!, and presentation of the draft City budget.

### 8. Merchant Minute

Mayor Cacciotti introduced Camille DePedrini and Michelle McCauley, of Camile DePedrini, who invited the community to visit their women's clothing store, located on Mission Street; advised that they offer clothing for all occasions and offer personalized shopping experiences.

### 9. Reordering of and Additions to the Agenda

None.

## PUBLIC COMMENTS

Luke Levis, South Pasadena resident, spoke on the poor condition of Grevelia Street's pavement and urged the City Council to prioritize Grevelia Street for street improvements.

Mayor Cacciotti requested that City staff patch Grevelia Street where appropriate.

Michael Culross, South Pasadena resident, requested that the City Council ensure that residents of the new residential development at 820 Mission Street park on-site and deny issuing parking permits for these residents.

Calvin Joe, South Pasadena resident, announced that the South Pasadena Eclectic Music Festival will be held on May 6, 2017; sang a song.

Luis Reinoso, South Pasadena resident, stated that he is a member of the Public Safety Commission; voiced concern that the City is losing experienced public safety personnel to higher paying agencies; opined that the City's public safety wages are 10% below market rate, noting that the Fire Department is down three personnel.

Laurie Wheeler, representing the Chamber of Commerce, encouraged residents to attend the South Pasadena Eclectic Music Festival on May 6, 2017.

## **CONSENT CALENDAR**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 10-13, 16-18, 21, and 23-27; with Item Nos. 14, 15, 19, 20, and 22 pulled for separate discussion.

### **10. Minutes of the City Council Meeting of March 15, 2017**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the minutes of the March 15, 2017 Regular City Council Meeting.

### **11. Prepaid Warrants, General City Warrants, and Payroll**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 197624 through 197941 in the amount of \$3,196,719.17; General City Warrants Nos. 197942 through 198059 in the amount of \$1,207,501.67; Payroll dated March 24, 2017, in the amount of \$440,886.86; and Payroll dated April 7, 2017, in the amount of \$460,088.39.

### **12. Monthly Investment Reports for February 2017**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to receive and file the Monthly Investment Reports for February 2017.

### **13. Discretionary Fund Requests from Councilmember Khubesrian in the Amount of \$500, Councilmember Mahmud in the Amount of \$1,000, Mayor Pro Tem Schneider in the Amount of \$1,500, Mayor Cacciotti in the Amount of \$500, and Councilmember Joe in the Amount of \$500 for the Purpose of the Ray Bradbury Mural at the South Pasadena Public Library**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the discretionary fund requests by Councilmember Khubesrian designating \$500, Councilmember Mahmud designating \$1,000, Mayor Pro Tem Schneider designating \$1,500, Mayor Cacciotti designating \$500, and Councilmember Joe designating \$500, for the purpose of the Ray Bradbury Mural at the South Pasadena Public Library.



**16. Authorization to Amend Agreement with Kennedy Jenks Consultants for the Garfield Reservoir Replacement Project**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize the City Manager to execute a contract amendment with Kennedy Jenks Consultants for an additional not-to-exceed amount of \$9,290.00 for the additional work not included in the original scope of work.

**17. Authorization to Amend Agreement with MWH Americas, Inc., for Environmental Study and Additional Services for the Graves Reservoir Replacement Project**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize the City Manager to execute a contract amendment with MWH Americas, Inc., for an additional not-to-exceed amount of \$18,994.98 for the additional work not included in the original scope of work.

**18. Approval of Purchase Order with Frontier Ford in the Amount of \$39,139.75 for the Purchase of a 2017 Ford F-250 CNG Truck**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Accept a bid dated February 28, 2017 from Frontier Ford for the purchase of a 2017 Ford F-250 CNG Truck in the amount of \$39,139.75.
2. Reject all other bids received.
3. Declare the Public Works Department 1992 GMC Sonoma as surplus property and instruct staff to dispose of the item in accordance with South Pasadena Municipal Code Section 2.99-29 and City Surplus Disposal Policy.

**21. Adoption of a Resolution Initiating the Proceedings and Ordering of the Preparation of the Engineer's Report for Fiscal Year 2017-18 Lighting and Landscaping Maintenance District**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Adopt Resolution No. 7510 entitled, "A Resolution of the City Council of the City of South Pasadena, California, initiating the proceedings for the Fiscal Year 2017-18 levy and collection of assessments for certain Lighting and Landscape Maintenance in an existing district and ordering the preparation of a report pursuant to the provisions of Division 15, Part 2, of the Streets and Highways Code of the State of California."
2. Authorize the preparation of the Engineer's Report for the annual levy and collection of assessments.

**23. Adoption of a Resolution Approving Funding Agreement No. 920000000F5308 for South Pasadena's ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308 Funded by Los Angeles County Metropolitan Transportation Authority**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Authorize the City Manager to execute Funding Agreement No. 920000000F5308 for the engineering design and construction of Advanced Traffic Management System (ATMS), Central Traffic Control System (TCS), and fiber-optic cables (FOIC) on Fair Oaks Avenue between Columbia Street and Huntington Drive.
2. Adopt Resolution No. 7511 entitled, "A Resolution of the City Council of the City of South Pasadena, California, adopting Funding Agreement No. 920000000F5308 for South Pasadena's ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308."
3. Appropriate the amount of \$115,900 from the General Fund Reserve to Account No. 104-9000-9203 for required twenty-five percent local match funds for the Project.

**24. Approval of Second Contract Amendment with KOA Corporation for Additional Historic Resource Evaluation Report Services for the HSIP-funded In-Roadway Warning Lights Project**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve, and authorize the City Manager to execute, the Second Amendment to the Contract with KOA Corporation in the amount of \$25,455 for additional Historic Resource Evaluation Report services for the Highway Safety Improvement Program (HSIP) funded In-Roadway Warning Lights (flashing crosswalks) Project.

**25. Approval of Purchase Order with Conceptual Site Furnishing, Inc. in the Amount of \$63,904.69 for the Purchase of Bus Benches and Trash Receptacles**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to accept a bid dated December 22, 2016, from Conceptual Site Furnishing, Inc. and authorize staff to purchase bus benches and trash receptacles in the amount of \$63,904.69 and reject all other bids.

**26. Letter of Support to the California Department of Transportation Designating Fair Oaks Avenue and a Portion of Huntington Drive as United States Bicycle Routes 66**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize a Letter of Support to the California Department of Transportation designating Fair Oaks Avenue and a portion of Huntington Drive as part of the proposed United States Bike Route (USBR) 66 through the City of South Pasadena.



**27. Approval of Contract with Peckham & McKenney for Executive Search Services**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize a contract with Peckham & McKenney to immediately begin an executive search for the position of City Manager.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION****14. Authorization to Execute an Arroyo Verdugo Communities Joint Powers Agreement**

Following discussion, MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM SCHNEIDER, CARRIED 5-0, to:

1. Authorize the Mayor to execute an Arroyo Verdugo Communities Joint Powers Agreement to form the Arroyo Verdugo Joint Powers Authority.
2. Appoint Councilmember Robert Joe to serve as the alternate member to the Arroyo Verdugo Joint Powers Authority.

**15. Approve and Authorize the City Manager to Execute a Subrecipient Agreement for Fiscal Year 2016 Urban Area Security Initiative (UASI) Grant Program in the Amount of \$100,000**

Following discussion, MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to:

1. Approve the agreement and exhibits between the City of South Pasadena and the City of Los Angeles for the Fiscal Year 2016 Urban Area Security Initiative Grant Program (UASI-2016).
2. Authorize the City Manager to execute the agreement and all related documents including future amendments, subject to the limitation that such amendments are ministerial in nature and that policy related amendments will be subject to City Council approval.

**19. Award of Contract to Universal Coatings Inc., in the Amount of \$113,093.25 for the Citywide Roofing Project**

In response to City Council inquiries, Public Works Director Toor advised that the Senior Center roof will be prioritized for repair; noted that the roofs will utilize "cool roof" materials, thereby enhancing energy efficiency.

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

1. Accept a bid dated March 14, 2017 from Universal Coatings Inc., for the construction of the Citywide Roofing Project.
2. Reject all other bids received.
3. Authorize the City Manager to enter into a contract with Universal Coatings Inc., for a not-to-exceed amount of \$113,093.25 for construction services.

**20. Award of Contract to Faithful+Gould, Inc., to Perform a Facility Condition Assessment of City Buildings**

In response to City Council inquiries, Public Works Director Toor advised that the contract includes a provision that the contractor will present the final report to the City Council; explained that the assessment will be comprehensive and will allow staff the flexibility to sort and prioritize repairs in a variety of ways.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to:

1. Accept a proposal dated February 23, 2017 from Faithful+Gould, Inc., to perform a facility condition assessment of City of South Pasadena buildings.
2. Reject all other proposals received.
3. Authorize the City Manager to execute an agreement with Faithful+Gould, Inc., for a not-to-exceed amount of \$47,715.

**22. Authorize Purchase of Staff Laptops and Public Computers for the South Pasadena Public Library and Recreation Center**

In response to City Council inquiry, Library Director Fjeldsted advised that approximately 16 of the 32 new computers will be dedicated for public use.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Waive purchasing requirements and authorize purchase utilizing co-operative purchasing agreements through the National Association of State Procurement Officers pursuant to South Pasadena Municipal Code Section 2.99-29(19).
2. Approve expenditures from the State of California Cathode Ray Tube Settlement Fund to purchase 32 computers for use by City staff and members of the public at the South Pasadena Public Library and Recreation Center totaling \$28,896.54.



**PUBLIC HEARING****28. Request for Review of Planning Commission Decisions that Denied Appeals and Upheld Decisions of the Design Review Board for Development at 1746 and 1750 Hanscom Drive**

Mayor Pro Tem Schneider clarified that his statements at the Planning Commission Meeting related to the application of regulations for demolition permits; stated that he has not made a predetermination related to the project.

Senior Planner Mayer presented the staff report; advised that the project has complied with all existing requirements and procedures, noting that the applicant is not requesting any type of variances; opined that alterations have deteriorated the integrity of the original structures.

Mayor Cacciotti opened the Public Hearing.

Irene Acosta, Project Architect, pointed out that the existing residences are not listed in the City's inventory of historic properties; explained that Historic Resources Group (HRG) was retained to provide an historic analysis report regarding the property and there is no evidence that the properties have historic significance; stated that the structures have undergone illegal additions resulting in one of the structures encroaching beyond the property line; urged the City Council to allow the property owner to proceed with demolishing these unsafe structures and allowing him to construct two modestly sized contemporary homes.

Peter Bakhtiari, Property Owner, explained that he has worked with the Planning Department and complied with all regulations and procedures; advised that HRG was hired at the recommendation of City staff to refute claims by Janet Ferguson (appellant) that the properties had historic significance; noted that HRG found no evidence that the structure have historic significance and Ms. Ferguson has submitted no evidence to support her claims; pointed out that the Planning Commission conducted their due diligence and determined to deny Ms. Ferguson's appeal. In response to City Council inquiry, Mr. Bakhtiari advised that one of the new residences will be for his family and the second will be for sale.

Janet Ferguson, South Pasadena resident, noted that she was the appellant to the Planning Commission; pointed out that the project proposal will require the removal of mature trees located on the property; opined that removal of the subject trees will negatively impact the character of the hillside and neighborhood; asserted that Mr. Bakhtiari has not attempted to design the new residences within the existing landscape; asserted that Mr. Bakhtiari has purposefully damaged the subject trees so that they will die and can be removed; stated that the public notices were complex and misleading and that City staff was uncooperative in assisting her with the appeal; urged the City Council to deny the project.

Janet Braun, reading a letter from Kris Morrish, Chair of the Planning Commission, which urged the City Council to uphold the Planning Commission decision to approve the project; noted that the project has been reviewed by the Design Review Board, Cultural Heritage Commission, and Planning Commission; stated that the applicant has expended significant financial resources and has been responsive to concerns.

Janet Braun, Planning Commissioner, opined that the appellant was given substantial opportunity to provide evidence to support her claims that the properties have historic significance; stated that the appellant provided no such evidence and has now refocused her argument based on the removal of trees; noted that Commissioner Dahl and herself toured the property and found the structures to be “dumps.”

Kelly Koldus, Vice Chair of the Planning Commission, explained that the Commission relies on staff and consultants to be subject matter experts and support their claims with evidence; noted that the appellant provided weak and anecdotal evidence; stated that the Commission weighted all evidence and determined to support staff’s recommendation to approve the project; pointed out that the additions at 1746 Hanscom Drive have left the structure dilapidated and a danger to life and safety.

Conrado Lopez, Chair of the Design Review Board, noted that the applicant submitted the plans for voluntary conceptual review; stated that the Board found the project to be high quality and compatible with neighborhood character; stated that the project meets all requirements and will result in market improvements for the neighborhood; explained the design review process between the Design Review Board and Natural Resources and Environmental Commission (NREC).

In response to City Council inquiry, Mr. Mayer advised that a total of six trees were permitted for removal and that there is no evidence that any trees have been removed illegally or have been intentionally damaged; stated that the City Arborist attributes the decline in tree health to the drought.

City Manager Gonzalez explained that the NREC would have considered the tree removal request following the Planning Commission, but the consideration was deterred due to the City Council call-up.

Councilmember Khubesrian opined that it appears that the Planning Commission conducted a fair and thoughtful public hearing, noting that it conducted a site visit and provided the appellant ample time to provide evidence supporting her claims.

Councilmember Mahmud agreed that the Planning Commission was thoughtful in its deliberations; suggested that City staff evaluate the development review process in relation to the timing of design review versus tree removal consideration.

Mayor Pro Tem Schneider opined that the City’s design review process is defective and that the Design Review Board should have a City Council liaison; stated that the Design Review Board should not be in a position of reviewing demolition permits.

Councilmember Mahmud requested that the City Council agenda discussion regarding the streamlining of the design review process in relation to tree removal permits and demolition permits, seconded by Councilmember Khubesrian.



In response to City Council inquiry, Mr. Bakhtiari requested that the City Council uphold the Planning Commission's decision, noting that he is willing to accept risks associated with processing his building plans while the NREC reviews his tree removal permits.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to uphold the Planning Commission's decision to approve the proposed new homes located at 1746 and 1750 Hanscom Drive.

## **ACTION/DISCUSSION**

### **29. Adoption of a Resolution Approving the Last and Final Recognized Obligation Payment Schedule**

Finance Director Batt presented the staff report.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY SUCCESSOR AGENCY MEMBER MAHMUD, SECOND BY SUCCESSOR AGENCY MEMBER KHUBESRIAN, CARRIED 5-0, to adopt Resolution No. 2017-01 SA entitled "A Resolution of the Successor Agency to the Community Redevelopment Agency of the City of South Pasadena, California, adopting a last and final Recognized Obligation Payment Schedule."

## **MEETING RECESSED AND RECONVENED**

The City Council recessed at 10:55 p.m. and reconvened at 11:00 p.m., with all members present.

### **30. Approval of a Contract Amendment with Integrated Consulting Group, Inc., in the Amount of \$157,280, Provide Input on Funding; Review Related Design Documents, and Adoption of a Resolution to Reimburse Expenditures for the South Pasadena Community Center**

Community Services Director Pautsch and Ron Hagan, of Integrated Consulting Group, Inc., narrated a PowerPoint presentation entitled "City Council Presentation Proposed Restoration and Development of South Pasadena Community Center" and responded to City Council inquiries.

Anna Sarabian, of Fieldman, Rolapp, and Associates, narrated a PowerPoint presentation entitled "Community Center Funding Options" and responded to City Council inquiries.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

During the course of discussion, the City Council expressed support for including a solar panel shade structure over half of the upper parking lot; commended City staff for the quality of the Community Center design and inclusion of energy efficient technologies. City Manager Gonzalez advised that if the City Council directs City staff to proceed with moving forward to the next phase of the project, that the Community Center Designated Reserve will be reduced to approximately \$325,000.

Following discussion, MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to:

1. Support the floor plans and elevation for the Community Center.
2. Approve a contract amendment, subject to the approval by the City Attorney, with Integrated Consulting Group, Inc., in the amount of \$157,280 for the remaining California Environmental Quality Act and site studies.
3. Approve an appropriation and a transfer of \$157,280 from the Community Center/Maintenance Yard Designated Reserve account.
4. Adopt Resolution No. 7512 entitled "A Resolution of the City Council of the City of South Pasadena, California, declaring its intention to reimburse expenditures from the proceeds of tax exempt obligation to be issued by the City or entity related thereto and directing certain actions."

## REPORTS

### **31. Receive and File a Six Month Performance Review of the Transit Division's Data Management Software System**

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to receive and file a six month performance review of the Transit Division's data management software system.

## ADJOURNMENT

Mayor Cacciotti adjourned the Special Joint City Council/Redevelopment Successor Agency Meeting at 12:01 a.m.

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Evelyn G. Zneimer  
City Clerk

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Michael A. Cacciotti  
Mayor

Minutes approved by the South Pasadena City Council on May 3, 2017.





## City of South Pasadena Management Services

# Memo

**Date:** May 1, 2017

**To:** The Honorable City Council

**Via:** Sergio Gonzalez, City Manager

**From:** Margaret Lin, Principal Management Analyst *ML*

**Re:** May 3, 2017, City Council Meeting, Item No. 16 Additional Document –  
[Authorize the Mayor to Enter Into a Purchase and Sales Agreement with the  
California Department of Transportation for 1107 Grevelia Street and 2006  
Berkshire Avenue for the Purpose of Creating Pocket Parks]

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Attached are additional documents to the Purchase and Sales Agreements which provide the Legal Descriptions for 1107 Grevelia Street and 2006 Berkshire Avenue.

- 1107 Grevelia Street – DD 68499-01-01
- 2006 Berkshire Avenue – DD 64544-01-01

*CC: Council; CM; CA; DEPT; CCC; Reference Binder; Original to 5/3/2017 Addl Docs*

Additional Material  
AGENDA ITEM # 116  
5/3/17 City Council Mtg.

Number
DD 64544-01-01

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

Lot 5 of Valley View Heights No. 2, in the City of South Pasadena, County of Los Angeles, State of California, as shown on map recorded in Book 11, Page 113 of Maps, as acquired by the State of California (State Parcel No. 64544) in Deed recorded June 1, 1971, as Instrument No. 363 of Official Records, both in the Office of the Registrar-Recorder/County Clerk of said county.

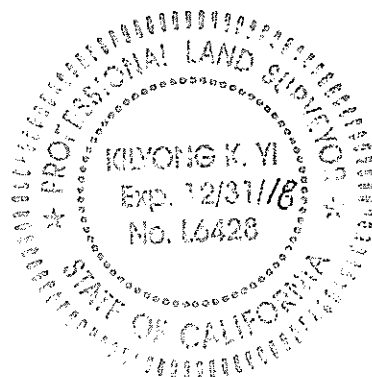
It is expressly made a condition herein that the conveyed property be used exclusively for open space, a public purpose, for a period of fifteen (15) years from the recorded date of this deed; that if said property ceases to be used exclusively for open space, a public purpose, during this fifteen (15)-year period, STATE may exercise its power of termination. In the event STATE exercises its power of termination, all title and interest to said property shall revert to the State of California, Department of Transportation, and that the interest held by GRANTEE, or its assigns, shall cease and terminate.

The actual public use of the herein described property as open space, must commence within 24 months from the recorded date of this deed and that public use shall continue throughout the remainder of the fifteen (15)-year period or STATE may exercise its power of termination.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature *Kilyong Yi*  
Licensed Land Surveyor

Date 4/26/17  
DD 64544-01-01



**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

Lot 2 of the Raab Tract, in the City of South Pasadena, County of Los Angeles, State of California, as shown on map recorded in Book 7, Page 65 of Maps, as acquired by the State of California (State Parcel No. 68499) in Deed recorded September 28, 1978, as Instrument No. 78-1075374 of Official Records, both in the Office of the Registrar-Recorder/County Clerk of said county.

It is expressly made a condition herein that the conveyed property be used exclusively for open space, a public purpose, for a period of fifteen (15) years from the recorded date of this deed; that if said property ceases to be used exclusively for open space, a public purpose, during this fifteen (15)-year period, STATE may exercise its power of termination. In the event STATE exercises its power of termination, all title and interest to said property shall revert to the State of California, Department of Transportation, and that the interest held by GRANTEE, or its assigns, shall cease and terminate.

The actual public use of the herein described property as open space, must commence within 24 months from the recorded date of this deed and that public use shall continue throughout the remainder of the fifteen (15)-year period or STATE may exercise its power of termination.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature Kilyong Yi  
Licensed Land Surveyor  
Date 4/26/17  
DD 68499-01-01





## AUTHORIZATION FOR THE ISSUANCE OF THE REQUEST FOR PROPOSAL FOR THE SAN PASCUAL STABLES

MAY 3, 2017

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City of South Pasadena

### Original Term

- First Three Years
- Operate and maintain an efficient and professional facility
  - On time payment
  - Good customer service
  - Improvements to operations and conditions of the facility
    - Installing automatic shut off nozzles at the wash rack
    - Post rules and regulation around facility
- City has sole discretion in determining if the Concessionaire is complying to the original terms
- Percentage rent 8% of gross income
- 2% of gross income paid to Capital Improvement Fund (CIF)

## Extended Term

- Next Seven Years (years 4 – 10)
- Continue meeting the terms of the Original Terms
- Begin to use the Capital Improvement Fund
  - Upgrading security lighting and arena lighting
  - Painting the barns
  - Resurfacing the parking lot
- Percentage Rent 9% of gross income
- Plus 3% of gross income to the CIF

## Final Term

- Last Ten Years ( years 11- 20)
- Continue meeting the terms of the Extended Term
- Continue Capital Improvements with the CIF
  - Replacement of pipe railing for turn outs, paddocks and arenas
  - Storage area upgrades
  - Continue to keep the arena footing well maintained
- Percentage rent is 10% of gross income
- Plus 5% of gross income to the CIF

## City's contribution to the CIF

- The City will pay 30% of the lease fee the concessionaire pays monthly into the CIF on a monthly basis.
- With the City contributing to the CIF, it will ensure the future maintenance of the facility.

Example (Based on average gross income of \$800,000 annually)

Original Term (3Years) - Based on minimum required percentages

8% of \$800,000 Gross Income	2% of \$800,000 Gross Income Paid to CIF	City 30% of \$64,000 Paid to CIF	Total Annual Fee Paid by Concessionaire	Net Annual Income to City Years 1 Thru 3	Total Generated for CIF Annually for Years 1 Thru 3
\$64,000	\$16,000	\$19,200	\$80,000	\$44,800	\$35,200



**Extended Term (7 Years) - Based on minimum required percentages**

Payment to City is 9% of Gross Revenue  
 Payment to Capital Improvement Fund is 3% of Gross Revenue  
 City Pays 30% of its 9% to Capital Improvement Fund

9% of \$800,000 Gross Income	3% of \$800,000 Gross Income Paid to CIF	City 30% of \$72,000 Paid to CIF	Total Annual Fee Paid by Concessionaire	Net Annual Income to City Years 4 thru 10	Total Generated for CIF Annually for Years 4 thru 10
\$72,000	\$24,000	\$21,600	\$96,000	\$50,400	\$45,600

**Final Term (10 Years) - Based on minimum required percentages**

Payment to City is 10% of Gross Revenue  
 Payment to Capital Improvement Fund is 5% of Gross Revenue  
 City Pays 30% of its 10% to Capital Improvement Fund

10% of \$800,000 Gross Income	5% of \$800,000 Gross Income Paid to CIF	City 30% of \$80,000 Paid to CIF	Total Annual Fee Paid by Concessionaire Years 11 thru 20	Net Annual Income to City Years 11 thru 20	Total Generated for CIF Annually for Years 11 thru 20
\$80,000	\$40,000	\$24,000	\$120,000	\$56,000	\$64,000

## Capital Improvement Fund

Original Term	\$105,600
Extended Term	\$319,200
Final Term	\$640,000

- Total of \$1,064,800 will go back into the facility over the 20 year lease

## Time Line

Announcement Open Proposal	May 8, 2017
Site visit	May 24, 2017
Questions from Bidders deadline	June 2, 2017
Questions and Answers posted to website	June 9, 2017
Proposals Due	June 23
Staff to review Proposals	Week of June 26
Bidders Notified	July 7
Interview with Bidders	Week of July 10
Staff Recommendations	July 17
San Pascual Stables Committee – Review	Aug 15
City Council Approval	Sept 6
Notification of Award	December/ January


# City of South Pasadena

## FY 2017-18

# PROPOSED BUDGET

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May 3, 2017




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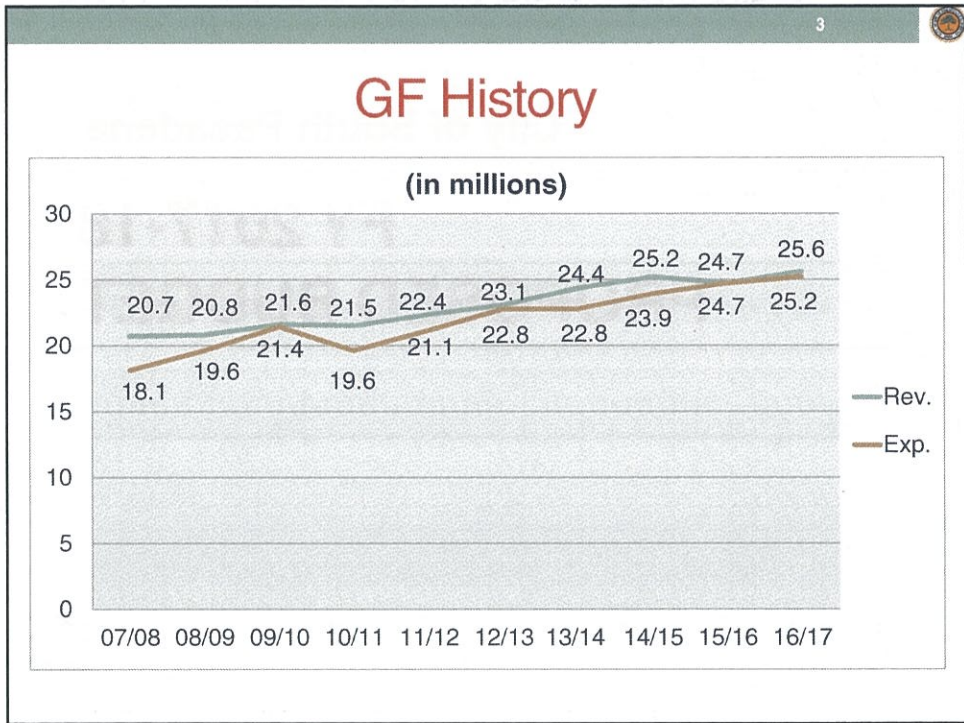
## FY 2017-18 Budget Timeline

Date	Action
<b>March 11</b>	Community Forum on Budget & Priorities
February/March	Departments and City Manager begin to develop department budgets, including supplemental requests for funds
<b>March 21</b>	Study Session on FY 2017/18 Budget
<b>May 3</b>	Discussion/Direction on FY 2017/18 Budget Priorities
May 4 to May 11	City Manager and Finance finalize Proposed Budget
<b>May 17</b>	Proposed FY 2017/18 Operating & CIP Budget
<b>June 7</b>	Public Hearing and Budget Adoption

**Red Date** = Public Participation



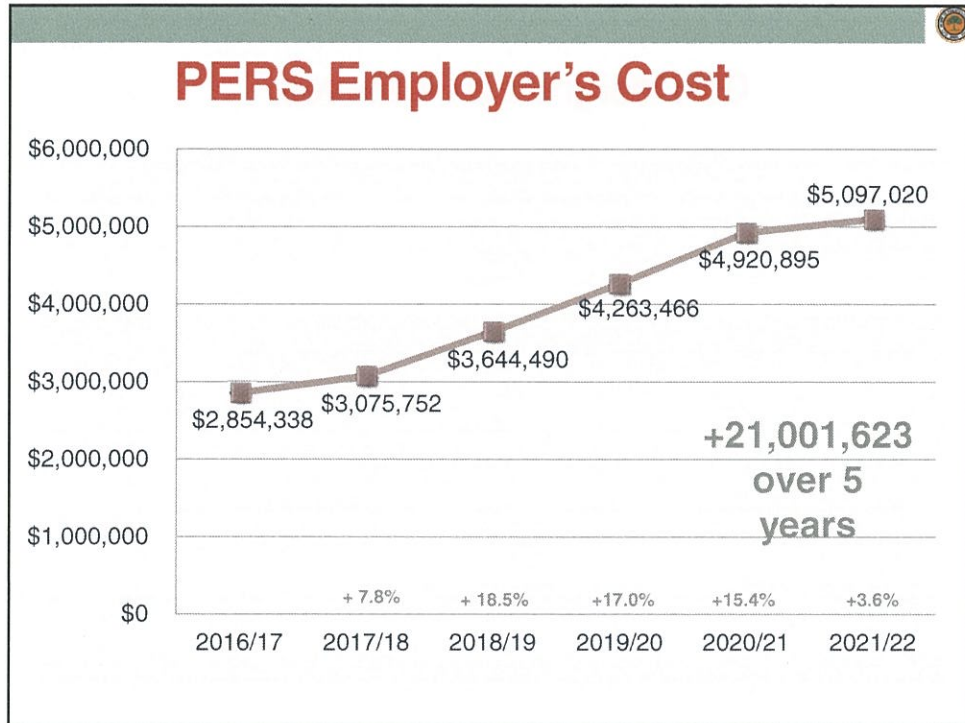




### Cash Flow Model

	16/17	17/18	18/19	19/20	20/21	21/22	5-Year Totals
<b>Revenues</b>	<b>25,622,021</b>	<b>26,724,642</b>	<b>25,913,165</b>	<b>26,052,602</b>	<b>26,193,433</b>	<b>26,335,673</b>	<b>156,841,536</b>
Department Expenses	23,670,694	24,820,929	24,425,441	24,994,313	25,645,167	26,070,598	149,627,142
Supplemental Capital	0	0	0	0	0	0	?
Street Improv. Projects	1,559,000	1,300,000	1,000,000	1,000,000	1,000,000	1,000,000	6,859,000
<b>Total Expenses</b>	<b>25,229,694</b>	<b>26,120,929</b>	<b>25,425,441</b>	<b>25,994,313</b>	<b>26,645,167</b>	<b>27,070,598</b>	<b>156,486,142</b>
<b>Net Income</b>	<b>392,327</b>	<b>603,713</b>	<b>487,724</b>	<b>58,289</b>	<b>(451,734)</b>	<b>(734,925)</b>	<b>355,394</b>
Other Funds - Measure R, Measure M, Gas Tax	797,000	800,000	1,000,000	1,000,000	1,000,000	1,000,000	4,800,000
Total Street Improv. Project	2,356,000	2,100,000	2,000,000	2,000,000	2,000,000	2,000,000	10,100,000

Note: FY 17-18 amounts include one-time grant revenues & expenditures




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### FY 2017-18 Proposed Budget

	General Fund
Total Revenues	\$26,724,642
Total Expenditures **	<\$26,120,929>
Net Income	\$603,713
Supplemental Requests funded with GF	360,000
<b>Total</b>	<b>\$243,713</b>

\*\* Assumes \$1,300,000 in street improvement projects from GF.

Total expenditures do not include supplemental requests.

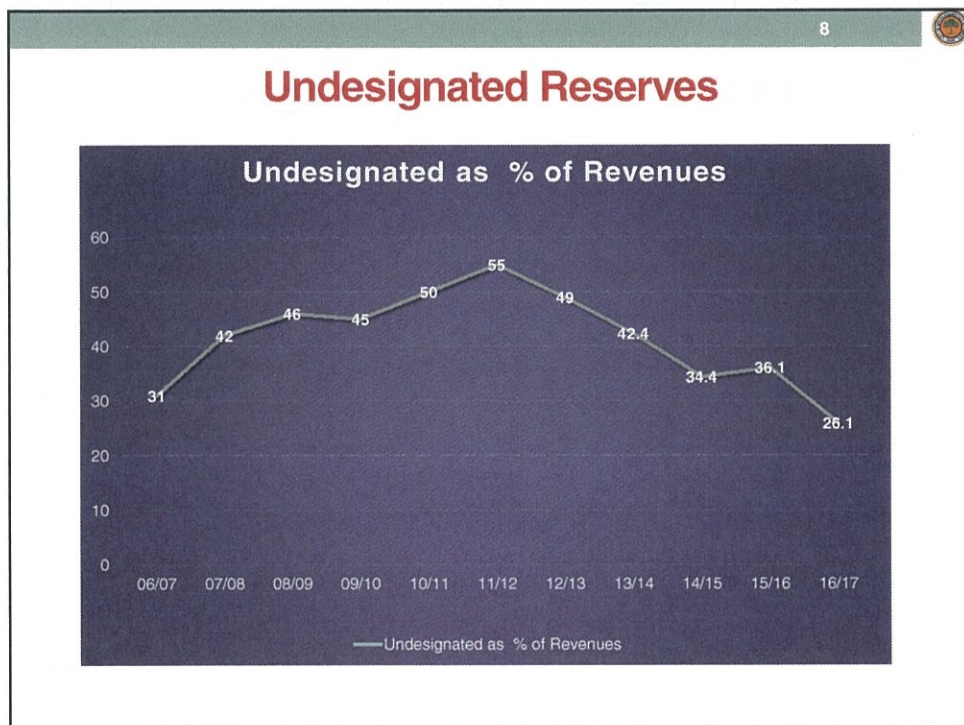




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### GF Designated Reserves

	FY 16/17	FY17/18	Comments
Arroyo Golf Course/Bike Trail	1,100,000	600,000	\$500K for trail project; set to begin work in 2017
Renewable Energy Sources	300,000	350,000	
Legal Services	500,000	500,000	
Retiree Benefits (Pension/Health)	1,000,000	1,000,000	
Maint. Yard/ Community Center	600,000	442,720	\$157,280 budgeted for Community Center EIR
Emergency Operations Center	300,000	400,000	Per Council's direction, add \$100K
Library Expansion	200,000	200,000	
Tree Replacement/Management	50,000	0	\$50K for tree planting/maintenance
Sidewalk Improvements	0	0	
CalTrans Vacant Lot Purchases	750,000	350,000	\$400K for purchase of 2 properties
Monterey Road Improvements	500,000	0	
General Plan/MSSP Reserve	205,000	205,000	
Storm Water	300,000	300,000	
Library Park Drainage	125,000	0	Project completed under budget; move to Facilities & Equipment replacement Fund





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## Undesignated GF Reserves

- FY 2016/17 undesignated general fund reserves equal to 26.1% of revenues
- Recommended Undesignated Reserve Level to **25% or \$6.75 million**

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## Facilities & Equipment Replacement Fund

- Current Balance: \$396,000
- Need to replenish fund
  - Drawdown Undesignated Reserve Funds from 26.1% to 25%  
**\$385,000**
  - Transfer balance from Library Drainage Project designated fund  
**\$125,000**

**Supplemental Requests** for purchase of  
4 Police Department Vehicles and  
1 Public Works Vehicle

**Total: \$200,000**

Anticipated Fund **BALANCE: \$591,000**

Department	Supplemental Requests	Cost	GF	Other Fund
Community Services	Garfield Park Band Shell	\$150,000		Park Impact Fee \$150,000
Community Services	Garfield Park Picnic Shelter	\$150,000		Capital Growth Fee \$150,000
Police	Vehicle purchase (4) – 1 patrol, 1 motorcycle, 1 detective, 1 captain (alt fuel)	\$150,000		Equip. Replace. Fund \$150,000
Public Works	Tree Maintenance	\$150,000	\$100,000	Designated reserves \$50,000
Public Works	Sidewalks	\$200,000	\$100,000	CDBG \$100,000
Public Works	Vehicle Purchase – CNG Truck for Streets Division	\$40,000		Equip. Replace. Fund \$40,000
Public Works	Heritage Park drainage/improvements	\$60,000	\$60,000	
<b>TOTAL from GF operating balance</b>			<b>\$260,000</b>	

Year	CIP Costs
2005/06	8,140
2006/07	339,560
2007/08	131,013
2008/09	609,033
2009/10	1,428,454
2010/11	487,975
2011/12	1,232,356
2012/13	851,935
2013/14	3,400,000
2014/15	2,855,000
2015/16	2,408,500
2016/17	2,806,000

- Backlog/estimated cost of city-wide repairs \$60 Million
- Annual contributions \$2 Million minimum
  - General Fund, UUT, Measure R, Measure M, HUTA

## Street Improvement Program

Street Improvement Projects	Estimated Cost
Monterey Rd. - Via Del Rey to Pasadena Ave. "Final Phase"	\$425,000
Preventative Maintenance – Various	\$300,000
Bushnell Ave. - Oak St. to Huntington Dr.	\$400,000
Diamond Ave. - Monterey Rd. to Lyndon St.	\$180,000
Camino Del Sol - Saint Albans Ave. to Santa Teresa	\$450,000
Alpha Ave. - La Fremontia to Valley View Rd.	\$390,000
<b>TOTAL</b>	<b>\$2,145,000</b>

Funding Source	Amount
General Fund	\$1,300,000
Measure R, Measure M, HUTA	\$800,000

## Council Direction Needed...

- Drawdown Undesignated Funds from 26.1% to 25%
  - Use drawdown amount to fund Facilities & Equipment Replacement Fund
- Transfer \$125,000 Balance from Library drainage project to Facilities & Equipment Replacement Fund
- Approve Supplemental requests from various fund sources
- Approve \$100,000 from fund balance to EOC designated fund
- Approved \$50,000 from tree replacement fund to be programed for tree planting maintenance
- Approve Street Improvement Program