



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

**Amedee O. “Dick” Richards, Jr. Council Chamber  
1424 Mission Street, South Pasadena, CA 91030**

**Wednesday, August 16, 2017, at 7:30 p.m.**

*In order to address the City Council, please complete a Public Comment Card.  
Time allotted per speaker is three minutes.  
No agenda item may be taken after 11:00 p.m.*

**CALL TO ORDER:** Mayor Michael A. Cacciotti

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

**INVOCATION:** Councilmember Joe  
*\*In permitting a nonsectarian invocation, the City does not  
intend to proselytize, advance, or disparage any faith or  
belief. Neither the City nor the City Council endorses any  
particular belief or form of invocation.*

**PLEDGE OF ALLEGIANCE:** Councilmember Joe

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

**PRESENTATION**

- 2. Fire Department Promotional Badge Pinning and Oath of Office Ceremony of Fire Chief Paul Riddle**
- 3. Presentation of a Certificate of Appreciation to Outgoing Commissioner Hailey Isabelle Bugg for Service on the Natural Resources & Environmental Commission**
- 4. Presentation by the San Gabriel Valley Mosquito and Vector Control District**

**COMMISSION APPOINTMENT**

**5. Commission Appointment**

Recommendation

Appoint Walter Cervantes to the Cultural Heritage Commission for a partial-term ending December 31, 2017.

**COMMUNICATIONS**

**6. Councilmembers Communications**

Time allotted per Councilmember is three minutes. Additional time will be allotted at the end of the City Council Meeting agenda, if necessary.

**7. City Manager Communications**

**8. Merchant Minute**

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

**PUBLIC COMMENTS AND SUGGESTIONS**  
(Time limit is three minutes per person)  
The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**  
In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

**CONSENT CALENDAR**

**10. Minutes of the City Council Meeting of July 19, 2017**

Recommendation

Approve the minutes of the July 19, 2017 City Council Meeting.

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

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 199244 through 199516 in the amount of \$2,603,324.03; General City Warrants Nos. 199517 through 199652 in the amount of \$386,203.54; Special Payroll dated July 21, 2017, in the amount of \$206,960.22; Payroll dated July 28, 2017, in the amount of \$576,358.90; Payroll dated August 11, 2017, in the amount of \$589,619.64; and Wire Transfers in the amount of \$1,676,810.

**12. Monthly Investment Reports for June 2017**

Recommendation

Receive and file the Monthly Investment Reports for June 2017.

**13. Appointment of Voting Delegate and Alternate to Represent the City of South Pasadena at the 2017 League of California Cities' Annual Business Meeting**

Recommendation

Appoint Councilmember Diana Mahmud as the City of South Pasadena's voting delegate, and Councilmember Marina Khubesrian as the voting alternate for the League of California Cities' 2017 Annual Business Meeting on Friday, September 15, 2017, at the Sacramento Convention Center.

**14. Approval of a Resolution Authorizing the Purchase of 1107 Grevelia Street and 2006 Berkshire Avenue for the Purpose of Creating Pocket Parks and Authorize the City Manager to Sign the Associated Certificate of Acceptance**

Recommendation

1. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, authorizing payment from the General Fund Caltrans Vacant Lot Purchases Designated Reserve for the remaining balance associated with the purchase of 1107 Grevelia Street and 2006 Berkshire Avenue for the purpose of creating pocket parks."
2. Authorize the City Manager to sign the associated Certificate of Acceptance.

**15. Contract Amendment with KOA Corporation for the Mission Street Bicycle Improvement Project to Extend the Existing Agreement Term to June 30, 2018**

Recommendation

Authorize the City Manager to execute a contract amendment with KOA Corporation to extend the existing agreement term until June 30, 2018.

**16. Mission-Meridian Village Parking Garage Valet Parking Services Lease Agreement Renewal with Crossings Restaurant**

Recommendation

Authorize the City Manager to renew the lease agreement with Crossings Restaurant to provide parking for their valet services within the Mission-Meridian Village Parking Garage.

**17. Adoption of a Resolution Establishing a Two (2) Hour Parking Restriction on Rollin Street from Fremont Avenue to Ramona Avenue**

Recommendation

Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, establishing a two hour parking restriction, from 7:00 a.m. to 5:00 p.m., every day on the south side of Rollin Street from Fremont Avenue to Ramona Avenue.”

**18. Authorize a Letter of Support for Assembly Bill 1180 (Holden) Los Angeles County Flood Control District: Taxes, Fees, and Charges**

Recommendation

Authorize a letter of support for Assembly Bill 1180 (Holden) Los Angeles County Flood Control District: taxes, fees, and charges.

**19. Approval of Resolutions: 1) Adopting a Memorandum of Understanding Between the City of South Pasadena and the South Pasadena Public Service Employees’ Association, 2) Establishing Compensation and Benefits for Management Employees; and Approval of Job Descriptions for New Full-Time Classifications**

Recommendation

1. Adoption of a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, adopting a Memorandum of Understanding between the City of South Pasadena and the South Pasadena Public Service Employees’ Association, superseding Resolution No. 7384 and Resolution No. 7479.”
2. Adoption of a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, approving Unrepresented Management Employee benefits listing and management salary schedule, superseding Resolution No. 7494.”
3. Approve job descriptions for three new full-time classifications and one updated job classification within the Library Department.

**20. Award of Contract to Climatec, LLC to Perform an Energy and Water Resources Investment Grade Audit**

Recommendation

Authorize the City Manager to execute an agreement with Climatec, LLC to perform an energy and water resources investment grade audit.

**PUBLIC HEARING**

**21. Public Hearing to Receive Input from the Community Regarding the Creation of a City Council District-Based Electoral System Pursuant to Elections Code Section 10010**

Recommendation

1. Receive a report from staff concerning the districting process and permissible criteria to be considered to create district boundaries.
2. Conduct a Public Hearing to receive public testimony on the composition of districts for a district-based electoral system pursuant to Elections Code Section 10010.

**ACTION/DISCUSSION**

**22. Resolution Adopting the South Pasadena Inventory of Cultural Resources and Review of Properties within Potential Historic Districts and Preservation Planning Districts**

Recommendation

1. Receive and file the Historic Resources Survey report prepared by Historic Resources Group (HRG) and adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, adopting the South Pasadena Cultural Resources Survey and Inventory of Addresses Update.”
2. Provide direction regarding the appropriate project review of properties not listed on the Inventory, but are within potential historic district.
3. Provide direction regarding the appropriate project review of properties within HRG’s recommended “preservation planning districts.”

**23. Discussion Regarding the Roles and Responsibilities of the Freeway and Transportation Commission and the Public Works Commission**

Recommendation

Provide direction regarding the roles and responsibilities of the Freeway and Transportation Commission and Public Works Commission.

**24. Authorize Three Full-Time, Non-Sworn Parking Control Officer Positions and Purchase of Two Vehicles**

Recommendation

1. Authorize three full-time Parking Control Officers (PCO), non-sworn positions in the Police Department's Support Services Division.
2. Authorize a budget transfer from Fiscal Year 2017-18 from "Contract Services" to "Salaries-Permanent."
3. Authorize a budget amendment to allocate funds from the "Facilities and Equipment" fund to purchase PCO vehicles.
4. Direct staff to purchase two parking control vehicles, and provide direction regarding type of vehicle purchased.

**25. Authorize the Purchase of Two Administrative/Detective Vehicles, One Police Motorcycle, One Police Radio and Installation of Emergency Equipment**

Recommendation

1. Authorize the purchase of two new 2017 Ford Police Utility Vehicles in the amount of \$59,521.60, from Wondries Fleet Group under the Cooperative Purchase Provision of the County of Los Angeles Contract #16361257-4.
2. Authorize the purchase of one new 2017 BMW Motorcycle in the amount of \$29,578.06 from Long Beach BMW under the Cooperative Purchase Provision of the County of Los Angeles Contract #PO-SH-15323008-1.
3. Authorize the purchase and installation of emergency operating equipment and one police radio in the amount of \$20,764.79, from Commline, Inc.

**26. Discussion of the San Gabriel Valley Council of Governments' Integration of the Alameda Corridor East**

Recommendation

Provide direction regarding the San Gabriel Valley Council of Governments' integration of the Alameda Corridor East.

**27. Provide Direction on Resolutions Being Considered at the League of California Cities' Annual Business Meeting**

Recommendation

Provide direction to the City of South Pasadena's delegate, or alternate delegate, to vote on resolutions being considered at the upcoming League of California Cities' Annual Business Meeting being held during the League's Annual Conference in Sacramento, California.

**COUNCILMEMBERS COMMUNICATIONS (continued)****ADJOURNMENT****FUTURE CITY COUNCIL MEETINGS  
(OPEN SESSION)**

September 6, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 20, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 4, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Prior to meetings, City Council Meeting agenda packets are available at the following locations:

- City Clerk's Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030;
- South Pasadena Public Library, 1100 Oxley Street, South Pasadena, CA 91030; and
- City website: [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas)

Agenda related documents provided to the City Council are available for public inspection in the City Clerk's Division, and on the City's website at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas). During the meeting, these documents will be available for inspection as part of the "Reference Binder" kept in rear of the City Council Chamber.

Regular meetings are broadcast live on Time-Warner Cable Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas).

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk's Division at (626) 403-7230.


**ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

08/10/2017

Date

  
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 Desiree Jimenez, CMG  
 Deputy City Clerk