



**Wednesday, December 20, 2017**  
**Minutes of the Regular Meeting of the City Council**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Cacciotti on Wednesday, December 20, 2017, at 7:45 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Councilmembers Joe, Mahmud and Khubesrian; Mayor Pro Tem Schneider; and Mayor Cacciotti.

**Absent:** None.

**City Staff**

**Present:** Stephanie DeWolfe, City Manager; Teresa L. Highsmith, City Attorney; Evelyn G. Zneimer, City Clerk; and Desiree Jimenez, Acting Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Mayor Pro Tem Schneider gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Schneider led the Pledge of Allegiance.

**CLOSED SESSION ANNOUNCEMENTS**

**1. Closed Session Announcements**

The Regular Closed Session of the City Council of December 20, 2017, was called to order by Mayor Pro Tem Schneider at 6:30 p.m.

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

**A. Initiation of Litigation**

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

Number of Cases: 1

**B. Existing Litigation**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9(d)(1):

Name of Case: Timothy Patrick Green v. City of South Pasadena et al., Los Angeles County Superior Court Case No. BC572438

City Attorney Highsmith reported that the City Council received briefings and provided direction to staff regarding the agendaized Closed Session Items, but did not take any reportable action.

**PRESENTATIONS**

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

Jamie Holman, Pasadena Humane Society (PHS) Director of Public Relations & Marketing, encouraged residents to visit the PHS adoption center; discussed safety tips to keep animals safe during the holiday season.

**3. Presentation by Senator Anthony J. Portantino, 25<sup>th</sup> State Senate District, on the State of the State Address**

Senator Portantino, 25<sup>th</sup> State Senate District, presented the State of the State address and responded to City Council inquiry.

Councilmember Joe displayed a PowerPoint slide and expressed appreciation for the partnership between the Senator's Office and the City of South Pasadena (City).

Councilmember Khubesrian requested that Senator Portantino consider supporting physical activity and recess at schools, indicating students learn better when they have recess each day.

Councilmember Mahmud thanked Senator Portantino for being a loyal and dedicated friend and advocate of the City of South Pasadena.

Mayor Cacciotti thanked Senator Portantino for all that he has done as State Senator.

**4. Presentation of a Certificate of Recognition to the South Pasadena Fire Department for Being Named as a Gold Award Recipient by the Los Angeles County Emergency Medical Services Agency**

Mayor Cacciotti presented a Certificate of Recognition to Fire Chief Paul Riddle, Fire Operations Division Chief Eric Zanteson, and Firefighter/Paramedics Scott McClellan and Justin Miller on behalf of the South Pasadena Fire Department for being named as a Gold Award Recipient by the Los Angeles County Emergency Medical Services Agency.

Fire Chief Riddle provided remarks and noted that the Gold Award was issued specifically for the South Pasadena Fire Department's performance and response in addressing ST-Elevation Myocardial Infarction ("STEMI") related calls.

**ELECTION OF OFFICERS**

**5. Mayor's Year End Review Presentation**

Mayor Cacciotti presented a PowerPoint presentation highlighting the 2016-2017 Mayoral term, and provided an overview of City commission and department accomplishments; expressed gratitude to the City Council, City staff, commissions, and community for a successful year in South Pasadena.

**6. Election of Mayor and Mayor Pro Tem for the 2017-2018 Term**

(Officers also serve as Redevelopment Successor Agency Chair and Vice Chair; Public Financing Authority Chair and Vice Chair; and Housing Authority Chair and Vice Chair)

Mayor Cacciotti announced the election of the Mayor and requested nominations. Councilmember Joe nominated Mayor Pro Tem Schneider as Mayor for the 2017-2018 term. Mayor Pro Tem Schneider accepted the nomination. Mayor Cacciotti moved that nominations be closed. MOTION BY COUNCILMEMBER JOE, CARRIED 5-0, to elect Richard D. Schneider, M.D. to the Office of Mayor.

Mayor Schneider announced the election of Mayor Pro Tem and requested nominations. Councilmember Joe nominated Councilmember Khubesrian as Mayor Pro Tem for the 2017-2018 term. Councilmember Khubesrian accepted the nomination. Mayor Schneider moved that nominations be closed. MOTION BY COUNCILMEMBER JOE, CARRIED 5-0, to elect Marina Khubesrian, M.D. to the Office of Mayor Pro Tem.

**7. Presentation to Outgoing Mayor Michael A. Cacciotti by Incoming Mayor**

Mayor Schneider presented outgoing Mayor Cacciotti with a gavel plaque and a gift certificate on behalf of the City. The City Council expressed gratitude to outgoing Mayor Cacciotti for his service.

**8. Comments by Incoming Mayor**

Mayor Schneider thanked his family, the City Council, and community for their support; outlined priorities to be focused on within the coming year; thanked outgoing Public Works Director Paul Toor for his service to the South Pasadena community.

**9. Recess to Reception**

A recess for refreshments and cake was taken in honor of outgoing Mayor Cacciotti.

**COMMUNICATIONS****10. Councilmembers Communications**

Councilmember Joe narrated photos depicting a Winter Wonderland Senior Center Luncheon, thanked the Police Chief and the South Pasadena Police Officers Association for hosting a successful event; wished everyone a happy and safe holiday.

Mayor Pro Tem Khubesrian thanked outgoing Mayor Cacciotti for an enjoyable year; thanked the City Council for the opportunity to serve as Mayor Pro Tem for the upcoming 2017-2018 term; wished happy holidays to the community; narrated photos depicting her attendance at various regional meetings and emphasized the importance of working together with neighboring cities on finding solutions to traffic solutions in the SR-710 corridor.

Councilmember Mahmud discussed her attendance at a San Gabriel Valley Council of Governments Board Meeting, noting that the Joint Powers Association 4<sup>th</sup> amendment for the integration of the Alameda Corridor East will be moving forward; thanked outgoing Mayor Cacciotti for his passion and dedicated efforts to designate South Pasadena as a Green Zone, ensure progress on the Arroyo Seco Bicycle and Pedestrian Trail, and support of the 626 Golden Streets and CicLAvia events; announced the South Pasadena Tournament of Roses Committee Annual Crunch Time Party and encouraged the community to show their support by participating or making a donation to the organization.

Councilmember Cacciotti requested to place an item on a future meeting agenda to allocate \$500 of his discretionary funds to South Pasadena Beautiful for frontage improvements at the United States Postal Office in South Pasadena, second by Mayor Pro Tem Khubesrian; recommended that staff coordinate an Earth Day project, including a mulch, compost, and plant giveaway, with Athens Services and South Pasadena Beautiful; thanked outgoing Public Works Director Toor for his service to the South Pasadena community, outlining successful projects and displayed photos.

Mayor Schneider noted a recent discovery by Stanford and Yale Universities of a small-molecule inhibitor known as NGI-1, which has been found to be effective in treating the Flavivirus genus of viruses, which includes the Zika virus.

## **11. City Manager Communications**

City Manager DeWolfe thanked outgoing Public Works Director Toor for his service; announced upcoming holiday closures and cancelation of the January 3, 2018 City Council Meeting; discussed the Business License Amnesty Tax Program and changes to the new trash billing cycle with Athens Services; and introduced Public Relations Consultant Susan Groveman, who will assist the City with communications and public engagement.

City Manager DeWolfe noted Additional Documents received for the following Consent Calendar items:

- Item No. 18 – “Approval of a Mills Act Contract for Property Located at 929 Buena Vista Street (2080-MIL), the Torrance-Childs Residence, also known as the “Rose Hedge House” (APN 5317-035-004)” – Amended contract regarding compliance with recommendations of the Cultural Heritage Commission provided.
- Item No. 21 – “Approval of a Contract Amendment with Raftelis Financial Services, Inc., for Additional Water Rate Consultant Services” – Detailed fee information provided.
- Item No. 22 – “Award of Contracts to Kabarra Engineering and RKA Consulting Group for Engineering Design Services for Fiscal Year 2017-18 Street Improvement Projects” – Detailed fee information regarding both engineering contracts and payment schedule provided.
- Item No. 24 – “Approval of a Letter to the California Department of Transportation Requesting a Cooperative Agreement for the State Route 110 Interchange Hookramp Project” – An additional sentence added clarifying that the construction would be entirely in the California Department of Transportation right-of-way.
- Item No. 26 – “Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation” – Noted incorrect wording on the staff recommendation on the City Council Meeting Agenda; noted that a draft letter was provided.

## **12. Reordering of and Additions to the Agenda**

None.

## **PUBLIC COMMENTS**

Gisella Benitez, Parent of South Pasadena students, urged the City Council to place “smoke-free zone” signs, citing the South Pasadena Municipal Code Section prohibiting smoking, near streets bordering South Pasadena schools; offered to pay for the increased signage; requested that the no-smoking distance be increased to 1000 feet.

Councilmember Mahmud recommended that the matter be referred to the City Council and South Pasadena Unified School District Ad Hoc Committee for review.

**CONSENT CALENDAR**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the Consent Calendar Item Nos. 14-22, 24-25, with Item Nos. 13, 23, and 26 pulled for separate discussion.

Mayor Pro Tem Schneider noted that he resides near the subject property and would therefore recuse himself from Item No. 18.

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

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 200741 through 200954 in the amount of \$1,100,971.54; General City Warrants Nos. 200955 through 200964 in the amount of \$169,268.56; Payroll dated November 17, 2017, in the amount of \$603,867.24; Payroll dated December 1, 2017, in the amount of \$774,333.93; and Payroll dated December 15, 2017, in the amount of \$622,596.44.

**15. Monthly Investment Reports for October 2017**

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

**16. Approval of Lease Agreement with the South Pasadena Preservation Foundation for the Use of the Meridian Iron Works Museum**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the lease agreement with the South Pasadena Preservation Foundation for the use of the Meridian Iron Works Museum.

**17. Approval of Agreement with Vision Technology Solutions, LLC, for Upgrade to Website Design and Hosting Services**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize the City Manager to enter into a five year agreement with Vision Technology Solutions, LLC, to upgrade the City's website design and hosting services.

**18. Approval of a Mills Act Contract for Property Located at 929 Buena Vista Street (2080-MIL), the Torrance-Childs Residence, also known as the "Rose Hedge House" (APN 5317-035-004)**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 4-0-1 (MAYOR SCHNEIDER RECUSED), to enter into a Mills Act contract with the property owners of 929 Buena Vista Street, the Torrance-Childs Residence, also known as the "Rose Hedge House."

**19. Approval of a Revised Lease Agreement with the Los Angeles County Department of Public Works for Shuttle Van Parking in the Mission-Meridian Village Parking Garage**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize the City Manager to execute a revised lease agreement to allow the Los Angeles County Department of Public Works to park their shuttle vans overnight in the Mission-Meridian Village Parking Garage.

**20. Approval of a First Contract Amendment with Historic Resources Group, Inc., for Additional Analysis of Properties Proposed to be Added to the Citywide Historic Resources Inventory**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, 5-0, to approve a first contract amendment, subject to the approval by the City Attorney, with Historic Resources Group, Inc., in the amount of \$12,950, for additional analysis of properties proposed to be added to the Citywide Historic Resources Inventory.

**21. Approval of a Contract Amendment with Raftelis Financial Services, Inc., for Additional Water Rate Consultant Services**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the first contract amendment with Raftelis Financial Services, Inc., for additional services performed during the water rate study in the amount of \$3,300 and authorize the City Manager to execute the contract amendment.

**22. Award of Contracts to Kabarra Engineering and RKA Consulting Group for Engineering Design Services for Fiscal Year 2017-18 Street Improvement Projects**

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

1. Accept a proposal dated November 14, 2017, from Kabbara Engineering for engineering design services for the Bushnell Avenue and Diamond Avenue Street Improvement Project and authorize the City Manager to execute an agreement with Kabbara Engineering for a not-to-exceed amount of \$70,158.
2. Accept a proposal dated November 14, 2017, from RKA Consulting Group for engineering design services for the Alpha Avenue and Camino Del Sol Improvement Project and authorize the City Manager to execute an agreement with RKA Consulting Group for a not-to-exceed amount of \$71,760.
3. Reject all other proposals received.

**24. Approval of a Letter to the California Department of Transportation Requesting a Cooperative Agreement for the State Route 110 Interchange Hookramp Project**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize approval for a letter to the California Department of Transportation regarding the City of South Pasadena's request for a Cooperative Agreement for the State Route 110 Interchange Hookramp Project.

**25. Approval of a Letter of Support on Behalf of the Foothill Gold Line Construction Authority's Grant Application for the Metro Gold Line Foothill Extension Light Rail Project**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve a letter of support on behalf of the Foothill Gold Line Construction Authority's grant application to secure funding to complete the Los Angeles County Metropolitan Transportation Authority Gold Line Foothill Extension Light Rail Project.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**

**13. Minutes of the City Council Meetings of November 1, 2017, and November 8, 2017**

Councilmember Cacciotti noted a correction to the November 8, 2017 City Council Meeting Minutes Agenda Item No. 1 "General Plan / Downtown Specific Plan Update – Direction Proceed with the Environmental Impact Report Phase" (12/20/2017 Agenda Packet Item No. 13 Page No. 18) to include separate votes taken by the Planning Commission and City Council.

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

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the minutes of the November 1, 2017, and November 8, 2017 City Council Meetings, as amended.

**23. Consideration of the 2018 City Council Meeting Schedule**

Councilmember Mahmud recommended that another potential City Council meeting date be established in place of the Meeting that would have taken place on July 4, 2018.

Acting Chief City Clerk Jimenez offered available dates within the month of July 2018.

By City Council consensus, it was determined that July 10, 2018 would be reserved as a place holder for a City Council Meeting, if needed.

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

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the 2018 City Council Meeting Schedule and reserve July 10, 2018 as a placeholder for a City Council Meeting, if needed.



**26. Approval of a Letter of Opposition to the California Public Utilities Commission on Draft Resolution E-4907 Related to Community Choice Aggregation**

Councilmember Mahmud, as the Los Angeles County Community Choice Energy (LACCE) Representative, indicated that the California Public Utilities Commission (CPUC) will consider a draft resolution at its January 11, 2018 Meeting which could threaten to delay the operation of the Community Choice Aggregation (CCA) as originally intended; discussed the substantial growth of member cities to the LACCE, different resource adequacy plans and respective timelines, potential delay of commencement of the CCA operation for one year; explained there is no pending proceeding for whole investor-owned utilities to procure short-term resource adequacy contracts.

Councilmember Mahmud requested authorization from the City Council to make adjustments to the letter to reflect a recent discussion with Los Angeles County Officials; noted the LACCE Board's decision to accelerate the data filing of the implementation plan and its intention to take several methods of opposition.

In response to City Council inquiries, Councilmember Mahmud indicated each member city will attempt to submit a letter, she would request that the San Gabriel Valley Council of Governments also submit a letter, and she would also furnish the modified letter to the City Council prior to distribution.

Councilmember Mahmud discussed the estimated roll out of service to municipal, commercial, and residential customers.

Councilmember Joe and Mayor Schneider indicated support for Councilmember Mahmud making adjustments to the letter, as needed.

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

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to authorize approval for a letter to the California Department of Transportation regarding the City of South Pasadena's request for a Cooperative Agreement for the State Route 110 Interchange Hookramp Project, and authorize Councilmember Mahmud to make adjustments to the letter, as needed.

**ACTION/DISCUSSION**

**27. Approval of a Revised Scope of Work for Landscape Maintenance Services Contract with LandCare**

Public Works Director Toor thanked the City Council for the opportunity to serve the community for the past six years; presented the staff report, and responded to City Council inquiries.

Public Works Director Toor clarified the expectation of services and as-needed maintenance schedule based on estimated field conditions; discussed the unit price for different weather

seasons and the terms of the contract; indicated the Public Works Operations Manager will closely monitor this contract so as to optimize service.

In response to City Council inquiry, LandCare Regional Vice President Don Cully and Branch Manager Cody Martin, outlined LandCare’s understanding of summer and winter seasons, noting that landscape growth depends on sustained temperatures and the amount of sunlight received; discussed estimated negotiated total occurrences for the year.

In response to City Council inquiry, Public Works Director Toor confirmed the usage of power washing devices on picnic tables and areas will occur on an as-needed basis.

Councilmember Cacciotti expressed concern for air pollution emission from power washing devices at City parks.

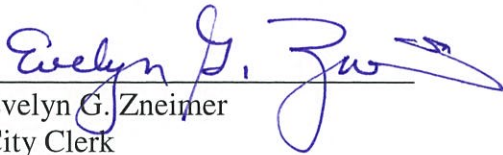
In response to City Council inquiry, Regional Vice President Cully confirmed the power washer is gas powered but will not emit air pollution and confirmed the vehicle is turned off during power washing, which saves fuel and money.

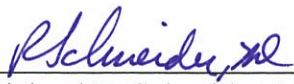
Mayor Schneider opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, receive and file the revised Scope of Work for the Landscape Maintenance Services Contract with LandCare.

**ADJOURNMENT**

Mayor Schneider adjourned the City Council Meeting at 9:55 p.m.

  
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Evelyn G. Zneimer  
City Clerk

  
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Richard D. Schneider, M.D.  
Mayor

Minutes approved by the South Pasadena City Council on February 7, 2018.