



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

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

**Wednesday, January 17, 2018, 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 Richard D. Schneider, M.D.

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

**INVOCATION:** Mayor Pro Tem Marina Khubesrian, M.D.  
*\*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:** Mayor Pro Tem Marina Khubesrian, M.D.

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

**PRESENTATIONS**

**2. Presentation of Certificates of Appreciation to Outgoing City Commissioners**

- Daniel Kreinbring, Animal Commission
- Susan Masterman, Design Review Board
- Alan Reynolds, Freeway and Transportation Commission
- Rick Thomas, Library Board of Trustees
- Jose Luis Zavala, Parks and Recreation Commission
- Kris Morrish, Planning Commission

**COMMISSION APPOINTMENTS**

**3. Commission Appointments and Re-appointments**

Recommendations

1. Appoint the following individuals to a full three-year term ending December 31, 2020: Elisabeth Emirhanian to the Animal Commission; Yael Lir to the Design Review Board; Arcelia Arce to the Freeway and Transportation Commission; David R. Uwins to the Library Board of Trustees; Zahir Robb to the Parks and Recreation Commission; and MJ Gravel to the Planning Commission.
  
2. Re-appoint the following individuals to a full three-year term ending December 31, 2020: Yvonne Banzali to the Animal Commission; Erin Fleming to the Animal Commission; Mark Steven Gallatin to the Cultural Heritage Commission; Victor Holz to the Cultural Heritage Commission; Carrie Adrian to the Finance Commission; Frank S. Catania to the Finance Commission; Stephen Leider to the Natural Resources and Environmental Commission; Janet Braun to the Planning Commission; Richard Tom to the Planning Commission; Ellen Daigle to the Public Safety Commission; Greg Hall to the Public Safety Commission; and Alexandria Levitt to the Senior Citizen Commission.

**COMMUNICATIONS**

**4. 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.

**5. City Manager Communications**

**6. 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 Acting 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****7. Minutes of the City Council Meetings of November 15, 2017, and November 21, 2017**Recommendation

Approve the minutes of the November 15, 2017, and November 21, 2017 City Council Meetings.

**8. Prepaid Warrants, General City Warrants, and Payroll**Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 200965 through 201315 in the amount of \$1,432,989.75; General City Warrants Nos. 201316 through 201503 in the amount of \$744,334.97; Payroll dated December 29, 2017, in the amount of \$742,006.09; and Payroll dated January 12, 2018, in the amount of \$555,000.44.

**9. Monthly Investment Reports for November 2017**Recommendation

Receive and file the Monthly Investment Reports for November 2017.

**10. Discretionary Fund Request from Councilmember Cacciotti for the Purpose of U.S. Post Office Frontage Improvements by South Pasadena Beautiful**Recommendation

Approve the Discretionary Fund request by Councilmember Cacciotti designating \$500 for the purpose of U.S. Post Office frontage improvements by South Pasadena Beautiful.

**11. Discretionary Fund Requests from Councilmember Joe for the Purpose of a Memorial Stone Dedicated to Aramazd Andressian Jr. at the Garfield Park Healing Garden, and for the Purpose of the South Pasadena PTA Special Needs Conference**Recommendation

Approve the Discretionary Fund requests by Councilmember Joe designating \$150 for the purpose of a memorial stone dedicated to Aramazd Andressian, Jr. at the Garfield Park Healing Garden, and \$150 for the purpose of the South Pasadena PTA Special Needs Conference.

**12. Adoption of Resolutions Authorizing Signatories on City Banking Accounts and Related Banking Documents**

Recommendation

Adopt the resolutions providing signatory authorization for the Mayor, City Treasurer, City Manager, Finance Director, and Assistant Finance Director.

**13. Approval of the Community Services Department Policies and Procedures Manual**

Recommendation

Approve the Community Services Department Policies and Procedures Manual.

**14. Update to the City of South Pasadena Substance Abuse Policy for Safety-Sensitive Community Transit Employees Handbook**

Recommendation

Approve the federally mandated updates associated with the City of South Pasadena Substance Abuse Policy for Safety-Sensitive Community Transit Employees Handbook.

**15. Approval of a Letter of Support for House Concurrent Resolution 72 as Introduced on July 24, 2017 as Child Safety Resolution**

Recommendation

Approve a letter of support for House Concurrent Resolution 72 as introduced in the House of Representatives on July 24, 2017.

<b>ACTION/DISCUSSION</b>
--------------------------

**16. First Reading and Introduction of an Ordinance Amending Chapter 21A (Skateboards and Skateboard Parks) of the South Pasadena Municipal Code**

Recommendation

Read by title only for first reading, waiving further reading, and introduce an Ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending Chapter 21A (Skateboards and Skateboard Parks) of the South Pasadena Municipal Code” regarding procedures and requirements for proper usage of the Skateboard Park, in accordance with California State Assembly Bill 1146 Skateboard Parks and California Health and Safety Code Section 115800.

**17. Approval of Mayor’s List of City Council Liaison and Regional Group Appointments and Adoption of a Resolution Appointing Delegates, Representatives, and Alternates to Various Agencies and Organizations**

Recommendation

1. Approve the Mayor’s list of City Council Liaison and Regional Group Appointments to various commissions, boards, and committees.
2. Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena.”

**18. Appropriate \$205,000 from the Emergency Operation Center Designated Reserves to the Emergency Preparedness Account for the Purchase of Equipment and Furniture for the Emergency Operations Center**

Recommendation

Read approve the transfer of \$205,000 from the Emergency Operations Center designated reserves to the Emergency Preparedness Account No. 101-5010-5012-8020 for the purchase of equipment and furniture for the EOC.

**COUNCILMEMBERS COMMUNICATIONS (continued)**

**ADJOURNMENT**

**FUTURE CITY COUNCIL MEETINGS  
(OPEN SESSION)**

February 7, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
February 21, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
March 7, 2018	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.*

1/11/2018  
Date

Natalie Sanchez  
Natalie Sanchez, CMC  
Acting Deputy City Clerk