




# Additional Documents Distributed for the Regular City Council Meeting June 20, 2018




Item No.	Agenda Item Description	Distributor	Document
4	Presentation by Athens Services on Organic Waste and Recycling Program	Christian Warner, Senior Director of Government Affairs on Athens Services' Organic Waste and Recycling Program	PowerPoint, Presentation
5	Merchant Minute	Amy Peltier, Owner, Peltier Interiors	PowerPoint, Merchant Minute Presentation
6	Councilmembers Communications	Michael A. Cacciotti, Councilmember	PowerPoint, Various Photos
7	City Manager Communications	Stephanie DeWolfe, City Manager	PowerPoint, Cancellation of July 4 <sup>th</sup> Council Meeting and Flyer of 4 <sup>th</sup> of July Parade; Marc's Baby Announcement
PC	Public Comments	John Genovese, South Pasadena Resident	Handout, So.Pas. Diamond Ave. Testimony
PC	Public Comments	Shlomo Nitzani, South Pasadena Resident	Handout, Damage to Property Caused by Peacocks
9	Minutes of the City Council Meeting of June 6, 2018	Marc A. Donohue, Chief City Clerk	Memo to Council
14	Authorize the First Contract Amendment with R C Foster Corporation to Rent a Temporary Wilson Reservoir Wellhead Treatment System in an Amount Not-to- Exceed \$372,000 for a Total Not-to- Exceed Contract Amount \$2,720,000	Kristine Courdy, Acting Deputy Public Works Director	Memo to Council
19	Public Hearing to Adopt a Resolution Confirming Report for Public Nuisance Abatement Cost for 2054 Fremont Avenue	Marlon Ramirez, Community Improvement Coordinator	Memo to Council


20	Reject the 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and Request Extension	Shannon Robledo, Police Sergeant & Winnie Fong, Senior Associate, Estolano LeSar Advisors	PowerPoint, Staff Presentation
20	Reject the 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and Request Extension	Karen Aceves, Principal Management Analyst	Memo to Council
21	Adoption of the 2018-19 Strategic Plan	Lucy Demirjian, Assistant to the City Manager	PowerPoint, Staff Presentation
21	Adoption of the 2018-19 Strategic Plan	Lucy Demirjian, Assistant to the City Manager	Memo to Council
23	Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail Along the Driving Range	Rafael Casillas, Acting Public Works Director	PowerPoint, Staff Presentation

 Athens Services


# Organics Waste & Recycling Programs

Wednesday, June 20




(888) 336-6100 AthensServices.com   

 Athens Services

## California Legislative Actions



AB 939	AB 341	AB 1826	AB 1594
<ul style="list-style-type: none"><li>• 1989</li><li>• 50% Diversion</li></ul>	<ul style="list-style-type: none"><li>• 2011</li><li>• Mandatory Commercial Recycling</li></ul>	<ul style="list-style-type: none"><li>• 2016</li><li>• Mandatory Commercial Organics Recycling</li></ul>	<ul style="list-style-type: none"><li>• 2020</li><li>• Eliminates green waste as ADC</li></ul>

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California disposes of approximately **30 million tons** of waste in landfills each year (of which more than **30%** is organic matter)



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## ***ORGANICS WASTE EXAMPLES***



Green Waste



Food Scraps



Food-Soiled Paper

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## AB1826 KEY DATES

- **April 1, 2016:**  
Businesses generating eight (8) cubic-yards or more of *organics waste* weekly must arrange for organics waste recycling services
- **January 1, 2017:**  
Businesses generating four (4) cubic-yards or more of *organics waste* weekly must arrange for organics waste recycling services
- **January 1, 2019:**  
Businesses generating four (4) cubic-yards or more of *solid waste* weekly must arrange for organics waste recycling services
- **January 1, 2020 (optional):**  
Businesses generating two (2) cubic-yards or more of *solid waste* weekly must arrange for organics waste recycling services

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## AB1826 PROGRAM REQUIREMENTS

- **Local Government Requirements**
  - Implementation of a Source Separated Organics Recycling Program
  - Reporting to Cal Recycle
  - Outreach and Education Plan
  - Monitoring

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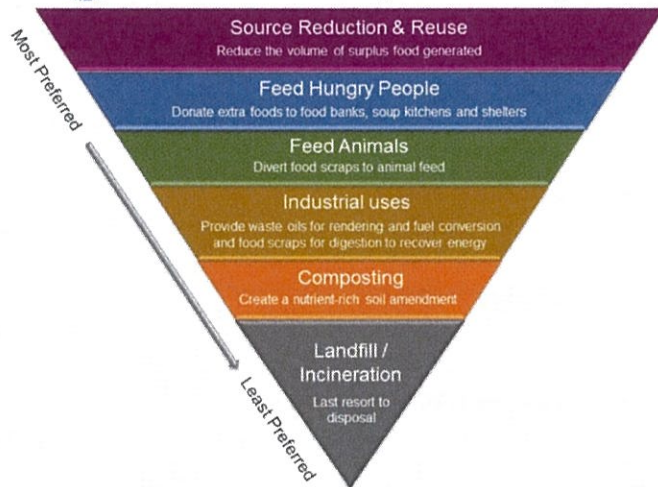


# BEST PRACTICES

## Food Waste Diversion and Recovery



### Food Recovery Hierarchy



# AB1594 KEY DATES

- **January 1, 2020:**
  - The use of green waste material as Alternative Daily Cover (ADC) will no longer count as diversion through recycling and will be considered disposal for purposes of measuring the City's 50 percent diversion rate
  - City is required to include the plan to address this new requirement through the City's Electronic Annual Report (EAR) to Cal Recycle, which is due **August 1, 2018**



# ATHENS' ORGANICS MISSION

Provide **sustainable, closed-loop solutions** to organics management while educating consumers, diverting valuable resources from landfills and enhancing the quality of green waste and food scraps for beneficial reuse



*Ensures compliance with AB 1824 and AB 1594*

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# ATHENS' SOLUTION



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# QUESTIONS?



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MERCHANT MINUTE  
PELIER INTERIORS  
Additional Material  
AGENDA ITEM # 5  
6/20/18 City Council Mtg.



2018/06/20  
6/20/2018



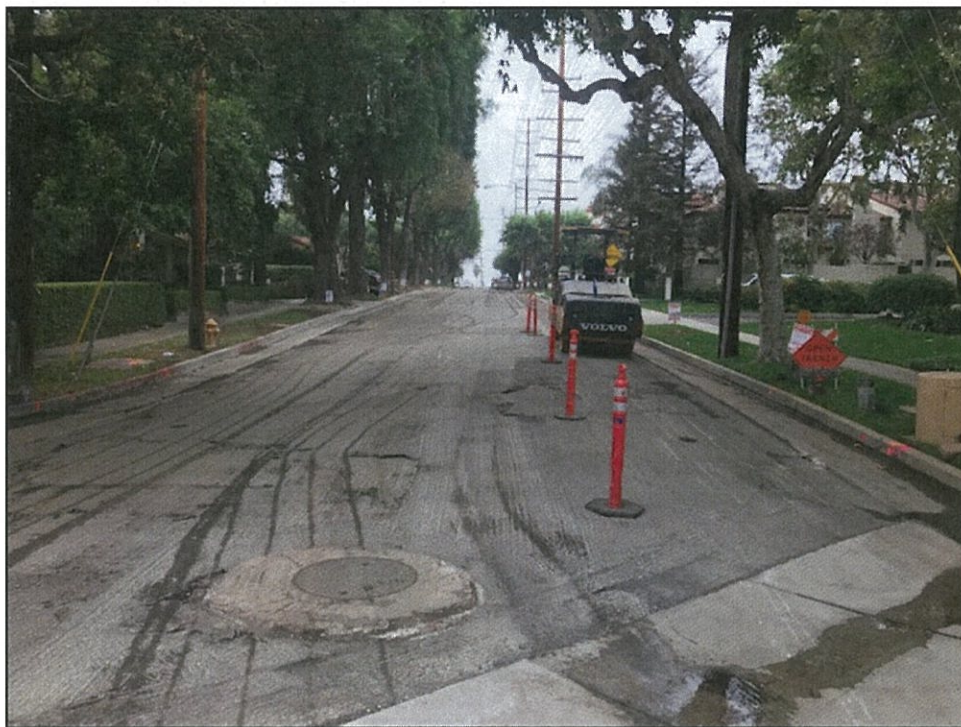


CACCIOTTI  
Additional Material  
AGENDA ITEM # 6  
6/20/18 City Council Mtg.

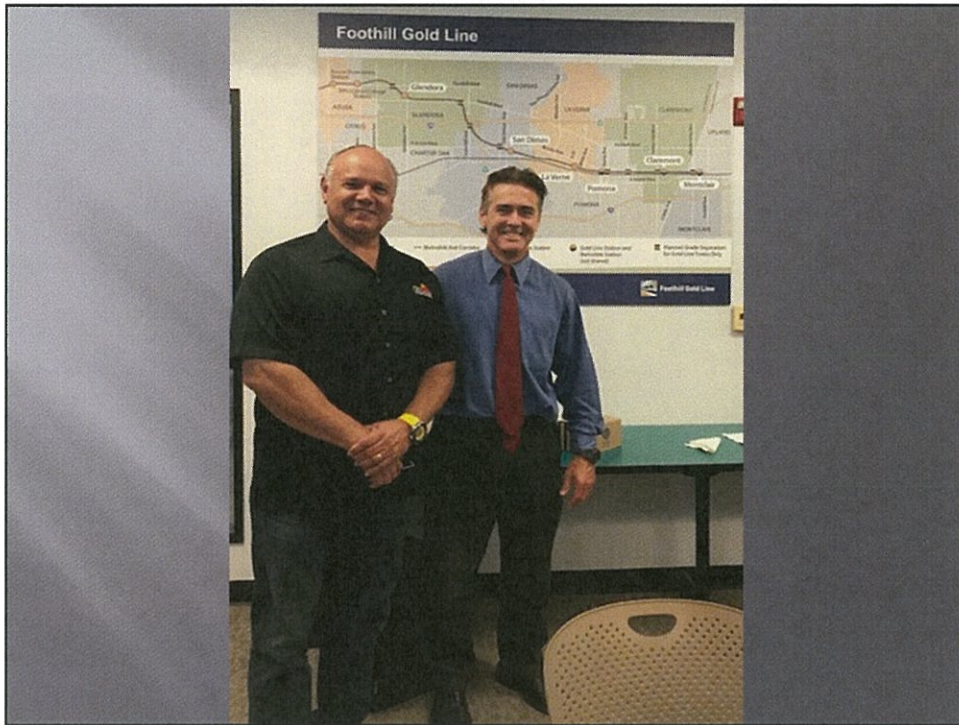


PROSAA

07 00 11













In observance of Independence Day,  
City Hall will be closed  
on Wednesday, July 4, 2018.

Regular business hours will resume  
on Thursday, July 5<sup>th</sup>.



# **NOTICE OF CANCELLATION**

## **JULY 4, 2018**

### **REGULAR CITY COUNCIL MEETING**

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the South Pasadena City Council for Wednesday, July 4, 2018, at 7:30 p.m., has been cancelled.

Following this meeting, the next City Council Regular Meeting will be held on July 18, 2018, at 7:30 p.m., in the Amedee O. “Dick” Richards, Jr. Council Chamber located at 1424 Mission Street South Pasadena, CA 91030. Any questions regarding this information may be directed to the South Pasadena City Clerk’s Office at (626) 403-7230.





- **Kiwanis Club Pancake Breakfast**

**Location:** South Pasadena Fire Station, 817 Mound Avenue (enter on Hope Street, between **Fremont** Avenue and Mound Avenue)

**Time:** 7:00 a.m. to 10:00 a.m.

**Opening Ceremony**

**Location:** South Pasadena Library Community Room – lawn, 1115 El Centro Street

**Time:** 10:30 a.m.

**Parade**

**Location:** Mission Street, from Diamond Avenue to Garfield Park

**Time:** 11:00 a.m.

**Celebration at Garfield Park**

**Location:** Garfield Park, 1750 Mission Street

**Time:** 12:00 p.m. to 4:00 p.m.

**Details:** Games, food, and activities

**Fireworks Show**

**Location:** South Pasadena High School, 1401 Fremont Avenue.

**Time:** 9:00 p.m. (Gates open at 5:30 p.m.)

**Details:** Food vendors will be on site at the show.



**LIAM AIDEN DONOHUE**

**JUNE 20, 2018,  
AT 1:40 A.M.**



## So. Pas. Diamond Ave. Testimony

Here's my story:

WWII Navy Veteran, silver star and various other medals.

We were living in Glassell Park when I came down with post traumatic syndrome in 1949. I spent 5 1/2 months in veterans mental hospital in Brentwood, CA. My two sons were 2 and 3 years old at the time. I Had 15 electro-shock treatments during my stay. The only reason for my survival was that i had to raise these two children, come hell or high water. I went back to my job as a glass beveler at W.P.Fuller & Co. after my release from the hospital. Glass beveling had automated during this time and became an obsolete trade.

In 1956 I left W.P. Fuller and became an electric draftsman at C. F. Braun Corp. in Alhambra CA. I eventually became an electrical designer and worked mostly on oil refinery projects and company facilities. In 1958 things slowed down after a huge Tidewater project was completed. We moved to Alhambra during my final weeks at Braun.

Alhambra started a Pony/Colt youth baseball league in 1960. I became a Colt league manager and won city championships the first two years. Was also manager of two all star teams in a San Gabriel Valley tournament.

In 1958 after Braun, I then went to work at Ralph M. Parsons and worked on architectural and engineering projects, mostly government related. In 1963 I relocated to Aerojet Engineering Corp. and worked mostly on Government projects. Between 1965 and 1968 I split my time between Braun and Parsons.

In the early 1960's developers had initiated a zoning change in Alhambra from R1 to R3 . Single family homes were being purchased and converted to multi-family residences. This resulted in tax increases for all homes. A Pony league manager and I started a tax revolt group to protest the tax increases. We eventually worked with

## PROPOSAL TO CITY OF SOUTH PASADENA

I moved to South Pasadena five years ago and have resided at Golden Oaks Apartments ever since. There is a precarious traffic flow problem on Diamond Ave. between El Centro and Mission streets. There are simple solutions that can be done to resolve the situation.

I mentioned this to mayor ~~Billy~~<sup>BURT</sup> Joe at the senior center shortly after i moved here. The simplest solution would be to eliminate parking on one side of the street. His answer was we need the parking. Is needed parking more important then avoiding accidents. I believe ~~Billy~~<sup>BURT</sup> Joe's niche is telling corny jokes at the senior center, not doing necessary deeds for the good of the community.

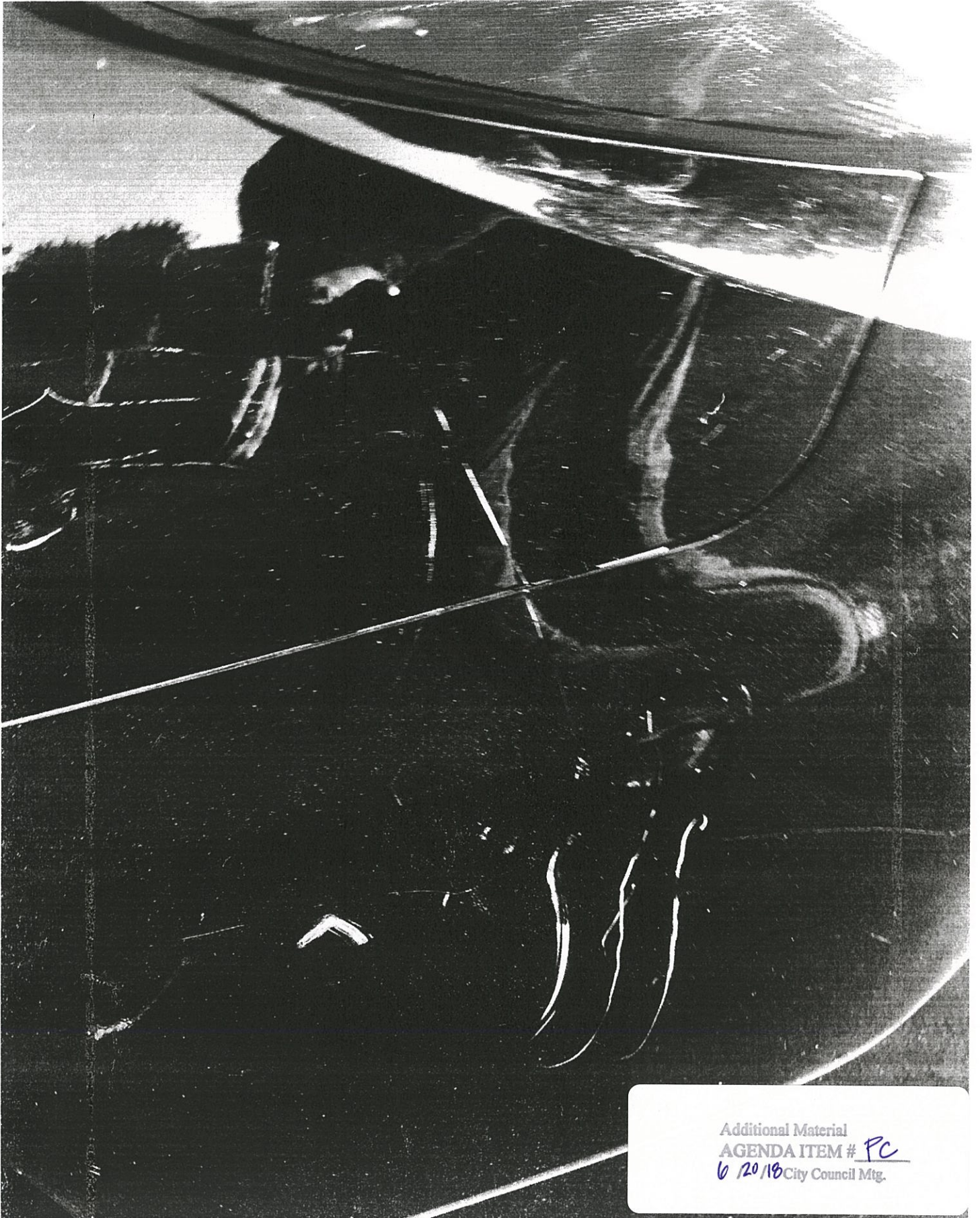
I am proposing to resolve the issue, by the City giving me the right to go ahead with the above mentioned solution at my own expense. The project could be accomplished by the end of July. The purpose for this is twofold. To show that things can get done without the bureaucratic process which stinks to high heaven in getting things done in short order.

And the second is that it seems everything is so politically motivated and the people who need the most usually get shortchanged.

I am planning to leave South Pasadena in the Fall and this would be my going away gift to the Golden Oaks tenants and others who traverse the area mentioned.

Sincerely,  
John Genovese

THIS IS NOT AN ACT OF GOD!!!



Additional Material  
AGENDA ITEM # PC  
6/20/18 City Council Mtg.

Nizami PC





**City of South Pasadena  
Management Services  
Department**

# Memo

**Date:** June 20, 2018  
**To:** The Honorable City Council  
**Via:** Stephanie DeWolfe, City Manager *SD*  
**From:** Marc Donohue, Chief City Clerk *MD for MD*  
**Re:** June 20, 2018 City Council Meeting Item No. 9 Additional Document – Minutes of the City Council Meeting of June 6, 2018

Attached is an additional document with the following added verbiage redlined and identified on the pages indicated below of the June 20, 2018 City Council Meeting Agenda Packet.

- Page 9-7:

**17. Receive Input on the 2018-2021 Draft South Pasadena Plan to Prevent and Combat Homelessness**

The City Council expressed their dissatisfaction with the proposed Plan and requested more specific recommendations be incorporated for the City of South Pasadena in the final Plan that will be presented at the June 20, 2018 City Council Meeting.

- Page 9-9:

**15. Approval of a Resolution Adopting the Fiscal Year 2018-19 Budget and Capital Improvement Plan**

The City Council requested annual evaluations of the designated reserves and considered moving \$150,000 into a reserve for trees in the future.

*CC: Council; CM; CA; CCC; Reference Binder; Original to 6/20/18 Addl Docs*

Additional Material  
AGENDA ITEM # 9  
6/20/18 City Council Mtg.



ITEM NO. 9

**Wednesday, June 6, 2018  
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 Schneider on Wednesday, June 6, 2018, at 7:34 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

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

**Absent:** None.

**City Staff**

**Present:** City Manager DeWolfe; City Attorney Highsmith; and Chief City Clerk Donohue were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Councilmember Mahmud gave the invocation.

**PLEDGE OF ALLEGIANCE**

Councilmember Mahmud led the Pledge of Allegiance.

**CLOSED SESSION ANNOUNCEMENTS**

**A. Closed Session Announcements**

The Regular Closed Session of the City Council of June 6, 2018, was called to order by Mayor 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. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9(d)(4):

Number of Cases: 2

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

Number of Anticipated Cases: 2

- C. 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

- D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54956.8:

Properties: 221 San Pascual Avenue, South Pasadena, CA 91030  
(APN Nos. 5716-021-270; 5716-021-271; 5716-021-903; and 5716-021-904)

Agency Negotiators: City Manager Stephanie DeWolfe; City Attorney Teresa L. Highsmith

Negotiating Party: San Pascual Stables, LLC

Under Negotiation: Lease Agreement, Terms

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

1. **Fire Department Badge Pinning of Firefighters/Paramedics Corbin Cutshaw and Adam Tregenza**

Fire Chief Riddle administered the Oath of Office and badge pinning to Firefighters/Paramedics Corbin Cutshaw and Adam Tregenza.

2. **Certificate of Recognition to James Reynolds for Winning a Daytime Emmy Award and Invaluable Contributions to the South Pasadena Arts Council**

Mayor Schneider presented a Certificate of Recognition to James Reynolds.

3. **Announcement of 5<sup>th</sup> Grade Winners of the Festival of Balloons 4<sup>th</sup> of July Poster Contest Depicting the Theme "Our Schools – Pride of South Pasadena"**

Joe Payne, representing the Festival of Balloons 4<sup>th</sup> of July Committee, described the poster contest depicting the “Our Schools – Pride of South Pasadena” theme and announced the winners.

## COMMUNICATIONS

### 5. Councilmembers Communications

MOTION BY MAYOR PRO TEM KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI to bring a resolution to a future City Council meeting to protect the California coast from offshore drilling.

Mayor Pro Tem Khubesrian asked staff to look into the possibility of having the lights at the Arroyo North Park stay on until 10:00 p.m. during the summer months. She shared photos of her daughter’s graduation ceremony at South Pasadena High School.

Councilmember Joe discussed the recent Annual Health Fair at the South Pasadena Senior Center and the upcoming Community Emergency Response Team (CERT) training for South Pasadena Unified School District employees located at the South Pasadena Fire Department from June 12 to 14, 2018.

Councilmember Cacciotti displayed photos from a recent Public Works Commission meeting; the new Arroyo Seco Bicycle and Pedestrian Trail; a radar speed trailer on Fletcher Avenue; a loose stop sign that was recently fixed on Beech Street and Huntington Drive; a recent patched sidewalk; a Councilmember from the City of Glendora taking the train to a Metropolitan Water District of Southern California meeting; Garfield Park grass that was recently mowed by the City’s all electric equipment; the Ribbon Cutting Ceremony from Palette Salon Studios; the recent historic home tour in the City; and the recent mural completed by Boy Scout Pack #7 at the Community Garden on Magnolia Street. He requested that future bulky item pickup and mulch giveaway events be better advertised in the City.

### 6. City Manager Communications

City Manager DeWolfe announced that passport services have moved from City Hall to the South Pasadena Public Library effective June 4<sup>th</sup>; the upcoming Health & Wellness Family Festival on Thursday, June 7, 2018; introduced John Pope, Interim Public Information Officer; and the upcoming Nonprofit Empowerment and Exemption Symposium on Friday, June 29<sup>th</sup>.

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

Mayor Schneider moved Item No. 19 to immediately follow City Manager Communications; Item No. 21 to immediately follow Item No. 19; Item No. 18 to immediately follow Item No. 21; Item No. 17 to immediately follow Item No. 10; and Item No. 16 to immediately follow Item No. 15.

**ACTION/DISCUSSION (Continued on page 72)****19. Adoption of a Resolution Proclaiming Ronald Koertge as Poet Laureate for the City of South Pasadena**

Director of Library, Arts & Culture Fjeldsted presented the staff report and responded to City Council inquiries.

Ronald Koertge provided comments and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

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

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to adopt Resolution No. 7560 entitled "A resolution of the City Council of the City of South Pasadena, California, proclaiming Ronald Koertge as Poet Laureate for the City of South Pasadena."

**REPORTS****21. Update on Compliance with California State Water Resources Control Board 1,2,3-TCP Water Regulations, Water Quality Reports, and Review of Interim Water Discoloration Mitigation Measures**

Acting Deputy Public Works Director Courdy presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

Larry Gale, South Pasadena Resident, stated the City addressed his concerns during the staff presentation.

Bianca Richards, South Pasadena Resident, thanked City staff for their help throughout the water discoloration issue.

There being no others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY MAYOR PRO TEM KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to receive and file the update on compliance with California State Water Resources Control Board 1,2,3-TCP water regulations, water quality reports, and review of interim water discoloration mitigation measures.

**ACTION/DISCUSSION (Continued on page 74)****18. Approval of South Pasadena Chamber of Commerce Request for One-Time Allocation of Business Improvement Tax Funds in the Amount of \$22,000 for the 2019 Eclectic Music Festival**

Assistant to the City Manager Demirjian and South Pasadena Chamber of Commerce President & CEO Laurie Wheeler presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

There being no one others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, approve a request from the South Pasadena Chamber of Commerce for a one-time allocation in the amount of \$22,000 of Business Improvement Tax funds to support the 2019 Eclectic Music Festival.

**PUBLIC COMMENTS**

Chief City Clerk Donohue stated the City received a public comment through email from David Lyman, South Pasadena Resident, related to the City's smoking ordinance adopted at the May 16, 2018 City Council Meeting.

Larry Gale, South Pasadena Resident, inquired when the City was going to repave the southern part of Via Del Rey and Alpha Street.

Councilmembers and staff briefly responded to Mr. Gale's comments.

**CONSENT CALENDAR**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 7-9 and 11-13 with Item No. 10 pulled for separate discussion.

**7. Minutes of the City Council Meeting of May 16, 2018**

Approved the minutes of the May 16, 2018 City Council Meeting.

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

Approved the City of South Pasadena Prepaid Warrants Nos. 202885 through 202959 in the amount of \$186,376.18; General City Warrants Nos. 202960 through 20372 in the amount of \$568,226.62; Payroll dated May 18, 2018, in the amount of \$564,479.64; and Payroll dated June 1, 2018, in the amount of \$721,159.14.

**9. Approval of City Memberships to Regional, State, and National Organizations**

Approved the City's membership to various regional, State, and national organizations for Fiscal Year 2018-19.

**11. Approve a Lease of 700 Acre-Feet of Unused Fiscal Year 2017-18 Water Production Rights with Valley County Water District in an Amount of \$513,912**

1. Authorized the City Manager to execute the lease agreement between the City of South Pasadena and Valley County Water District to lease 700 acre-feet of unused Fiscal Year 2017-18 water production rights in an amount of \$513,912.
2. Authorized the City Manager to execute and file the Temporary Assignment or Lease of Water Rights between the City of South Pasadena and Valley County Water District with the Main San Gabriel Basin Watermaster.

**12. Adoption of a Resolution Approving a Grant for State Funded Project No. 00141S for the Systemic Safety Analysis Report Program for the City of South Pasadena Awarded by California Department of Transportation**

Adopted Resolution No. 7557 authorizing the City Manager to execute a grant for State funded Project No. 00141S for the Systemic Safety Analysis Report Program for the City of South Pasadena awarded by California Department of Transportation.

**13. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Arroyo Seco Bicycle and Pedestrian Trail Project and Authorization to Release Retention Payment to Sully-Miller Contracting Company in the Amount of \$85,331.17**

1. Accepted the Arroyo Seco Bicycle and Pedestrian Trail Project as complete.
2. Authorized the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk.
3. Authorized release of retention payment to Sully-Miller Contracting Company in the amount of \$85,331.17.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION****10. Adoption of a Resolution in Support of the South Pasadena Preservation Foundation Holding the Historical Covenants for the Caltrans Surplus Properties**

Mayor Schneider recused himself from this item at 8:51 p.m. due to his residence being within close proximity to the Caltrans property.

Principal Management Analyst Lin, Mark Gallatin, South Pasadena Preservation Foundation (SPPF), and Odom Stamps, SPPF presented the staff report and responded to City Council inquiries.

Councilmember Mahmud noted that City Council received an amended resolution with minor corrections and requested that the SPPF bring an annual report to the City as part of the recommended action.

Mayor Pro Tem Khubesrian opened the Public Comment period.

There being no others desiring to speak on this item, Mayor Pro Tem Khubesrian closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 4-0-1 (Mayor Schneider recused), to:

1. Adopt Resolution No. 7556 entitled “A Resolution of the City Council of the City of South Pasadena, California, in support of the South Pasadena Preservation Foundation to hold the Historical Covenants for the California Department of Transportation Surplus Properties.” as amended.
2. Require that the South Pasadena Preservation Foundation present an annual report to the City Council.

Mayor Schneider returned to the Council Chamber at 9:08 p.m.

#### **ACTION/DISCUSSION (Continued on page 75)**

#### **17. Receive Input on the 2018-2021 Draft South Pasadena Plan to Prevent and Combat Homelessness**

Sergeant Robledo, Winnie Fong, LeSar Development Consultants, and Jen Kim, Los Angeles County Chief Executive Office, presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

Chief City Clerk Donohue stated the City received a public comment through email from Joanne Nuckols, South Pasadena Resident, providing feedback on the draft South Pasadena Plan to Prevent and Combat Homelessness.

Laurie Wheeler, South Pasadena Chamber of Commerce President & CEO, thanked the City and the Consultant for allowing the Chamber of Commerce to participate in the discussion of the South Pasadena Plan to Prevent and Combat Homelessness.

Bianca Richards, South Pasadena Resident, requested a resource guide for landlords and building managers.

There being no others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

The City Council expressed their dissatisfaction with the proposed Plan and requested more specific recommendations be incorporated for the City of South Pasadena in the final Plan that will be presented at the June 20, 2018 City Council Meeting.



**PUBLIC HEARING (Continued on page 76)****14. Public Hearing for Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year 2018-19**

Acting Deputy Public Works Director Courdy presented the staff report.

Mayor Schneider opened the Public Hearing.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Hearing.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0 to, adopt Resolution No. 7558 entitled "A Resolution of the City Council of the City of South Pasadena, California, confirming the Fiscal Year 2018-19 annual levy and collection of assessments certain maintenance in an existing District pursuant to the Provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California."

**ACTION/DISCUSSION (Continued on page 76)****16. Award of Contract to R C Foster Corporation for Design Build Construction of the Wilson Reservoir Wellhead Treatment System in an Amount Not-to-Exceed \$2,348,000**

Acting Deputy Public Works Director Courdy presented the staff report and responded to City Council inquiries.

Robert Foster, R C Foster Corporation and Tim Brekke, Calgon Carbon Corporation, responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

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

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0 to:

1. Accept a proposal dated May 17, 2018, from R C Foster Corporation for design build construction of the Wilson Reservoir Wellhead Treatment System Project.
2. Reject all other proposals received.
3. Authorize the City Manager to enter into a contract for an amount not-to-exceed \$2,348,000 for the design build Project.

**PUBLIC HEARING****15. Approval of a Resolution Adopting the Fiscal Year 2018-19 Budget and Capital Improvement Plan**

Principal Management Analyst Aceves presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Hearing.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Hearing.

The City Council requested annual evaluations of the designated reserves and considered moving \$150,000 into a reserve for trees in the future.

MOTION BY COUNCILMEMBER JOE, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0 to, adopt Resolution No. 7559 entitled "A Resolution of the City Council of the City of South Pasadena, California, adopting the Fiscal Year 2018-19 Budget" and the Capital Improvement Plan.

**ACTION/DISCUSSION****20. First Reading and Introduction of an Ordinance Reauthorizing the City's Public, Educational, and Governmental (PEG) Access Support Fee**

Chief City Clerk Donohue presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

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

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0 to, read by title only for first reading, waiving further reading, of an ordinance entitled "An ordinance of the City Council of the City of South Pasadena, California, reauthorizing the City's Public, Educational, and Governmental (PEG) Access Support Fee."

**ADJOURNMENT**

Mayor Schneider adjourned the City Council Meeting at 10:46 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 June 20, 2018.



## City of South Pasadena Public Works

# Memo

**Date:** June 20, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager *OK for SD*

**From:** Kristine Courdy, Acting Deputy Public Works Director *kc*

**Re:** June 20, 2018 City Council Meeting Item No. 14 Additional Document –  
Authorize the First Contract Amendment with R C Foster Corporation to Rent a  
Temporary Wilson Reservoir Wellhead Treatment System

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Attached is a red line of the first contract amendment to R C Foster Corporation to rent a temporary wellhead treatment system at Wilson Reservoir. The revisions are included under paragraph 4, page 2 of the Amendment.

FIRST AMENDMENT TO  
AGREEMENT FOR DESIGN/BUILD CONSTRUCTION

THIS AMENDMENT (“Amendment”) is made as of this 20<sup>th</sup> day of June, 2018, by and between the CITY OF SOUTH PASADENA (“CITY” or OWNER) and R C FOSTER CORPORATION, (“CONTRACTOR” or DESIGN-BUILDER).

RECITALS

WHEREAS, on June 6, 2018, the CITY and CONTRACTOR entered into an Agreement for DESIGN/BUILD CONSTRUCTION (“Agreement”) for CONTRACTOR to provide and furnish all the Design, labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: Wilson Reservoir TCP Wellhead Treatment Project No. W2018-01, all in accordance with the Contract Documents; and

WHEREAS, the original Agreement was in the amount of \$2,348,000; and

WHEREAS, the CITY desires to amend the Agreement to increase the scope of work for the CONTRACTOR to provide temporary rental granular activated carbon wellhead treatment equipment while the permanent equipment is being designed and manufactured; and

NOW THEREFORE, THE CITY AND THE CONTRACTOR AGREE AS FOLLOWS:

1. PAYMENT FOR SERVICES. That Section 3 of the Agreement is hereby amended to read as follows:

CITY shall pay for additional construction work performed by the CONTRACTOR pursuant to the terms of this Amendment Agreement. The total amount for the Agreement shall not exceed the authorized amount of \$ 2,720,000 (which includes the compensation for the original scope of work in the amount of \$2,348,000 and the compensation for the additional scope of work in the amount of \$372,000), unless the CITY has given specific advance approval in writing.

2. SCOPE OF SERVICES. That the scope of work of the Agreement is hereby amended to include Exhibit “A” as attached to this Amendment and incorporated herein by this reference.

3. TERM. The term of this Amendment Agreement shall remain per Section 4 of the Agreement.

4. Execution of the work pursuant to this Amendment will not extend the time for performance of the Project. The compensation of the additional construction work identified in Paragraph 1 of the Amendment includes all direct and indirect costs of performing the additional work identified in Paragraph 2 of the Amendment.

5. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

“City”  
City of South Pasadena

“Contractor”  
R C Foster Corporation

By: \_\_\_\_\_  
*Signature*

By: \_\_\_\_\_  
*Signature*

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Attest:**

By: \_\_\_\_\_  
Evelyn G. Zneimer, City Clerk

Date: \_\_\_\_\_

**Approved as to form:**

By: \_\_\_\_\_  
Teresa L. Highsmith, City Attorney

Date: \_\_\_\_\_

Amendment Exhibit “A”  
Scope of Services

Contractor shall supply and install four (4) granular activated carbon (GAC) Calgon Model 10 vessels (Vessels) with 20,000 pounds of carbon each (80,000 pounds total) of the Filtrasorb 400 Carbon media to be furnished as a temporary GAC system for the City. Two (2) of the Vessels will be rental equipment that will be installed and removed upon the completion of the temporary services. Two (2) vessels will undergo structural modifications to meet seismic design requirements of the site so that they can be incorporated into the permanent system. The temporary GAC system will be installed on the permanent concrete slab included in the original construction scope of work. The Contractor shall supply and install all temporary piping and necessary components to operate the four (4) Vessels in parallel to achieve the required 3,000 gallons per minute (GPM) of well water production. These Vessels will run temporarily until the permanent GAC systems are delivered to the site, installed, and operational.

The scope of work includes delivery of the four (4) Vessels, initial fill of 80,000 pounds of Filtrasorb 400 Carbon media, installation of the Vessels and temporary piping, three months of rental for the equipment (see exception noted below), removal of the temporary piping, transferring the media from the temporary system to the permanent system, and all other work associated with bringing the temporary GAC system into operation.

In addition to the three (3) month rental period, the scope of work includes a one (1) month grace period on the rental equipment should there be delays in the manufacturing or production of the GAC permanent equipment in the original scope of work.

Below is a summary of the costs for the temporary GAC system:

<b>Detailed Breakdown of Temporary System</b>	<b>Price</b>
Removal of Rental Equipment (includes carbon transfer)	\$60,000
Delivery of Rental Equipment	\$30,000
Installation and Rental of GAC Equipment	\$109,000
Installation and Removal of Temporary Piping	\$110,000
Leg Modifications to Two (2) Vessels	\$38,000
Temporary Backwash	\$25,000
<b>TOTAL Not-to-Exceed</b>	<b>\$372,000</b>



**City of South Pasadena  
Planning and Building  
Department**

# Memo

**Date:** June 20, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager *SD*

**From:** Marlon Ramirez, Community Improvement Coordinator *MR*

**Re:** June 20, 2018 City Council Meeting Item No. 19 Additional Document – Public Hearing to Adopt a Resolution Confirming Report for Public Nuisance Abatement cost for 2054 Fremont Avenue

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Attached is a revised Draft Resolution that has been updated to accurately reflect the dates of posting and service (paragraph 6), and date of Public Hearing (paragraph 7).

Additional Material  
AGENDA ITEM # 19  
City Council Mtg.

*CC: Council; CM; CA; CCC; FW; Reference Binder; Original to 6/20/18 Addl Docs 6/20/18 City Council Mtg.*

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
CONFIRMING A REPORT FOR PUBLIC NUISANCE  
ABATEMENT COSTS FOR 2054 FREMONT AVENUE**

**WHEREAS**, South Pasadena Municipal Code (SPMC) Section 24.13(a) authorizes cost recovery for the costs of investigating a public nuisance, attorney's fees, cost for the preparation of notices, inspections, and for the printing of all required notices and mailings; and

**WHEREAS**, on November 15, 2017, the South Pasadena City Council passed Resolution No. 7540 declaring the property, 2054 Fremont Avenue, a Public Nuisance and ordered the abatement of nuisances on the property within 30 days; and

**WHEREAS**, on January 19, 2018, the City's Community Improvement Coordinator delivered a certified copy of City Council Resolution No. 7540 in compliance with SPMC Section 24.07(b); and

**WHEREAS**, on February 22, 2018, the City's Community Improvement Coordinator inspected the property and determined that all nuisances have been abated in compliance with Resolution No. 7540; and

**WHEREAS**, between March 2017 and February 2018, the City incurred cost related to the enforcement of the SPMC, and the City Manager has kept an account of cost rendered and itemized report, attached hereto as "Exhibit A," detailing the hours of code enforcement expended, attorney's fees incurred, and the cost for materials; and

**WHEREAS**, on June 14, 2018, a notice indicating the date, time, and location of the Public Hearing to confirm abatement cost, and a copy of the cost report was posted on the property and delivered via certified mail in compliance with SPMC Sections 24.07 and 24.13; and

**WHEREAS**, on June 20, 2018, the City Council held a Public Hearing in the Amedee O. "Dick" Richards, Jr. Council Chambers located at 1424 Mission Street, South Pasadena, CA 91030, at the time and place fixed in the notice to the property owner at which the owner had an opportunity to present the City Council with objections to the Cost Report; and

**WHEREAS**, all such persons desiring to be heard have been heard by the City Council.



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

**SECTION 1.** The City Council finds all recitals above to be true and correct.

**SECTION 2.** The City Council overrules any objections and confirms the Cost Report as submitted and attached hereto as "Exhibit A."

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

**PASSED, APPROVED AND ADOPTED ON** this 20<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Richard D. Schneider, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 20<sup>th</sup> day of June, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

## "Exhibit A"

### Record of Cost for Public Nuisance Abatement (SPMC 24.13.a)

Property Owner: Geraldine and Karen Maurer

Address: 2054 Fremont Ave.

Staff and Attorney Time	Time Spent (in Hrs)	Hourly Rate			Total
Community Improv Coord.	17.5	\$ 30.37		\$	531.46
Legal Fees (advising staff)	2.4	\$ 185.00		\$	444.00
Legal Fees (Litigation rate)	5.1	\$ 235.00		\$	1,198.50
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
<b>Total</b>				\$	<b>2,173.96</b>

Materials Cost	Qty	Unit Price			Total
Postage	11	\$ 0.49		\$	5.39
Certified Mail (postage fee)	3	\$ 3.65		\$	10.95
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
<b>Total</b>				\$	<b>16.34</b>

<b>Total Cost for Summary Abatement</b>	<b>\$</b>	<b>2,190.30</b>
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# City of South Pasadena Plan to Combat and Prevent Homelessness (2018-2021)

Prepared by:



In collaboration with:



LESAR DEVELOPMENT CONSULTANTS

1

## Proposed Plan Goals

**Goal #1:** Coordinate with regional partners on homelessness plan implementation

**Goal #2:** Enhance current homelessness engagement activities

**Goal #3:** Provide community education and resources

**Goal #4:** Promote the development of affordable housing

**Goal #5:** Promote access to workforce development and employment

LESAR DEVELOPMENT CONSULTANTS

2

## Proposed Plan Goals

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**Goal #1:** Coordinate with regional partners on homelessness plan implementation

- Establish South Pasadena Homelessness Task Force
- Metro Gold Line Homeless Workgroup
- Regional Cities Riverbed Workgroup

## Proposed Plan Goals

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**Goal #2:** Enhance current homelessness engagement activities

- First Responders Training
- Law Enforcement Homeless Outreach Services Team (HOST) Program
- Efforts to expand and strengthen Coordinated Entry System

## Proposed Plan Goals

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**Goal #3:** Provide community education and resources

- Unified community education strategy
- Update resources guide
- Landlord engagement
- Participate in County community events related to homelessness

## Proposed Plan Goals

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**Goal #4:** Promote the development of affordable housing

- Strengthen existing and pursue potential land use policies
- Engage with other public entities and non-profit housing organizations

## Proposed Plan Goals

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**Goal #5:** Promote access to workforce development and employment

- Increase participation with Foothill Workforce Development Board



**City of South Pasadena  
Management Services  
Department**

# Memo

**Date:** June 20, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager *SD*

**From:** Karen Aceves, Principal Management Analyst

**Re:** June 20, 2018 City Council Meeting Item No. 20 Additional Document – Reject  
2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and  
Request Extension

---

The Homelessness Plan has been updated based on comments provided by the City Council at the June 6, 2018 Meeting, regarding the alignment with the City of South Pasadena and regional partners.

Staff recommends the City Council approve the revised Homelessness Plan (attached) which will be presented during the City Council meeting this evening.





# City of South Pasadena Plan to Prevent and Combat Homelessness (2018 - 2021)

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Prepared by:



In collaboration with:



## About the City of South Pasadena Plan to Prevent and Combat Homelessness

In October 2017, the County of Los Angeles (County) and the United Way of Greater Los Angeles' Home for Good Funders Collaborative awarded a planning grant to City of South Pasadena (City) to draft a Plan to Prevent and Combat Homelessness (Plan). In late 2017, the City approved an agreement with LeSar Development Consultants (LDC) to assist with the development of the Plan.

The LDC team and the City staff organized three input session meetings and conducted various interviews to solicit feedback and develop strategies to solve the City's homelessness problem. The meetings also focused on ways to improve the quality of life for residents, neighborhoods, and the business community. LDC facilitated the meetings and collected the pertinent information for the development of the homeless plan. LDC also interviewed key stakeholders from the City Departments. The information gathered at the input sessions and interviews helped formulate the goals and strategies for inclusion of the plan and best reflect the priorities and needs that align with the Homeless Initiative strategies adopted by the County Board of Supervisors and funded by Measure H.

The City staff and the LDC team presented the Plan to the City Council on [Insert Date] 2018. The City Council unanimously adopted the Plan by all Councilmembers including:

Mayor Richard D. Schneider, M.D.

Mayor Pro Tem Marina Khubesrian, M.D.

Councilmember Michael A. Cacciotti

Councilmember Robert S. Joe

Councilmember Diana Mahmud

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## Purpose of the Plan

Cities have played a vital role in addressing homelessness since the inception of the Los Angeles County Homeless Initiative. In October 2017, the County Homeless Initiative and the United Way of Greater Los Angeles' Home for Good Funders Collaborative granted Phase 1 funding to cities, including the City of South Pasadena (City), to develop a Homelessness Plan that will serve as a road map for the city's participation in preventing and combating homelessness over the course of three (3) years (2018 – 2021). Specifically, the Plan aims to achieve the following overarching goals to address homelessness:

- Reduce the impact of homelessness within the City
- Align City resources with County investments
- Improve quality of life for all residents

This Plan will also position the City to become eligible to apply for the County Homeless Initiative Phase 2 funding for the implementation of the Plan.

### **Regional Efforts**

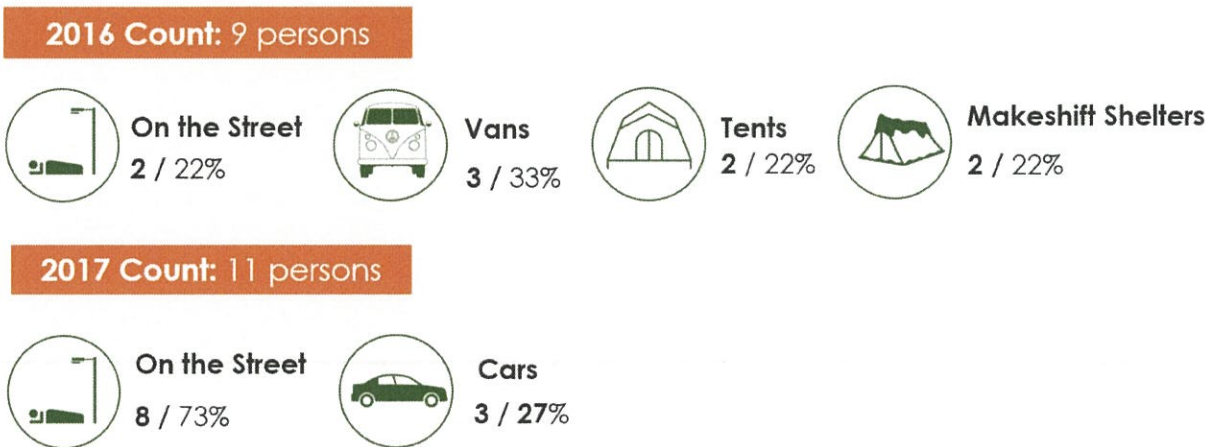
The City is committed to working with the local community, neighboring cities, public agencies, and regional bodies to develop strategies that will equitably distribute homeless housing and services across the San Gabriel Valley according to need. The San Gabriel Valley Council of Government (SGVCOG) is working closely with its member cities in the development of their Homelessness Plans, which are specifically tailored to meet their local needs. Collectively, the cities' Homelessness Plans will inform the SGVCOG of potential subregional strategies for the cities to implement in an effort to combat and prevent homelessness across San Gabriel Valley.

In May 2018, the SGVCOG Homeless Coordinator began facilitating meetings with a cohort of cities that share common homelessness goals based on their draft Homelessness Plans. SGVCOG is also establishing subregional workgroups, which include convening cities along the Metro Gold Line and the riverbed. After the cities submit their Homelessness Plans to the County, SGVCOG will convene a Subregional Post-Plan Summit in August 2018 to share the plans and continue engaging with the cities in subregional coordination. SGVCOG will also take part in assisting the cities in implementing their Homelessness Plans.

## Homelessness in South Pasadena

According to the Los Angeles Homeless Services Authority (LAHSA), approximately 57,794 persons within the Los Angeles County (County) experienced homelessness on any given night in 2017—an increase by 23% from 2016. The City experienced a slight increase in its homeless population from 2016 to 2017. In 2017, LAHSA identified 11 unsheltered people experiencing homelessness in the City—an increase from 9 persons in 2016 (see **Figure 1**). In 2016, the homeless individuals identified lived in vans, tents, makeshift shelters, and out on the street. In 2017, most of the homeless individuals identified lived out on the street.

**Figure 1: Homelessness in the City of South Pasadena**



Source: Los Angeles Homeless Services Authority

Data limitations do not permit detailed information about who is experiencing homelessness in South Pasadena. However, demographic data is available at the Service Planning Area (SPA) level. The following provides a snapshot of who was experiencing homelessness in SPA 3 – San Gabriel Valley in 2017, which includes South Pasadena and surrounding cities.<sup>1</sup>

- **General demographics of homeless individuals in San Gabriel Valley**
  - 67% (2,373 persons) were unsheltered and living outside while 33% (1,179 persons) were in some form of temporary shelter accommodations – accounting for 6% of Los Angeles’ total homeless population
  - 76% of people were single adults, 18% were families, and 6% were unaccompanied youth and young adults
  - 28% were female, 72% were male, 0.4% were transgender, and 0.2% did not identify with a gender
  - 50% were Hispanic/Latino, 24% were White, 18% were African American, 5% were American Indian, 2% were Asian, and 1% identified as other
  - 5% were age 62 and up, 17% between the ages of 55-61, 60% between the ages of 25-54, 7% between the ages of 18-24, and 11% were under the age of 18

<sup>1</sup> LA County is divided into 8 areas for service coordination purposes. Service Planning Area 3 serves the communities of Alhambra, Altadena, Arcadia, Azusa, Baldwin Park, Claremont, Covina, Diamond Bar, Duarte, El Monte, Glendora, Irwindale, Monrovia, Monterey Park, Pasadena, Pomona, San Dimas, San Gabriel, San Marino, Temple City, Walnut, West Covina, and others.

- 6% were identified as United States Veterans
- **Other vulnerability indicators of homeless individuals in San Gabriel Valley**
  - 30% were considered chronically homeless, meaning that they have lengthy or repeated histories of homelessness along with a long-term disability such as mental illness, substance abuse disorder, or a physical health problem
  - 28% suffered from mental illness, 17% had a substance use disorder, and 2% had HIV/AIDS
  - 27% have experienced domestic/intimate partner violence in their lifetime

In addition to the LAHSA homeless count data and regional demographics, it is useful to examine city-level data from the regional Coordinated Entry System (CES)<sup>2</sup>. This provides an enhanced view of those experiencing homelessness and their challenges, as well as their needs using responses to the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) assessment and other indicators of a person's overall health and wellbeing.<sup>3</sup> According to the data and responses collected between July 2016 and November 2017 in South Pasadena, 15 homeless individuals reported the following information:

- **General demographics of homeless individuals in South Pasadena**
  - Most individuals were identified as 41-55 years of age (40%), followed by 25-40 years of age (33%) and 56 years and over (27%)
  - Most individuals were identified as White (53%), followed by Black or African American (33%) and multiple races (7%). 7% chose not to self-identify
  - 73% of the individuals were male, while 27% were female
- **Other vulnerability indicators of homeless individuals in South Pasadena**
  - 40% of the individuals reported chronic health issues with liver, kidneys, stomach, lungs, or the heart
  - 20% reported a mental health issue or concern
  - 7% reported substance abuse as a difficult challenge in obtaining housing or affording housing

As shown in **Figure 2**, nearly 60% of homeless individuals from the data assessment reported being in their own home less than 12 months ago, indicating that most of these individuals fell into homelessness recently. Approximately 60% of the individuals reported riding in an ambulance at least once in the last 6 months, possibly due to issues related to health or substance abuse.

The VI-SPDAT assessment produces an acuity score, which can help identify an appropriate housing intervention for someone experiencing homelessness. As shown in **Figure 3**, most of the City's residents could benefit from rapid re-housing (69%) and supportive housing services (28%).<sup>4</sup> Only 18% were identified as able to find housing on their own.

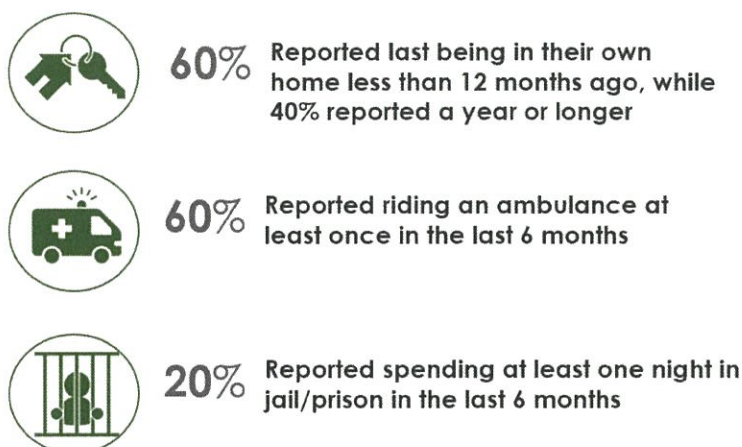
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<sup>2</sup> The Coordinated Entry System (CES) is a regional database that streamlines housing placement and service provision and prioritizes those who are most vulnerable. This Homeless Plan incorporates data from the adult singles database.

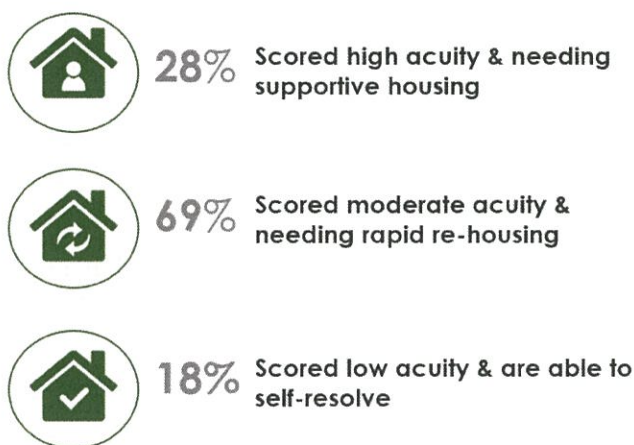
<sup>3</sup> For the purpose of this plan, the data have been de-identified to protect confidentiality.

<sup>4</sup> Rapid re-housing is an intervention that rapidly connects individuals and families to permanent housing with short-term rental assistance and services. Supportive services combine housing with services that may include mental health and health services, drug and alcohol treatment, and education and job training.

**Figure 2: Coordinated Entry System Assessment**



**Figure 3: Recommended Housing Intervention**

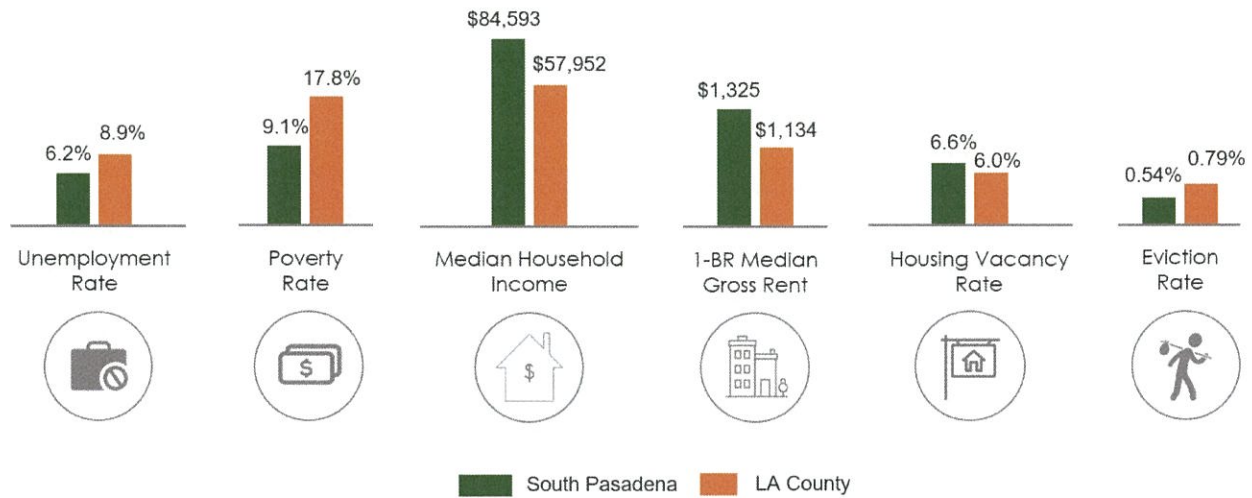


Source: SPA 3 CES Assessment Data

Finally, local data on economic and housing trends serve as good indicators of future homelessness trends because they suggest areas in which some residents may be at risk of falling into homelessness. Additionally, LAHSA reported that some of the key contributing factors to homelessness included the rising costs in rent, limited housing availability, and flat or declining income.

As shown in **Figure 4**, South Pasadena experiences a lower poverty and unemployment rate, as well as has a higher household median income, compared to the County. The City also experiences a higher gross rent compared to the County, which may be a barrier for some individuals accessing affordable housing in the area.

**Figure 4: South Pasadena vs. LA County Selected Demographics (2016)**



Sources: U.S. Census Bureau (2012-2016 American Community Survey 5-Year Estimates), [evictionlab.org](http://evictionlab.org)

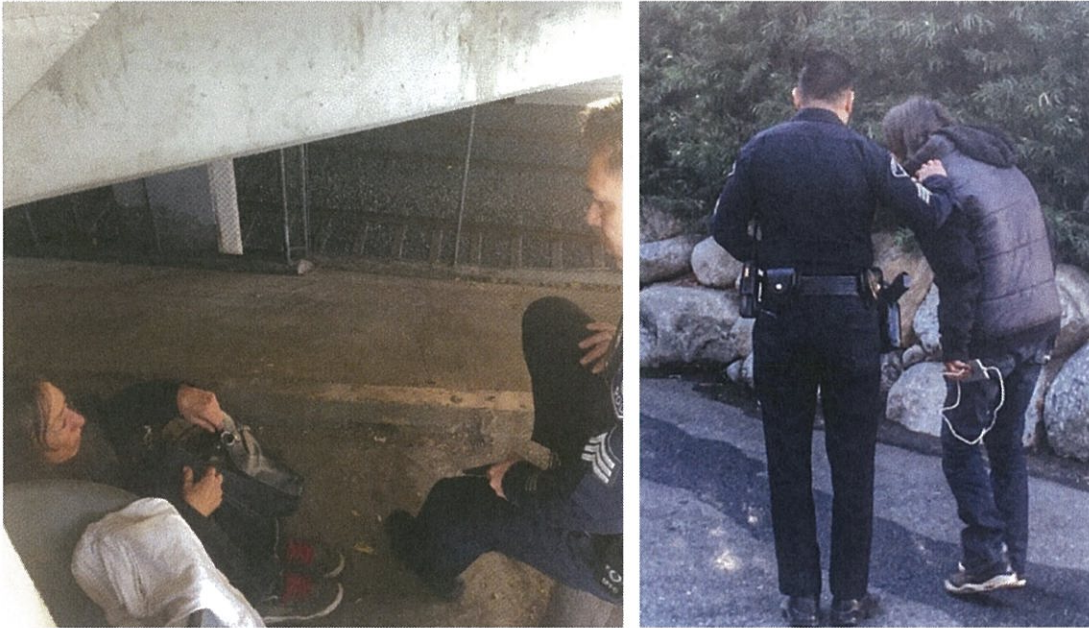
The following outlines the current activities dedicated to individuals and families experiencing homelessness and those facing housing instability within the City:

### **City of South Pasadena**

- **South Pasadena Police Department**
  - The City’s Police Department established a Homeless Outreach Program (HOPE), which provides direct outreach to homeless individuals.
  - According to Sgt. Shannon Robledo, approximately 20 percent of South Pasadena Police Department’s dispatched calls are related to homelessness.
  - Reports of encampments have been seen in various areas within the City. The City established an ordinance that bans encampments in local parks and recreation areas. The Police Department notifies homeless individuals to clear encampments in unpermitted areas within 72 hours.
  
- **South Pasadena Fire Department**
  - The City’s Fire Department also responds to calls related to homeless individuals. The Fire Department typically transports the individual to a nearby hospital to receive medical treatment. Because of the City’s limited resources, if the City ambulance is being used to transport a homeless individual to the hospital, the entire city must then depend on a neighboring cities’ ambulance if there is an additional emergency. This limitation can increase the emergency response time within the community.



**Figure 5: South Pasadena Police Department Homeless Outreach Program Field Work**



*(Source: South Pasadena Police Department)*

- **Public Works Department**
  - The City's Public Works Department responds to requests to remove and clean up abandoned homeless encampments.
- **Community Services Department**
  - The Community Services Department Senior Citizens Center published the brochure "Services for Homeless and Adults in Need" to help those who are without shelter, food, medical care, and other resources.
  - The Senior Citizens Center also provides transit passes, and in some cases other services, to homeless individuals who are 55 years of age or older.

### **Community Partners**

- **Faith-Based Organizations**
  - Faith-based organizations within the City provide a variety of services including prepared meals, food pantry, clothing, hygiene kits, etc.
  - The Shower of Hope operates a mobile shower service from 11am-2pm on Wednesdays at the Holy Family St. Joseph Center (see **Figure 6**)

**Figure 6: Shower of Hope at the Holy Family Church St. Joseph Center**



*(Source: San Gabriel Valley Tribune)*

- **Union Station Homeless Services**

- In 2014, the United Way of Greater Los Angeles (United Way) selected Union Station Homeless Services as the Lead Agency to manage the efforts of homeless-related social services agencies throughout the SPA 3 - San Gabriel Valley.
- Union Station Homeless Services prioritizes those experiencing homelessness in terms of need and tracks progress toward accessing services and housing.

**Figure 7: Councilmember Robert Joe and Sgt. Shannon Robledo Feeding the Homeless at Union Station Homeless Services**



*(Source: South Pasadena Police Department)*

## Homelessness Plan Process

The City coordinated a series of stakeholder input meetings and interdepartmental interviews over the course of six months with the assistance of LeSar Development Consultants (LDC), a consulting firm retained through a Home for Good Funders Collaborative planning grant. The input sessions educated stakeholders about best practices in addressing homelessness, current city efforts to prevent and combat homelessness, and solicited feedback about the challenges and opportunities related to addressing homelessness in the City.

The meetings engaged a broad network of stakeholders from public, private, and non-profit sectors, including city departments directly serving or impacted by homelessness, service providers, residents, and community and business leaders. The following section provides a summary of the three input sessions conducted by the City and LDC.

### **Input Session #1: Women Involved South Pasadena Political Action (WISSPA)**

- Held on March 3, 2018
- Format of the input session included a presentation by LDC, followed by a panel discussion on homelessness and input from the community members
  - Panelists included Winnie Fong, LDC; Marlene Moore, Director of Community Services at Holy Family Church St. Joseph Center; Keith Hendriksen, Union Station Homeless Services; Karen Aceves, City of South Pasadena
- Attendees included WISSPA members and community members

**Figure 8: WISSPA Meeting and Panel Discussion on Homelessness**



(Source: WISSPA)

## Input Session #2: South Pasadena Chamber of Commerce

- Held on March 14, 2018
- Format of the input session included a presentation by LDC, followed by input from attendees
- Attendees included the South Pasadena Chamber of Commerce, local businesses, Office of Congresswoman Judy Chu (CA-27), and the South Pasadena Christian Church

## Input Session #3: Lived Experience and Interdepartmental Interviews

- Held on April 18, 2018
- Sgt. Robledo led a ride-along tour during midday, which included the LDC team and Jennifer Kim from the County Homeless Initiative
- The tour included stops at various locations throughout the City where encampments were present, as well as at the St. Joseph Center where our team interviewed homeless individuals and the volunteer staff
- Our team conducted interviews with the following City Departments: Public Library, Planning Department, Code Enforcement, Parks and Recreation, and Senior Services

**Figure 9: Lived Experienced Interview**



*(Source: South Pasadena Police Department)*

A list of challenges related to homelessness identified by the stakeholders is summarized in **Appendix A**, and a list of strategies identified by the stakeholders is summarized in **Appendix B**. The goals and actions set forth in this Plan incorporates the potential strategies identified by the City staff and stakeholders.

## Goals and Supporting Actions

Each goal in the following sections is outlined as required in the County's grant template, to access the resources currently available to address the challenge, identify opportunities for City and County collaboration, and present a plan to implement the identified strategies. Each goal includes the following information:

**Goal** - List a goal identified during the planning process. Is it tied to a County Homeless Initiative Strategy? If so, identify which strategy.

**Supporting Action** - Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

**Associated policy changes** - Describe specific policy changes for each identified strategy, where applicable. Administrative or other changes necessary to achieve the goal may also be identified. Identify how the policy change(s) will directly impact the City's ability to achieve the desired goal. Describe the intended process for enacting the policy change. List the stakeholders/partners needed to engage to enact the policy change.

**Goal Measurement** - What metrics will be used to track progress? What are the data sources? When will the measurement occur?

**Goal Ownership** - Who is responsible for directing implementation, management and measurement of the goal and its related actions?

**Leveraged City Resources** - What City resources will be deployed or leveraged in support of the goal?

**Timeline** - Detail a timeline of major tasks to achieve this goal.

The Plan includes five (5) identified goals to combat and prevent homelessness:

**Goal #1:** Coordinate with regional partners on homelessness plan implementation

**Goal #2:** Enhance current homelessness engagement activities

**Goal #3:** Continue providing community education and resources

**Goal #4:** Promote the development of affordable housing

**Goal #5:** Promote access to workforce development and employment

The following goals and actions to address homelessness in the City were derived from input by the City Council and staff, community members, and service providers, as well as identification of best practices and opportunities. If a goal is connected to a County Homeless Initiative strategy, that strategy is also identified.



## Goal 1: Coordinate with Regional Partners on Homelessness Plan Implementation

Homeless Initiative Strategy Link(s): E6, E7

### Action 1a

Establish the South Pasadena Homelessness Task Force to coordinate homeless-related activities and implement the Plan's goals and supporting actions (*E7: Strengthen the Coordinated Entry System*)

- Identify internal stakeholders from the City Departments to participate in the South Pasadena Homelessness Task Force, including, but limited to:
  - Police, Fire, City Manager, Public Works, Parks and Recreation, Senior Services, Library
- Identify external stakeholders and community partners from the community to work collaboratively with the City on the South Pasadena Homelessness Task Force, including, but not limited to:
  - Union Station Homeless Services, Hathaway-Sycamores, LAHSA, Faith-Based Organizations, Chamber of Commerce
- Task Force to convene monthly for the first six months, followed by quarterly convenings, or as needed

<b>Measurement:</b>	• Development of Implementation Plan and Timeline
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1; ongoing

### Action 1b

Participate in the forthcoming Metro Gold Line Homeless Workgroup convened by the San Gabriel Valley Council of Governments (SGVCOG) to develop a subregional strategy to address public safety concerns and strengthen the Coordinated Entry System along the Metro Gold Line in the San Gabriel Valley region (*E6: Expand Countywide Outreach System; E7: Strengthen the Coordinated Entry System*)

- Coordinate regularly with cities along the Metro Gold Line, such as Los Angeles, Pasadena, Monrovia, Sierra Madre, Arcadia, Duarte, Irwindale, and Azusa, as well as cities with planned new stations along the Gold Line extension

- Continue ongoing collaboration with Metro’s Safety and Security Department and the Metro’s Homeless Task Force to increase security along the Metro Gold Line
- Share information and data with Metro’s County-City-Community (C3) team to strengthen the Coordinated Entry System along the Metro Gold Line
- Provide data and reports to Metro for the purpose of understanding the travel patterns of homeless individuals traveling along the Metro Gold Line

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Participation and sharing of information and data on homeless individuals encountered along the Metro Gold Line</li> </ul>
<b>Ownership:</b>	San Gabriel Valley Council of Government with participation from Metro and the South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1; ongoing

### Action 1c

Participate in the forthcoming Regional Riverbed Cities Workgroup convened by SGVCOG to develop a strategy to reduce homeless encampments along the riverbeds in the San Gabriel Valley region to address public health and public safety concerns in the community (*E6: Expand Countywide Outreach System; E7: Strengthen the Coordinated Entry System*)

- Coordinate regularly with the Los Angeles County Sheriff’s Department and cities that share river frontage, such as Los Angeles and Pasadena
  - Identify “hotspot” locations for engagement
  - Identify and facilitate the relocation of encampment inhabitants into shelters or other housing
  - Learn best practices in addressing encampments located in the riverbeds
- Work with SGVCOG, in partnership with LAHSA and Union Station Homeless Services, to develop a joint outreach strategy with other cities to refer homeless individuals along the riverbed to housing and services
- South Pasadena to apply a similar outreach strategy to address homeless encampments located at the City’s parks, public library, and businesses

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Participation and sharing of information and data on homeless individuals encountered long the riverbed</li> </ul>
<b>Ownership:</b>	San Gabriel Valley Council of Government with participation from the South Pasadena Homelessness Task Force and other cities
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes

<b>Timeline</b>	Year 1; ongoing
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## Goal 2: Enhance Current Homelessness Engagement Activities

Homeless Initiative Strategy Link(s): D5, E4, E6, E7

### Action 2a

Ensure First Responders in South Pasadena participate in the County's First Responders Training and the Law Enforcement Homeless Outreach Services Team (HOST) Program<sup>5</sup> (*E4: First Responders Training*)

- Attend the County's First Responders Training as a prerequisite to participate in the Law Enforcement Homeless Outreach Services Team (HOST) Program
- Execute the Memorandum of Agreement (MOA) between the County of Los Angeles and other agencies in connection with the County Homeless Initiative<sup>6</sup>
- Develop and implement a protocol to submit documentation and invoices (e.g., number of hours of outreach conducted, number of homeless individuals contacted, types of services provided, etc.) of homeless outreach activities eligible for reimbursement, including making referrals to housing, rehabilitative services, and support, as well as the activities related to Action 2b and Action 2c

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Number of first responders trained</li> <li>• MOA executed with the LA County and other agencies</li> <li>• Staff trained in the use of the Coordinated Entry System</li> <li>•</li> </ul>
<b>Ownership:</b>	South Pasadena Police Department, South Pasadena Fire Department
<b>Leveraged City Resources:</b>	Staff time to attend training
<b>Associated Policy Changes:</b>	Update the Police Department protocol to facilitate the recommendations from the First Responders training, if necessary
<b>Timeline</b>	Year 1; ongoing

<sup>5</sup> The mission of the HOST program is to work collaboratively with public and private partners to assist homeless individuals and address problems associated with encampments. The objective of the HOST Program will be met by law enforcement HOST teams, working in collaboration with outreach teams, consisting of subject matter experts, housing, mental health and recovery case managers and service providers, to get homeless individuals the services they need.

<sup>6</sup> The Memorandum of Agreement (MOA) shall be executed between the County by and through the Los Angeles County Sheriff's Department (LASD) and the Chief Executive Office (CEO), the Los Angeles County Policy Chiefs' Association (LACPCA), and the City of Pomona, which serves as the fiscal agent for LACPCA.

## Action 2b

Coordinate with LAHSA to assign and schedule an outreach worker to accompany the South Pasadena Police Department (SPPD) on an ongoing basis (*D5: Support for Homeless Case Managers, E6: Expand Countywide Outreach System*)

- Coordinate with LAHSA to assign an outreach worker to accompany SPPD to visit and connect homeless individuals to services, including the following:
  - During scheduled lunch and mobile shower services at the Holy Family Church St. Joseph Center
  - Before/during scheduled homeless encampment cleanup protocols
  - During scheduled visits to the Public Library

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Submit request and coordinate for outreach worker from LAHSA to accompany members of the Homelessness Task Force on an ongoing basis.</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1; ongoing

## Action 2c

Formalize a partnership with Union Station Homeless Services and Hathaway-Sycamores to develop a Coordinated Entry System linkage protocol to refer homeless individuals to housing services (*D5: Support for Homeless Case Managers, E7: Strengthen the Coordinated Entry System*)

- Explore grant funding opportunities, such as the County's Homelessness Plan Implementation funding, to further engagement with Union Station Homeless Services and Hathaway-Sycamores through a service contract agreement

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Apply for grant funding opportunities</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1; ongoing

## Action 2d

Continue to participate in the LAHSA Greater Los Angeles Homeless Count

- Encourage community members to volunteer for the annual Greater Los Angeles Homeless Count to increase engagement between leaders, residents, and stakeholders, as well as to ensure an accurate count of homeless individuals

<b>Measurement:</b>	<ul style="list-style-type: none"><li>• Number of volunteers</li></ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City Staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Ongoing



## Goal 3: Provide Community Education and Resources

Homeless Initiative Strategy Link(s): B4

### Action 3a

South Pasadena Homelessness Task Force to develop a unified strategy for community education on homelessness, such as the following:

- Coordinate with the South Pasadena Unified School District
  - For example, provide education on the myths of homelessness and/or identify potential volunteer opportunities that contribute to resolving homelessness
- Coordinate with SPPD to conduct a workshop with the South Pasadena Chamber of Commerce and local businesses on the following:
  - Overview of SPPD’s homeless outreach efforts
  - Gain an understanding on enforceable and unenforceable activities related to public space and businesses
  - How to approach an individual experiencing homelessness
  - How to provide appropriate referrals to homeless individuals
  - Provide resources to local community organizations and services working directly with homeless individuals

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Identified vision and strategy for community education</li> <li>• Number of community education activities</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1-2 with ongoing updates

### Action 3b

Enhance the existing ‘South Pasadena Homeless and Adults in Need’ resources guide (See Appendix C)

- Update the information in the existing “City of South Pasadena Services for Homeless and Adults in Need” resources guide
  - Work with community partners, faith-based organizations, and service providers to update the resource guide with a list of services and facilities related to combatting and preventing homelessness
  - Establish ongoing updates to the resource guide
  - Distribute the resources guide and make it available at public sites, including the City Hall, public library, and the Senior Citizens Center
  - Post a printable version to be accessible online for local community members, organizations, and businesses to print and distribute
  - Conduct a workshop to educate community members about the resources and services featured in the resources guide

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Completion of the updated resources guide</li> <li>• Host Community Workshop</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1; ongoing updates

### Action 3c

Engage with landlords to participate in the County Homeless Incentive Program (*B4: Facilitate Utilization of Federal Housing Subsidies*)

- Provide and display materials (e.g., City website, local paper, etc.) to encourage landlords to participate in the following programs
  - Homeless Incentive Program (HIP)
    - Housing Authority of the County of Los Angeles
  - Flexible Housing Subsidy Pool/Housing for Health
    - LA County Department of Health Services and Brilliant Corners
- Identify potential community meetings to host workshops to educate landlords about the programs (e.g., congregations, landlord associations, etc.)
  - Partner with Union Station Homeless Services to conduct the workshops
  - Identify partnerships with neighboring cities and the County to host a Landlord Outreach Event for the Homeless Incentive Program

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Number of community meetings hosted</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force

<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 2, ongoing

**Action 3d**

Collaborate with the United Way's Everyone In campaign to end homelessness

- Participate in upcoming community events in collaboration with the City of Pasadena and other cities
- Adopt consistent messaging on homelessness
- Identify local success stories to be included in the United Way's campaign

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Participation in the upcoming community event</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1, ongoing



## Goal 4: Promote the Development of Affordable Housing

Homeless Initiative Strategy Link(s): F5, F6

### Action 4a

Strengthen existing and pursue potential land use policies to encourage the development of affordable housing

- Update ordinance to encourage and facilitate the ease of building Accessory Dwelling Units (ADU)
- Continue to pursue an inclusionary zoning program

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Update ADU ordinance</li> <li>• Establish an inclusionary zoning program</li> </ul>
<b>Ownership:</b>	City Planning and Building Department
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	Potential changes to the existing ADU program and establishment of an inclusionary housing program
<b>Timeline</b>	Years 1-2

### Action 4b

Continue to engage in discussion with public entities in exploring options to partner with a non-profit housing organization to build affordable housing on Caltrans State Route 710 surplus properties (*F6: Using Public Land for Homeless Housing*)

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Engagement with Caltrans, public entities, and non-profit housing organization</li> <li>• Determine the feasibility of developing housing on the Caltrans property</li> </ul>
<b>Ownership:</b>	Caltrans, in collaboration with the City of South Pasadena, other public entities, and non-profit housing organization
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Years 1-3



## Goal 5: Promote Access to Workforce Development and Employment

Homeless Initiative Strategy Link(s): C1

### Action 5a

Continue to explore increased participation with the Foothill Workforce Development Board (FWDB) to provide homeless individuals or individuals at risk of homelessness with access to job training and employment programs

- Pursue potential partnerships with FWDB and other entities
- Explore funding opportunities, such as the CalWORKs Subsidized Employment Program for Homeless Families administered by the County

<b>Measurement:</b>	<ul style="list-style-type: none"> <li>• Established partnerships</li> <li>• Explored funding opportunities</li> </ul>
<b>Ownership:</b>	South Pasadena Homelessness Task Force
<b>Leveraged City Resources:</b>	City staff time
<b>Associated Policy Changes:</b>	No associated policy changes
<b>Timeline</b>	Year 1-3



# Appendix A - Stakeholder Input Sessions: Summary of Identified Challenges

## Staff of City Departments

### Housing-Related

- Generally, rent is on the rise in the City and the greater subregion
- Families live in substandard housing because do not want to risk losing it, want children to remain in the school district
- Vacancies in city – some have been used for squatting (but are not dilapidated, often second homes etc.)

### Services-Related

- Most homeless individuals refuse services/assistance
- Increase in homeless visitors to the Library, Senior Center, and other places during cold winter months or hot summer months
- City Staff not always fully trained to interact with individuals or to refer them to appropriate services – even if briefly trained, they are not at a comfort level of a certified case worker or mental health worker
- Some residents complaining about services offered in their neighborhood
- No social worker at Senior Center this year (usually have USC MSW student)

### Public Safety/Quality of Life

- Homelessness can put stress on/eliminate City resources
  - E.g. limited number of police officers, only 1 ambulance for city – sometimes other cities' departments have to be dispatched if South Pasadena's is not available due to responding to homelessness-related incident
- Those experiencing homelessness who are causing the most issues in community are usually just passing through via the riverbed or the Gold Line train
- Library serves variety of homeless individuals
  - Most people experiencing homelessness in the library follow the Code of Conduct and keep to themselves, but some cause disruptions (~1-3x/month); those who have been the most threatening have privileges revoked or even restraining orders
  - Sometimes makeshift beds, cardboard, food/drink on balconies at Library
  - Individuals have used restrooms to bathe
  - Some customers lack understanding/knowledge and complain about homeless customers utilizing library and resources

## Chamber of Commerce/Business Community

- Very few resources at night for people seeking assistance
- Businesses/buildings near the Gold Line station have the most traffic
- Any cleanups along the riverbed in other cities cause more people to travel to or through South Pasadena
- People sleeping around businesses at night

- Most businesses care about helping people experiencing homelessness, even if they are sleeping around buildings or disrupting business – they do not know how to help or know where to refer people to; fear, misunderstanding
- Many businesses are small businesses, which make it difficult to hire or prioritize hiring homeless individuals

### **General Public/WISPPA**

- Elderly residents who have fixed-income – issues staying in homes (due to money or health), waitlists for affordable housing have been up to 8 years or more, etc.
- Residents are generally supportive of more affordable housing, so how can they assist in moving it forward?
- Union Station will have 40 HACoLA vouchers released in the next 6 months, but do not have enough units to house people in
- Overall increases in rental costs, tearing down low-income housing, etc. are an issue
- Ensuring people experiencing homelessness can maintain their mode of transportation, e.g. many utilize bikes, often in need of repair
- Very little space and resources for people experiencing homelessness in the library, challenge for staff to coordinate everyone’s needs – they are being taken away from their regular duties as librarians, some residents feel unsafe
- Residents who want to help but don’t know what to do – what are resources?
- Making sure vulnerable populations are taken into account – homeless students, veterans, food insecure students and families etc.
- Concern about how much Measure H money is going to services versus prevention and constructing housing
- Concern over landlords, real estate developers, and building owners who are looking to profit and are increasing rents in the area that are unattainable to an ordinary family or individual – what is their role? What is their impact mitigation?
- Stigmas surrounding homelessness still exist, NIMBYism is a roadblock to added housing in the area – crisis, bridge, and affordable
- Concern about why individuals are legally allowed to live/sleep in their vehicles

## Appendix B - Stakeholder Input Sessions: Summary of Identified Strategies

### Staff of City Departments

- Currently training library staff for interaction and referrals
- Taskforce of Homeless Committee for City to coordinate services/outreach
- Online information about homelessness – Library website, City website, Chamber
- Public Education campaign – resident resources, materials to utilize and refer people to
- Laundry services – while showers are offered on Wednesdays at Holy Family, people do not have anywhere to wash dirty clothes
- Social Worker in the Library/senior Center
- Parking permit program for nonprofits – continue City policy, make sure not disruptive if anyone chose to carry out safe parking lot program
- ADUs, Inclusionary housing (future exploration), 1:1 condo conversion replacement units
- Additional senior resources allocated for homeless individuals e.g. extra lunches each day reserved for homeless seniors

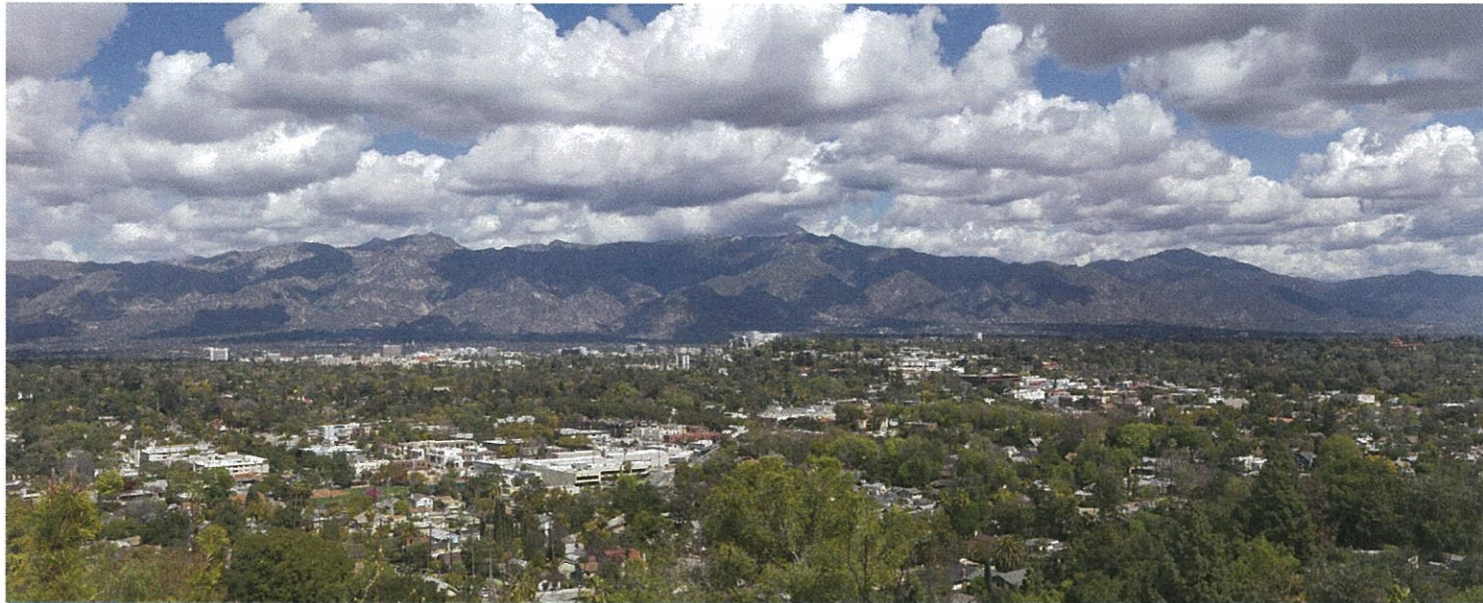
### Chamber/Business Community

- Preventative measures/policies to keep people from falling into homelessness
- Outreach/education for businesses – half page resource, online info for business owners to know how to assist people experiencing homelessness, deal with any related issues that may come up
- Consider hiring homeless individuals who want assistance/an opportunity to work, potential at City too in Public Works etc.
- Partnership with Foothill Workforce Board, other workforce development organizations
- Consider funding sources for local business hiring of homeless/formerly-homeless
- Provide information about how businesses can keep their areas safe e.g. cameras, fences, cutting bushes down, enhancing lighting etc.

### General Public/WISPPA

- Reframe homelessness as “houseless-ness” to de-stigmatize and give people the dignity they deserve, also align with Housing First
- Interest from public in Caltrans property to be leased to South Pasadena and Pasadena for housing
- Community committees/working groups to enhance strategies to prevent homelessness and help those at-risk
- Consider resource list for residents and greater community
- Volunteering: Holy Family donations, spending time with “friends” at Holy Family on Wednesdays, serve meals at Union Station
- Continue with training for Library staff, but consider including trained social worker
- Utilize Vroman’s Bookstore Gives Back program to give to Union Station or Hathaway Sycamores (youth services)

- Advocate and outreach to landlords to accept vouchers
- Better partnerships and coordination between agencies, City, developers, etc.



# City of South Pasadena Strategic Plan

Fiscal Year 2018 - 2019

Additional Material  
AGENDA ITEM # 21 PPT  
6/20/18 City Council Mtg.

- The **Strategic Plan** focuses on issues that are important to improving the **quality of life** in South Pasadena and responding to **community priorities**.
- The plan contains citywide objectives and strategic initiatives scheduled to be accomplished within FY 2018-19. These are in addition to projects in the work programs of the departments and day-to-day operations.
- The goals and objectives have been reflected in the FY 2018-19 Budget and incorporated in Department work plans.

## Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future

1a. Financial Plan	Create and implement a resilient Financial Plan to include analysis of future costs and revenue sources.	Q3	Management Services
1b. Golf Course Facilities	Present revenue enhancement opportunities for the golf course by assessing potential for facility improvements and events.	Q3	Community Services
1c. Fee Study	Conduct a comprehensive fee study based on cost of services and develop indirect cost allocation plan.	Q2	Finance
1d. Library Foundation	Establish a Library Foundation to address major goals articulated in the Library Operations Study.	Q4	Library
1e. UUT	Prepare a financial impact statement outlining the cuts that will be necessary if the UUT is repealed.	Q1	Management Services/Finance

## Create a Strong Economic Development Strategy to Strengthen Local Business

2a. Economic Plan	Create a comprehensive Economic Development Plan to support the local economy and enhance opportunities for live, work and play.	Q3	Management Services
2b. Development Review	Create an implementation strategy for the Matrix Study to improve customer service in land use review and permitting.	Q2	Planning
2c. Public Art Programs	Adopt an Ordinance requiring a percentage for public art program for new development and create a public art gallery at City Hall to demonstrate civic participation.	Q2	Management Services
2d. Branding/Marketing	Create a branding and marketing plan for the City to better support local business.	Q3	Management Services



## Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts.

3a. Employee Training	Complete core training for primary and back-up EOC staff, ensuring the City can effectively prepare for, respond to, and recover from a disaster.	Q2	Fire
3b. EOC Facilities	Complete upgrades to the City's EOC with standardized equipment and resources that are necessary for maximum EOC functionality.	Q4	Fire
3c. Community Emergency Response Teams (CERT)	Provide two basic CERT classes, two refresher CERT classes and basic CERT training.	Q4	Fire
d. Local resources plan	Develop a database of resources within the community and establish agreements with local providers to supplement response and recovery efforts.	Q4	Fire
3e. Seismic Regulations	Contract with consultant to complete inventory of soft story buildings in preparation for consideration of future regulations.	Q3	Planning
3f. Crisis Communication Plan	Create a <i>Crisis Communication Plan</i> to support emergency operations including a review of citywide notification systems.	Q2	Management Services

## Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.

4a. Renewable Energy	Develop an implementation strategy and schedule for the Renewable Energy Plan.	Q3	Public Works
4b. Storm water	Participate in discussions for a revised Upper Los Angeles River Enhanced Watershed Management Program Storm water Plan for South Pasadena	Q4	Public Works
4c. SR-110 Hookramp	Finalize agreement with Metro to utilize Measure R funds to implement SR-110 Hookramp project.	Q3	Management Services
4d. Bike Share Program	Implement a six month pilot program for Bike and Scooter Share.	Q4	Management Services
4e. Trees	Create an urban forestry plan for planting and maintenance.	Q3	Public Works
4f. City Properties	Evaluate opportunities for investment in City properties and enhanced land use.	Q3	Management Services

## Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

5a. Inclusionary Housing	Adopt an Inclusionary Housing Ordinance to facilitate meeting State affordable housing goals.	Q3	Planning
5b. ADU's	Adopt a revised ADU ordinance to align with State law changes and increase the availability of affordable units.	Q4	Planning
5c. Homelessness	Apply for Measure H funding to strengthen homelessness programs and partnerships.	Q1	Police

## Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.

6a. Community Programs	Introduce a pilot "Library of Things" to support a sharing, more green economy.	Q3	Library
6b. Community Engagement Master Plan	Create a comprehensive communication plan for public outreach and engagement.	Q3	Management Services
6c. Citywide Strategic IT Plan	Develop an IT Business Plan to better manage technology investment across the organization to support innovation and customer service.	Q3	Management Services

## **Next Steps**

- Staff will provide quarterly progress reports to the City Council.
- Prior to the adoption of the next fiscal year budget, Council will have an opportunity to review and update the Strategic Plan.




**City of South Pasadena  
Management Services  
Department**

# Memo

**Date:** June 20, 2018

**To:** The Honorable City Council

**Via:** Stephanie DeWolfe, City Manager

**From:** Lucy Demirjian, Assistant to the City Manager 

**Re:** June 20, 2018 City Council Meeting Item No. 21 Additional Document –  
Adoption of the 2018-19 Strategic Plan

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Attached is an updated Strategic Plan document which includes a revision to objective 4b. Stormwater, to read “Participate in discussions for a revised Upper Los Angeles River Enhanced Watershed Management Program Stormwater Plan for South Pasadena.”



# City of South Pasadena Strategic Plan

Fiscal Year 2018 - 2019

Task	Action Item	Fiscal Year	Q	Department
<b>1. Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future</b>				

1a. Financial Plan	Create and implement a resilient Financial Plan to include analysis of future costs and revenue sources.	18/19	3	Management Services
1b. Golf Course Facilities	Present revenue enhancement opportunities for the golf course by assessing potential for facility improvements and events.	18/19	3	Community Services
1c. Fee Study	Conduct a comprehensive fee study based on cost of services and develop indirect cost allocation plan.	18/19	2	Finance
1d. Library Foundation	Establish a Library Foundation to address major goals articulated in the Library Operations Study.	18/19	4	Library
1e. UUT	Prepare a financial impact statement outlining the cuts that will be necessary if the UUT is repealed.	18/19	1	Management Services/Finance



## 2. Create a Strong Economic Development Strategy to Strengthen Local Business

2a. Economic Plan	Create a comprehensive Economic Development Plan to support the local economy and enhance opportunities for live, work and play.	18/19	3	Management Services
2b. Development Review	Create an implementation strategy for the Matrix Study to improve customer service in land use review and permitting.	18/19	2	Planning
2c. Public Art Programs	Adopt an Ordinance requiring a percentage for public art program for new development and create a public art gallery at City Hall to demonstrate civic participation.	18/19	2	Management Services
2d. Branding/Marketing	Create a branding and marketing plan for the City to better support local business.	18/19	3	Management Services

### 3. Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts.

3a. Employee Training	Complete core training for primary and back-up EOC staff, ensuring the City can effectively prepare for, respond to, and recover from a disaster.	18/19	2	Fire
3b. EOC Facilities	Complete upgrades to the City's EOC with standardized equipment and resources that are necessary for maximum EOC functionality.	18/19	4	Fire
3c. Community Emergency Response Teams (CERT)	Provide two basic CERT classes, two refresher CERT classes and basic CERT training.	18/19	4	Fire
3d. Local resources plan	Develop a database of resources within the community and establish agreements with local providers to supplement response and recovery efforts.	18/19	4	Fire
3e. Seismic Regulations	Contract with consultant to complete inventory of soft story buildings in preparation for consideration of future regulations.	18/19	3	Planning
3f. Crisis Communication Plan	Create a <i>Crisis Communication Plan</i> to support emergency operations including a review of citywide notification systems.	18/19	2	Management Services

## 4. Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.

4a. Renewable Energy	Develop an implementation strategy and schedule for the Renewable Energy Plan.	18/19	3	Public Works
4b. Storm water	<del>Develop a Storm water Management Plan including seeking partnership opportunities.</del> Participate in discussions for a revised <u>Upper Los Angeles River Enhanced Watershed Management Program Storm water Plan for South Pasadena.</u>	18/19	<del>4</del>	Public Works
4c. SR-110 Hookramp	Finalize agreement with Metro to utilize Measure R funds to implement SR-110 Hookramp project.	18/19	3	Management Services
4d. Bike Share Program	Implement a six month pilot program for Bike and Scooter Share.	18/19	4	Management Services
4e. Trees	Create an urban forestry plan for planting and maintenance.	18/19	3	Public Works
4f. City Properties	Evaluate opportunities for investment in City properties and enhanced land use.	18/19	3	Management Services

## 5. Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

5a. Inclusionary Housing	Adopt an Inclusionary Housing Ordinance to facilitate meeting State affordable housing goals.	18/19	3	Planning
5b. ADU's	Adopt a revised ADU ordinance to align with State law changes and increase the availability of affordable units.	18/19	4	Planning
5c. Homelessness	Apply for Measure H funding to strengthen homelessness programs and partnerships.	18/19	1	Police

## 6. Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.

6a. Community Programs	Introduce a pilot "Library of Things" to support a sharing, more green economy.	18/19	3	Library
6b. Community Engagement Master Plan	Create a comprehensive communication plan for public outreach and engagement.	18/19	3	Management Services
6c. Citywide Strategic IT Plan	Develop an IT Business Plan to better manage technology investment across the organization to support innovation and customer service.	18/19	3	Management Services



City of South Pasadena

# ARROYO SECO TRAIL SAFETY CANOPY

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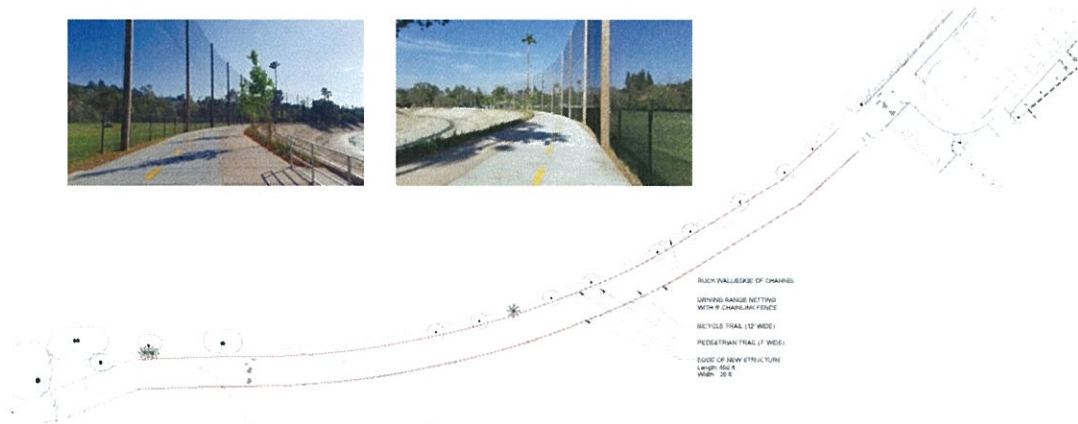
June 20, 2018





# Safety Canopy

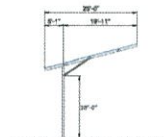




Section



CANTILEVERED ARBOR  
POWDER COATED STEEL  
ICON Shelter Systems



Section



CANTILEVERED ARBOR  
POWDER COATED STEEL  
USA Shade Structures



Side Elevation



TWO POST TRELLIS  
LAMINATED WOOD  
RCP Shelters



Side Elevation



TWO POST TRELLIS  
ALUMINUM  
Perfection Architectural Systems



# Arroyo Seco Pedestrian and Bicycle Trail

South Pasadena, California

## Trail Cover Structure





