



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

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

Wednesday, September 19, 2018, at 7:30 p.m.

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

CALL TO ORDER: Mayor Richard D. Schneider, M.D.

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

PLEDGE OF ALLEGIANCE: Councilmember Cacciotti

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

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

1. CLOSED SESSION

ANNOUNCEMENTS: A Closed Session Agenda has been posted separately

PRESENTATIONS

2. Presentation of a Proclamation Declaring September 25, 2018 as “National Voter Registration Day” in the City of South Pasadena

COMMISSION APPOINTMENTS AND REAPPOINTMENTS**3. Commission Appointments and Reappointments**

1. Appoint Noah Parker (12th Grade), Zack Quezada (8th Grade), Ella Chuang (7th Grade), and Camille Whetsel (7th Grade) to the Youth Commission for a full two-year school term from September 19, 2018 until June 30, 2020.
2. Reappoint Piper Fleming (10th Grade), Ismael Khan (10th Grade), and Connor Wang (9th Grade) to the Youth Commission for a full two-year school term from September 19, 2018 until June 30, 2020.

COMMUNICATIONS**4. Councilmembers Communications**

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

5. City Manager Communications**6. Reordering of and Additions to the Agenda****OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

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

CONSENT CALENDAR**7. Minutes of the City Council Meeting of August 15, 2018****Recommendation**

Approve the minutes of the August 15, 2018 City Council Meeting.

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

Approve the City of South Pasadena Prepaid Warrants Nos. 204001 through 204058 in the amount of \$1,574,234.28; General City Warrants Nos. 204218 through 204289 in the amount of \$429,205.87; Payroll dated August 10, 2018, in the amount of \$408,093.76; Payroll dated August 24, 2018 in the amount of \$416,040.08.

9. Monthly Investment Reports for March 2018 Through July 2018

Recommendation

Receive and file the monthly investment reports for March 2018 through July 2018.

10. Adoption of the Resolutions Authorizing Signatories on City Banking Accounts and Related Banking Documents

Recommendation

1. Adopt a resolution superseding Resolution No. 7561, Authorizing Signatures on City Bank Accounts.
2. Adopt a resolution superseding Resolution No. 7549, Authorizing Signatures on the City LAIF Account.

11. Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates

Recommendation

Adopt a Resolution amending the Master Schedule of Fees for service to remove incorrect references to water and sewer rates.

12. Adoption of a Resolution Approving the City of South Pasadena Investment Policy for Fiscal Year 2018-19

Recommendation

Adopt a resolution approving the Fiscal Year 2018-19 Investment Policy.

13. Discretionary Fund Request from Councilmember Mahmud for the Purpose of a Give Away Item for the Public Safety Open House

Recommendation

Approve a Discretionary Fund request by Councilmember Mahmud designating \$250 for the purpose of distributing promotional items for emergency preparedness during the Public Safety Open House.

14. Discretionary Fund Request from Councilmember Joe for Sponsorship for SPARC “Arts for the Community” Benefit

Recommendation

Approve a Discretionary Fund request by Councilmember Joe designating \$250 for the purpose of a \$250 sponsorship level supporting South Pasadena Arts Council (SPARC) “Arts for the Community” Benefit.

15. Approve the Cancellation of the Regular City Council Meeting of November 21, 2018

Recommendation

Cancel the regularly scheduled City Council meeting of November 21, 2018.

16. Adoption of a Resolution Updating the City’s Conflict of Interest Code

Recommendation

Adopt a resolution amending the City’s Conflict of Interest Code.

17. Award of Contract to Studio Spectrum, Inc. for the Fire Department’s Emergency Operations Center Upgrades for an Amount Not-to-Exceed \$113,416.47 and Appropriation of Funds from the Emergency Operations Center Designated Reserves

Recommendation

1. Accept a bid dated August 27, 2018, from Studio Spectrum, Inc., for the Fire Department Emergency Operations Center (EOC) Upgrades (Project).
2. For reasons set forth in the body of the staff report, find that this contract award is not subject to competitive bidding based on Studio Spectrum, Inc., being a sole source for the control system that will be installed in the EOC.
3. Authorize the City Manager to enter into a contract with Studio Spectrum, Inc., for a not-to-exceed amount of \$113,416.47 for the Project.
4. Appropriate \$195,000 from the EOC designated reserves to the Emergency Preparedness Account No. 101-5010-5012-8020.

18. Approval of a Personnel Cooperation Agreement with the City of San Marino for the Sharing of Fire Department Personnel

Recommendation

Approve the Personnel Cooperation Agreement with the City of San Marino for the sharing of Fire Department personnel resources.

19. Award of Contract to Interwest Consulting Group, Inc., for As-Needed Traffic Engineering Consulting Services

Recommendation

Authorize the City Manager to sign a contract with Interwest Consulting Group, Inc., for a not-to-exceed amount of \$30,000 for as-needed traffic engineering consulting services for Fiscal Year 2018-19.

20. Contract Amendment for RKA Consulting Group in the Amount of \$43,950 for Additional Engineering Design Services for Alpha Avenue and Camino Del Sol Street Improvement Project for Not-to-Exceed Total Project Amount of \$115,710

Recommendation

Authorize the City Manager to sign a contract amendment in the amount of \$43,950 for additional engineering design services for the Alpha Avenue and Camino Del Sol Street Improvement Project for a not-to-exceed amount of \$115,710.

21. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Grevelia Street Improvement Project and Authorization to Release Retention Payment to E.C. Construction Company in the Amount of \$18,500

Recommendation

1. Accept the Grevelia Street Improvement Project as complete.
2. Authorize the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.
3. Authorize release of retention payment to E.C. Construction Company, in the amount of \$18,500.
4. Authorize the appropriation of the remaining balance amount of \$46,884 to the phase three of the Monterey Road Street Improvement Project in the Account Number 500-900-9300.

22. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Monterey Road Improvement Project and Authorization to Release Retention Payment to Toro Enterprises, Inc., in the Amount of \$38,000

Recommendation

1. Accept the Monterey Road Improvement Project as complete.
2. Authorize the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk.
3. Authorize release of retention payment to Toro Enterprises, Inc., in the amount of \$38,000.

ACTION/DISCUSSION

23. Review of Fiscal Impact Report Relating to the Utility Users Tax Repeal Initiative Measure, Pursuant to Elections Code Section 9212, and Approval of a Draft Implementation Plan

Recommendation

Review the fiscal impact analysis, pursuant to Elections Code Section 9212, and approve in concept the draft implementation plan in response to the potential loss of the Utility Users Tax revenue.

24. Approval of the Fiscal Year 2018-19 Water Conservation Rebate Program and Authorization of a Budget Amendment for Water Conservation Capital Improvement Projects

Recommendation

1. The Fiscal Year (FY) 2018-19 water conservation rebates in the amount of \$150,000 funded from the existing FY 2018-19 water efficiency fee project budget.
2. Authorize a budget amendment of \$150,000 from the water efficiency fee fund balance to establish a water conservation capital improvement project program.

25. First Reading and Introduction of an Ordinance Amending Section 2.79-6 (Sunset) of Article IVK (Public Works Commission) to Extend the Sunset of the Public Works; Commission by an Additional Year and Adoption of a Resolution Extending the Term Limits of the Freeway and Transportation Commission and Public Works Commission by an Additional Year

Recommendation

1. Read by title only for first reading, waiving further reading, and introduce an Ordinance amending Section 2.79-6 (Sunset) of Article IVK (Public Works Commission) to extend the sunset of the Public Works Commission (PWC) by an additional year.
2. Adopt a Resolution extending the term limits of the currently seated commissioners of the Freeway and Transportation Commission and PWC by an additional year.

REPORTS

26. Receive and File Report on the Progress of Meeting the Goals of the Library Operations Study

Recommendation

Receive and file the “Report on the Progress of Meeting the Goals of the Library Operations Study” and direct staff to provide the City Council with periodic status updates.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

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

October 3, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 17, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
November 7, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

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

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

Agenda related documents provided to the City Council are available for public inspection in the City Clerk’s Division, and on the City’s website at www.southpasadenaca.gov/agendas. During

the meeting, these documents will be available for inspection as part of the "Reference Binder" kept in rear of the City Council Chamber.

Regular meetings are broadcast live on Spectrum Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at www.southpasadenaca.gov/agendas.

AGENDA NOTIFICATION SUBSCRIPTION

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

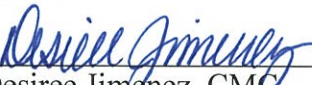
ACCOMMODATIONS



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

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

9/13/2018
Date


Desiree Jimenez, CMC
Deputy City Clerk

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