



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

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

Wednesday, January 16, 2019, at 7:30 p.m.

CALL TO ORDER: Mayor Marina Khubesrian, M.D.

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

PLEDGE OF ALLEGIANCE: Councilmember Richard D. Schneider, M.D.

PUBLIC COMMENTS AND SUGGESTIONS

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

ACTION: No reportable action.

PRESENTATIONS

- 2. Video Presentation of the City of South Pasadena Tournament of Roses Float**
3. Recognition of Fullbright Awardees

COMMISSION APPOINTMENTS

- 4. Commission Appointments and Re-Appointments**

Recommendations

1. Appoint the following to a full three-year term ending December 31, 2021: Zhen Tao to the Finance Commission; Dollie Chapman to the Parks & Recreation Commission; Karen Tamis to the Parks & Recreation Commission; Amin Al-Sarraf to the Public Safety Commission.
2. Re-appoint the following to a full three-year term ending December 31, 2021: Mark E. Smeaton to the Design Review Board; William J. Kelly to the Natural Resources & Environmental Commission

ACTION: Voted 5-0 to approve the recommended actions.

COMMUNICATIONS

5. Councilmembers Communications
6. City Manager Communications
7. Reordering of and Additions to the Agenda

City Manager DeWolfe requested to move Item No. 15 to a future City Council meeting.

CONSENT CALENDAR

ACTION: Voted 5-0 to approve Consent Calendar Item Nos. 8-10 and 12-14 with the exception of Item Nos. 11 and 15.

8. Minutes of the City Council Meeting of December 19, 2018

Recommendation

Approve the minutes of the December 19, 2018 City Council Meeting.

9. Prepaid Warrants, General City Warrants, and Payroll

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 205359 through 205478 in the amount of \$5,367,785.18; General City Warrants Nos. 205479 through 205613 in the amount of \$936,755.03; and Payroll dated December 14, 2018 and December 28, 2018, in the amount of \$1,317,426.79.

10. Monthly Investment Reports for November 2018

Recommendation

Receive and file the monthly investment reports for November 2018.

11. Authorize the City Manager to Accept a Grant Award from the Los Angeles County Metropolitan Transportation Authority in the Amount of \$332,000; Execute a Memorandum of Understanding for the City to Participate in the 626 Golden Streets Mission to Mission Ciclovía Working Group; and Professional Services Agreement with BikeSGV for Services Associated with the Planning and Hosting of the 626 Golden Streets Mission to Mission Ciclovía

Recommendation

Authorize the City Manager to execute:

1. A Grant Award from the Los Angeles County Metropolitan Transportation Authority (Metro) in the amount of \$332,000 for the 626 Golden Streets Mission to Mission Ciclovía (Mission to Mission); and
2. A Memorandum of Understanding (MOU) for the City to participate in the Mission to Mission Working Group; and
3. A Professional Services Agreement (PSA) with Bike San Gabriel Valley (BikeSGV) for services associated with the planning and hosting of Mission to Mission.

ACTION: Voted 5-0 to approve the recommended actions.

12. Award of Contract to E.J. Ward, for Installation of a Fuel Dispensing Management System for an Amount Not-to-Exceed \$60,684

Recommendation

1. Accept a bid dated November 25, 2018, from E.J. Ward, for the installation of a Fuel Master fuel management system (Project) at the City of South Pasadena's (City) three fuel pumps; and
2. Authorize the City Manager to enter into a contract with E.J. Ward for an amount not-to-exceed \$60,684 for the Project.

13. Consideration of Resolution Approving Procedure for the Destruction of Public Records

Recommendation

Adopt the Resolution of the City Council of the City of South Pasadena Approving a Procedure for the Destruction of Public Records Consistent with the City of South Pasadena Records Retention Policy.

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

Recommendation

1. Approve the Mayor’s list of City Council Liaison and Regional Group Appointments to various commission, boards, and committees.
2. Adopt a Resolution appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena (City).

15. Approval of a Professional Services Agreement with Lotus Communications, LLC to Replace the Current Cabling Infrastructure in Several City Facilities and Authorize the Purchase of Network Switches, Ports, and Hardware

ITEM MOVED TO A FUTURE CITY COUNCIL MEETING

ACTION/DISCUSSION

16. First Reading and Introduction of an Ordinance to Amend Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code

Recommendation

Read by title only for the first reading and introduce an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code.”

ACTION: Voted 5-0 to approve the recommended action.

17. First Reading and Introduction of an Ordinance Revising Article IV (Boards and Commissions – General Provisions) of the South Pasadena Municipal Code to Provide Clarification on Partial Commission Terms and to Require Brown Act Training for Commissioners

Recommendation

Read by title only for first reading, waiving further reading, and introduce an Ordinance revising Article IV (Boards and Commissions – General Provisions).

ACTION: Voted 5-0 to approve the recommended action.

REPORTS

18. Receive and File the Capital Improvement Plan Quarter Two Projects

Recommendation

Receive and File the 2018 Second Quarter Capital Improvement Plan update.

ACTION: This was an informational item only.

19. Receive and File 2018-19 Strategic Plan Quarter 2 Update

Recommendation

Receive and file the second quarter update of the Fiscal Year (FY) 2018-19 Objectives.

ACTION: This was an informational item only.

ADJOURNMENT

01/18/2019

Date



Marc Donohue, MMC
Chief City Clerk