



**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, April 17, 2019, at 7:30 p.m.

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

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

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

ACTION: No reportable action.

PRESENTATIONS

- 2. Earth Day Proclamation**
- 3. Armenian Genocide Proclamation**
- 4. Denim Day Proclamation**
- 5. Donate Life Month Proclamation**
- 6. Merchant Minute – De Milo Design**
- 7. Arts Invocation- Jaz Sawyer**
- 8. Compassion Across Borders Presentation by SALEF**

COMMUNICATIONS

9. 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.

10. City Manager Communications**11. Reordering of and Additions to the Agenda****CONSENT CALENDAR**

ACTION: Voted 5-0 to approve Consent Calendar Items No. 12, 13, 14, 16, 17*, 18, 19, 20, 22, 23*, 25*, 26, 27, 28, 29, 30, 31, 32*

***Items approved as amended documents**

Item Nos. 15, 21, 24 moved to a future meeting

12. Minutes of the City Council Meeting on March 20, 2019**Recommendation**

Approve the minutes of the March 20, 2019 City Council Meeting.

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

Approve the City of South Pasadena Prepaid Warrants Nos. 206377 through 306528 in the amount of \$561,219.54; General City Warrants Nos. 306529 through 306692 in the amount of \$811,436.12; and Payroll dated March 22, 2019, in the amount of \$759,795.00; and Payroll dated April 5, 2019, in the amount of \$583,508.32.

14. Second Reading of an Ordinance to the South Pasadena Municipal Code Amending the Chapter 24 (Nuisances) to Streamline the Procedures for Abatement of Public Notices**Recommendation**

Read by title only for the second reading, waiving further reading, and adopt an Ordinance to the South Pasadena Municipal Code (SPMC) regarding the Abatement of Public Nuisances.

15. Authorize a Letter of Support for Assembly Bill 1204 (Rubio) Regarding Coming into Compliance with Maximum Contaminant Level (MCL) for a Drinking Water Contaminant**Recommendation**

Authorize a letter of support for Assembly Bill (AB) 1204 (Rubio) regarding coming into compliance with Maximum Contaminant Level (MCL) for a drinking water contaminant.

ACTION: Item moved to a future meeting.

16. Monthly Investment Reports for February 2019Recommendation

Receive and file the monthly investment reports for February 2019.

17. Adoption of a Resolution Confirming the Fire Department's Compliance with Mandated Inspection DutiesRecommendation

Adopt the resolution acknowledging the receipt of the Fire Department's annual report of compliance for mandated inspection duties.

ACTION: Voted 5-0 to approve as amended.

18. Adoption of Resolution Vacating Bank Street between Fremont Avenue and Diamond Avenue, and Reserving Public Utility EasementsRecommendation

1. Adopt Resolution (Attachment 1) to vacate a Bank Street between Fremont Avenue and Diamond Avenue, and reserve easements for water and sewer utilities, pursuant to Streets and Highways (S&H) Code Sections 8330-8336; and
2. Authorize the recordation of the vacation of Bank Street with the Los Angeles County Registrar-Recorder/County Clerk Office.

19. Adoption of the Resolution Authorizing Signatories on City Banking Accounts and Related Banking DocumentsRecommendation

Adopt a resolution superseding Resolution No. 7592, Authorizing Signatures on City Bank Accounts.

20. Approve the Revised City Council Liaison and Regional Group Appointments ListRecommendation

Approve the revised City Council Liaison and Regional Group Appointment list.

21. Award of Contract for On-call Construction Management and Observation Services to Willdan Engineering for a Not-to-Exceed Amount of \$119,324 and Interwest Consulting Group, Inc., for a Not-to-Exceed Amount of \$233,145Recommendation

1. Accept a proposal dated January 17, 2019 from Willdan Engineering for on-call construction management and observation services for the Monterey Road (Phase Three) and Traffic Signal Installation at Monterey Road & Orange Grove Avenue Projects; and
2. Authorize the City Manager to execute an agreement with Willdan Engineering for a not-to-exceed amount of \$119,324; and
3. Accept a proposal dated January 17, 2019 from Interwest Consulting Group, Inc., for on-

- call construction management and observation services for the Alpha Avenue & Camino Del Sol and Bushnell Avenue & Diamond Avenue Street Improvement Projects; and
4. Authorize the City Manager to execute an agreement with Interwest Consulting Group, Inc. (Interwest) for a not-to-exceed amount of \$233,145; and
 5. Reject all other proposals received.

ACTION: Item moved to a future meeting.

22. Resolution Approving Final Tract Map No. 71738 for the Property Located at 191 Monterey Road

Recommendation

It is recommended that the City Council adopt the attached resolution (Attachment 1) approving Final Tract Map No. 71738 for the property located at 191 Monterey Road and authorize the recordation of the Final Tract Map with the Los Angeles County Registrar-Recorder/County Clerk.

23. Award of Contract for On-call Material Testing and Geotechnical Services to Geo Teck, Inc., for a Not-to-Exceed Amount of \$201,600

Recommendation

1. Accept a proposal dated January 16, 2019 from Geo Tek, Inc., for on-call material testing and geotechnical services; and
2. Authorize the City Manager to execute an agreement with Geo Tek, Inc., for a not-to-exceed amount of \$201,600; and
3. Reject all other proposals received.

ACTION: Voted 5-0 to approve as amended.

24. Award of Construction Contract to New Art Construction, Inc. in the Amount of \$87,800, for the Mission-Meridian Garage Emergency Power Generator Replacement Project

Recommendation

1. Award the construction contract to New Art Construction, Inc. in the amount of \$87,800 for Mission Meridian Village; and
2. Authorize a construction contingency (10%) in the amount of \$8,700 for a total amount of \$96,580.

ACTION: Item moved to a future meeting.

25. Award of Services Agreement to Base Hill, Inc. in the amount of \$459,254.11 for Citywide Janitorial ServicesRecommendation

Authorize the City Manager to sign a services agreement with Base Hill, Inc. (Jan Point), in the amount of \$459,254.11, for citywide janitorial services for the next three Fiscal Years (FY19-20, FY20-21, and FY21-22).

ACTION: Voted 5-0 to approve as amended.

26. Authorize Contract Amendment with Security Design Systems for Expansion of City's Access Control systems in the amount of \$10,194.55 for a total not to exceed amount of \$47,196.51Recommendation

Authorize the City Manager to execute a Contract Amendment with Security Design Systems ("SDS") in the amount of \$10,194.55, for expansion of the City's Access Control System ("ACS") to include six additional points of entry inside of the City Hall Building.

27. Authorize a Second Contract Amendment with LA Solutions for Engineering Resources (LASER), LLC for On-Call Public Works and Project Management Support Services in an Amount Not-to-Exceed \$30,000 for a Total Not-to-Exceed Contract Amount of \$84,900Recommendation

It is recommended that the City Council authorize the City Manager to execute a second contract amendment with LASER, LLC, in an additional not-to-exceed amount of \$30,000, for on-call public works and project management support services.

28. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Wilson Wellhead Treatment Project and Authorization to Release Retention Payment to R C Foster Corporation in the Amount of \$143,195.00Recommendation

1. Accept the Wilson Reservoir Wellhead Treatment System Project (Project) as complete;
2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorize release of retention payment to R C Foster Corporation. (Contractor), in the amount of \$143,195.

29. Authorize a Contract Amendment with HR Dynamics & Performance Management for Additional Analysis on the Compensation & Benefits Study and Approval of Increase in Non-Budgeted Expenditures in an Amount Not-to-Exceed \$15,000 for a Total Not-to-Exceed Contract Amount of \$40,000

Recommendation

Authorize the City Manager to execute the contract amendment with HR Dynamics & Performance Management, in an additional not-to-exceed amount of \$15,000, for additional analysis on the Compensation & Benefits Study.

30. Presentation of the Draft Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2018

Recommendation

It is recommended that the City Council receive and file the Draft City of South Pasadena’s (City) Comprehensive Annual Financial Report (CAFR) for the Fiscal Year (FY) ending June 30, 2018.

31. Approval of the Dedication Tree Planting Policy

Recommendation

Approve the Dedication Tree Planting Policy.

32. Authorize Execution of Professional Service Agreements with Psomas in the Amount of \$98,480, and PlaceWorks, Inc. in the Amount of \$128,733 to Complete the General Plan Update and Downtown Specific Plan; and Increase the Non-Budgeted Expenditure Community Development Contract Services Account by \$120,766 from the General Fund For Fiscal Year 2018-19

Recommendation

Authorize the City Manager to:

1. Execute a Professional Services Agreement (PSA) with Psomas to complete the Environmental Impact Report (EIR) in the amount of \$98,480; and
2. Execute a PSA with PlaceWorks, Inc. (PlaceWorks) to finalize the General Plan Update and Downtown Specific Plan; conduct public workshops and focus group meetings; and participate in Planning Commission and City Council public hearings in the amount of \$128,733; and
3. Waive the City’s bidding requirements; and
4. Increase the Community Development Contract Services Account #101-7010-7011-8180-000 by \$120,766 from the General Fund for Fiscal Year 2018-19.

ACTION: Voted 5-0 to approve as amended.

ACTION/DISCUSSION

33. Approval of Fiscal Year 2019-20 Objectives for 2018-2023 Strategic Plan

Recommendation

Approve the 2018-2023 Strategic Plan (Plan) Fiscal Year (FY) 2019-20 Objectives.

ACTION: Voted 5-0 to approve the 2018-2023 Strategic Plan (Plan) Fiscal Year (FY) 2019-20 Objectives as presented and to bring back more information on minimum wage at a future City Council meeting before the budget is adopted.

REPORTS

34. Receive and File 2018-19 Strategic Plan Third Quarter Update

Recommendation

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

ACTION: Informational item only, received and filed.

35. Receive and File the Capital Improvement Plan Quarter Three Project Updates

Recommendation

It is recommended that the City Council Receive and File the Fiscal Year (FY) 2018-19 Third Quarter Capital Improvement Plan (CIP) update.

ACTION: Informational item only, received and filed.

COUNCILMEMBER COMMUNICATIONS CONTINUED

ADJOURNMENT

04/19//19

Date



Juan Esquivel, MPA

Deputy City Clerk