



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

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

**Wednesday, April 17, 2019, 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 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.

**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**

**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.

**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**

**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**

**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.

**16. Monthly Investment Reports for February 2019**

Recommendation

Receive and file the monthly investment reports for February 2019.

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

Recommendation

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

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

Recommendation

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 Documents**

Recommendation

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

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

Recommendation

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 \$233,145**

Recommendation

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.

**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.

**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.

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

Recommendation

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).

**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 \$47,196.51**

Recommendation

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 \$84,900**

Recommendation

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 \$143,195.00**

Recommendation

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/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.

**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.

**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.

**COUNCILMEMBER COMMUNICATIONS CONTINUED**

**ADJOURNMENT**

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

May 1, 2019	Regular City Council Meeting	Council Chamber	7:30 p.m.
May 15, 2019	Regular City Council Meeting	Council Chamber	7:30 p.m.
June 5, 2019	Regular City Council Meeting	Council Chamber	7:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

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

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

Agenda related documents provided to the City Council are available for public inspection in the City Clerk’s Division, and on the City’s website at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas). During the meeting, these documents will be available for inspection as part of the “Reference Binder” kept in rear of the City Council Chamber.

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

**AGENDA NOTIFICATION SUBSCRIPTION**

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

**ACCOMMODATIONS**



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

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

04/11//19

Date

Juan Esquivel, MPA  
Deputy City Clerk