



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

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

February 5, 2020, 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.*

*South Pasadena City Council Statement of Civility
As your elected governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

CALL TO ORDER: Mayor Robert S. Joe.

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

PLEDGE OF ALLEGIANCE: Councilmember Marina Khubesrian, M.D.

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

PRESENTATIONS

2. Gold Standard Award – South Pasadena Fire Department

COMMISSION APPOINTMENTS

3. Authorize Commission Appointments

Recommendation

It is recommended that the City Council:

1. Appoint the following resident to a three-year term ending December 31, 2022:
 - Joseph M. Molina, Library Board of Trustees

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

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 Regular City Council Meeting on December 4, 2019

8. Approval of Prepaid Warrants in the Amount of \$448,094.47 less \$645.00 in Voids. General City Warrants in the Amount of \$384,268.08.

Recommendation

It is recommended that the City Council approve the Warrants as presented.

9. Acceptance of Donation of \$8,000 for Replacing Computers at the South Pasadena Senior Center from the Senior Citizens Foundation of South Pasadena Incorporated

Recommendation Action

It is recommended that the City Council accept a donation of \$8,000 from the Senior Citizens Foundation of South Pasadena, Inc. for the replacement of seven computer systems for the South Pasadena Senior Center.

10. Award of Construction Contract to Gentry Brothers, Inc., for the Alpha Avenue and Camino Del Sol Street Improvement Project in an Amount Not-to-Exceed \$1,868,801

Recommendation

It is recommended that the City Council:

1. Accept a bid dated October 8, 2019, from Gentry Brothers, Inc., for the construction of the Alpha Avenue and Camino Del Sol Street Improvement Project (Project);
2. Authorize the City Manager to enter into a contract with Gentry Brothers, Inc., for the bid amount of \$1,698,910; and
3. Authorize a construction contingency ten percent in the amount of \$169,891 for total amount of \$1,868,801.

11. Adoption of a Resolution Authorizing the County of Los Angeles Agriculture Commissioner to Inspect and Abate Weeds, Brush and Native Vegetation Declared to be an Existing or Potential Fire Hazard, and Schedule a Public Hearing to be Held on February 19, 2020 to Hear Objections or Protests to the Vegetation Management Program

Recommendation

It is recommended that the City Council adopt the resolution authorizing the County of Los Angeles Agriculture Commissioner to inspect and abate weeds, brush and native vegetation declared to be an existing or potential fire hazard, and schedule a Public Hearing to be held on February 19, 2020 to hear objections or protests to the vegetation management program.

12. Adoption of a Resolution Approving a Memorandum of Understanding (MOU) Between the City of South Pasadena and the Los Angeles Regional Interoperable Communications System (LA-RICS) Joint Powers Authority

Recommendation

It is recommended that the City Council:

- 1) Approve a resolution adopting an MOU between the City and the Los Angeles Regional Interoperable Communications System Joint Powers Authority (LA-RICS)
- 2) Delegate authority to the City Manager to approve and execute any future amendments to the MOU.

13. Second Reading and Adoption of an Ordinance Adopting by Reference the 2020 Los Angeles County Building, Residential, Electrical, Mechanical, Plumbing and Existing Building Codes with certain amendments, additions and deletions thereto amending Chapter 9 Article 1 of the South Pasadena Municipal Code

Recommendation

It is recommended that the Council read by title only for second reading and waive further reading of an ordinance adopting by reference and amending the 2020 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential and Existing Building Codes thereto amending Chapter 9 Article 1 of the South Pasadena Municipal Code

14. Second Reading and Adoption of an Ordinance Adopting by Reference the 2019 California Fire Code with Certain Amendments, Additions, and Deletions thereto Chapter 14 of the South Pasadena Municipal Code

Recommendation

It is recommended that the City Council read by title only and waive further reading of an ordinance adopting by reference and amending the 2019 California Fire Code (CFC).

ACTION/DISCUSSION

15. Approve the First Reading and Introduction of Two Ordinances: 1) Restructure the Freeway and Transportation Commission to Create the Mobility and Transportation Infrastructure Commission with Updated Responsibilities; and 2) Restructure the Public Works Commission with Updated Roles and Responsibilities

Recommendation

It is recommended that the City Council:

- 1) Read by title only for first reading, waiving further reading, and introduce an Ordinance to repeal Article IVD (Freeway and Transportation Commission) of Chapter 2 “Administration” of the South Pasadena Municipal Code (SPMC) and add a new Article IVD (Mobility and Transportation Infrastructure Commission) to SPMC Chapter 2 to restructure the Freeway and Transportation Commission (FTC) to create the Mobility and Transportation Infrastructure Commission (MTIC) with updated roles and responsibilities to focus on mobility policy and transportation infrastructure; and
- 2) Read by title only for first reading, waiving further reading, and introduce an Ordinance to repeal Article IVK (Public Works Commission) of SPMC Chapter 2 “Administration” and add a new Article IVK (Public Works Commission) to restructure the Public Works Commission (PWC) with updated roles and responsibilities to focus on non-transportation infrastructure including water, sewer, stormwater, buildings, and City facilities.

16. Receive and File Ramona Street Neighborhood Traffic Management Plan

Recommendation

It is recommended that the City Council receive and file the Ramona Avenue Neighborhood Traffic Management Plan dated January 2020 prepared by Nelson\Nygaard (Consultant).

ADJOURNMENT

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

February 19, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
March 4, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
March 18, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
April 1, 2020	Regular City Council Meeting	Council Chamber	Cancelled

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;
- 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 the 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.

1/30/2020

Date

/s/


Maria E. Ayala

Chief City Clerk



City Council Agenda Report

ITEM NO. 3

DATE: February 5, 2020
FROM: Robert Joe, Mayor
PREPARED BY: Maria E. Ayala, Chief City Clerk 
SUBJECT: **Authorize Commission Appointments**

Recommendation

It is recommended that the City Council:

1. Appoint the following resident to a three-year term ending December 31, 2022:
 - Joseph M. Molina, Library Board of Trustees

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

There are no financial implications to the City.

Environmental Analysis

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environmental.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.



Wednesday, December 4, 2019
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 Khubesrian on Wednesday, December 4, 2019, at 7:40 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None

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

PLEDGE OF ALLEGIANCE

Councilmember Diana Mahmud led the Pledge of Allegiance.

Mayor Khubesrian announced that the Presentation items on the agenda would be taken first.

PRESENTATIONS

Mayor Khubesrian recognized Erin Stone and Addy Gonzalez-Renteria from the *11:11 A Creative Collective*, the current art exhibit at City Hall. Ms. Stone and Ms. Gonzalez-Renteria were present and briefly spoke about their artwork and background.

4. Certificate of Recognition – Laura Farber

Mayor Khubesrian recognized Ms. Farber for her leadership as President of the 2020 Tournament of Roses. Ms. Farber was joined by her husband, Tomas Lopez, at the podium. Ms. Farber spoke about her background and work with the Tournament of Roses, and presented the City with a framed poster of the 2020 Tournament of Roses logo.

5. Certificate of Recognition – Shower of Hope

Mayor Khubesrian recognized Mr. Mel Telekaratne for his organization’s contributions to the South Pasadena Community in building community engagement for solutions to help the homeless population. Mr. Telekaratne was joined by several volunteers from *Shower of Hope*.

6. Certificate of Recognition – League of Women Voters, Pasadena Area

Mayor Khubesrian recognized Ms. Patricia Coulter who said a few words about the organization’s history. Ms. Coulter was joined by Ms. Debbie Vega and Ms. Bianca Richards.

7. South Pasadena Tournament of Roses Committee Annual Float Fundraiser Drawing for the Ultimate Tournament of Roses Experience

Mayor Khubesrian called upon Alan Vlacich and Bill Cullinane from the South Pasadena Tournament of Roses Committee to hold the annual drawing. Mayor Khubesrian picked three winning tickets and they were announced as follows: Tickets to Rose Bowl Game – Randy McKinley (sp?); Tickets to Parade – Ed Wong (sp?); and \$300 Cash – Elliott Zayner (sp?)

Mayor Khubesrian announced that the meeting would now address agenda Item Nos. 1-3.

ELECTION OF OFFICERS / PRESENTATION / STATE OF THE CITY

1. Election of Mayor and Mayor Pro Tem for the 2019-2020 Term

Mayor Khubesrian announced the election of the Mayor and requested nominations. Councilmember Mahmud nominated Mayor Pro Tem Joe as Mayor for the 2019-2020 term, Councilmember Cacciotti seconded the nomination. Mayor Pro Tem Joe accepted the nomination. Councilmember Schneider moved that nominations be closed, Councilmember Cacciotti seconded. MOTION BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to elect Robert S. Joe to the Office of Mayor.

Mayor Khubesrian announced the election of Mayor Pro Tem and requested nominations. Councilmember Schneider nominated Councilmember Mahmud as Mayor Pro Tem for the 2019-2020 term, Councilmember Cacciotti seconded the nomination. Councilmember Mahmud accepted the nomination. Councilmember Cacciotti moved that nominations be closed, Councilmember Schneider seconded. MOTION BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to elect Diana Mahmud to the Office of Mayor Pro Tem.

2. Presentation to Outgoing Mayor Marina Khubesrian, M.D.

Newly elected Mayor Joe announced that he would be relinquishing the running of tonight’s meeting to Mayor Khubesrian. He also thanked Mayor Khubesrian for her leadership throughout the year and presented her with a Bonsai Tree in appreciation of her term as Mayor. He further announced that the City will hold a Tree Planting Ceremony in commemoration of Mayor Khubesrian’s term as Mayor.

3. Mayor's State of the City Presentation

Mayor Khubesrian provided a PowerPoint presentation that highlighted the City's accomplishments over the last year and current State of the City.

PUBLIC COMMENTS

Rona Bortz (Natural Resources and Environmental Commissioner): Announced the viewing at the South Pasadena Library Community Room of the documentary, "Life in Plastics in California".

Sabrina Zavala (Student): Announced the upcoming Tiger 5k Run, scheduled for December 7th at 8 a.m.

Leo Cortez Sr. (South Pasadena Resident): Asked the City to look into adding community exercise stations in the local parks; and, to consider additional holiday lighting on Fair Oaks Ave.

Councilmember Cacciotti recommended to Mr. Cortez that he attend a Parks and Recreation Commission meeting and share his ideas with that Commission.

COMMUNICATIONS

8. Councilmembers Communications

Councilmember Schneider – No reports.

Councilmember Cacciotti reported on the following (with pictures): bike ride with South Pasadena residents to tour potential bike rack locations; attended a meeting at the Women's Club to hear a speaker on Human Rights Alliance; scenic picture of area by bridge and stables on Thanksgiving weekend.

Councilmember Mahmud reported on the following: as the Arroyo Verdugo representative to the League of CA Cities, L.A. County Division, announced that next week there will be a planning session to focus on next year's objectives. She invited Council and City Manager to share any ideas with her that would be ideal to share at the planning session.

Councilmember Mahmud asked if City Manager DeWolfe would be providing an update on the water billing service. City Manager DeWolfe confirmed that she would be.

Mayor Pro Tem Joe – No reports.

Mayor Khubesrian reported on the following: congratulated Delilah Curry, owner of *Hot Box Vintage* in South Pasadena, for being named Young Entrepreneur by Senator Portantino. At the recent annual 25th State Senate District *Women in Business Legislative Update & Awards Luncheon*; and also recognized Lissa Reynolds for her leadership in arts and culture in South Pasadena.

9. City Manager Communications

City Manager DeWolfe reported on the following:

- Announced the recent Police Department promotions: Shannon Robledo, Lieutenant; Thomas Jacobs, Lieutenant; and Randy Wise, Corporal;
- Provided a brief update on: the City’s transition to the new water billing service, MuniBilling. Councilmember Mahmud also shared information regarding the accessibility of paying the water bill online. Mayor Pro Tem Joe inquired about the contract terms for MuniBilling, City Manager DeWolfe responded accordingly; and
- Provided an update on the City’s research of potential bike rack locations, rack model, and logo placement.

Mayor Pro Tem Joe followed up with a question on where residents should file a complaint on the water billing should an issue arise, and requested that the Council be apprised of any complaints or issues that should arise in the future. City Manager DeWolfe responded accordingly.

10. Reordering of and Additions to the Agenda

Mayor Khubesian announced that Agenda Item No. 21 would be the first item heard under Action/Discussion.

Chief City Clerk Ayala announced the Additional Documents being presented tonight and requests that Council acknowledge said Additional Documents and staff’s recommendation in their motions for Agenda Item Nos. 14 and 16. Chief City Clerk Ayala further announced that the Additional Documents were uploaded online prior to the City Council Meeting and are provided in hard copy for the public’s review in the back of the Council Chambers.

CONSENT CALENDAR

No public comment on Consent Calendar.

Councilmember Mahmud requested to pull Item No. 17 for separate discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE, CARRIED 5-0, to approve Consent Calendar Items Nos. 11 through 16, 18 and 19 to include revisions in accordance with Additional Documents provided (see Agenda Item Nos. 14 and 16 for details).

11. Adoption of Resolution No. 7633 Declaring the Results from the November 5, 2019 Special Municipal Election

Adopted Resolution No. 7633 entitled, “A Resolution of the City Council of the City of South Pasadena, California, reciting the fact of the Special Municipal Election held in the City on November 5, 2019, declaring the results, and other matters as provided by law.”

12. Approval of 2020 City Council Meeting Schedule

Approved a City Council meeting schedule for the 2020 calendar year.

13. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 308948-309110 in the amount \$610,363.19 (less \$1,510.00 in Voids); and General City Warrants Nos. 309111-309227 in the amount of \$574,965.89.

14. Adoption of Resolution No. 7634 Determining and Establishing an Appropriations Limit for Fiscal Year 2018-19 in Accordance with Article XIII B of the California Constitution

Adopted Resolution No. 7634 setting the City of South Pasadena's FY 2018-19 Appropriations Limit.

15. Adoption of Resolution No. 7635 Approving the City of South Pasadena Investment Policy for Fiscal Year 2019-20

Adopted Resolution No. 7635 approving the Fiscal Year 2019-20 Investment Policy to include the revisions from the Additional Documents correcting the name and title of the signatory to Evelyn Zneimer, City Clerk, on the subject resolutions.

16. Award of Contract for the Pavement and Asset Management Information Services to Bucknam Infrastructure Group, Inc. for a Total Not-to-Exceed Amount of \$68,000

City Council approved the following to include the revisions to the contract as indicated in the Additional Documents (revisions add clarification to project tasks, definitions to common abbreviations and add milestone dates to the Project schedule):

1. Accepted a proposal dated September 5, 2019 from Bucknam Infrastructure Group, Inc. for the preparation of Pavement Management Information Services; and
2. Authorized the City Manager to execute the agreements and any amendments with Bucknam for a not-to-exceed amount of \$74,800 (\$68,000 for the proposal amount and \$6,800 for 10% contingency); and
3. Rejected all other proposals received.

18. Award of Contract for the Preparation of Integrated Water and Wastewater Resources Management Plan to Carollo Engineers, Inc. for a Total Not-to-Exceed Amount of \$579,395 for a Period of Two Years

City Council:

1. Accepted a proposal dated September 30, 2019 from Carollo Engineers, Inc. for the preparation of Integrated Water and Wastewater Resources Management Plan; and
2. Authorized the City Manager to execute the agreements and any amendments with Carollo for a not-to-exceed amount of \$579,395 (\$526,723 for the proposal amount and \$52,672

- for 10% contingency); and
3. Rejected all other proposals received.

19. Discretionary Fund Request from Michael Cacciotti for \$1,000 for South Pasadena Beautiful Post Office Project

Approved a Discretionary Fund request by Councilmember Michael Cacciotti for \$1,000 for the purpose of assisting South Pasadena Beautiful, a non-profit group, with cost of the re-landscape of the Post Office.

ITEM PULLED FROM CONSENT CALENDAR

17. Approved Cooperative Agreement with City of Alhambra for Street Rehabilitation of Pine Street Between Atlantic Boulevard and Huntington Drive in an Amount Not-to-Exceed \$119,116

Councilmember Mahmud had questions regarding: clarification of agreement with Alhambra over actual cost and construction for specific portions of roadway, so as to avoid potential disputes in the future; and, questions regarding South Pasadena's obligation to pay "actual cost of construction" and potential ambiguities with this language. Director of Public Works, Shahid Abbas, provided responses accordingly. Councilmember Mahmud indicated she would move to approve the contract with two amendments (as indicated below).

Councilmember Cacciotti requested that Director Abbas provide clarification on the boundaries between South Pasadena and Alhambra. Director Abbas responded accordingly.

No public comment provided.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to:

1. Enter into a cooperative agreement with the City of Alhambra to share the construction cost for the street rehabilitation on Pine Street from Atlantic Boulevard to Huntington Drive in an amount not-to-exceed \$119,116, with the following two amendments: (1) that a provision be added to clarify that South Pasadena is going to pay Alhambra's out-of-pocket costs paid to the construction contractor, and (2) that a provision be added to the agreement wherein Alhambra will furnish South Pasadena with actual invoices received and actual amounts paid by Alhambra to the construction contractor; and;
2. Authorize the City Manager to execute the agreement and any other related documents.

ACTION/DISCUSSION

21. First Reading and Introduction of an Ordinance Amending IVK “Public Works Commission” of Chapter 2 “Administration” of the South Pasadena Municipal Code to Repeal Section 2.79-6 Sunset to Establish the Public Works Commission as a Permanent Commission

City Manager DeWolfe presented the staff report.

Public Comment:

Kim Hughes (South Pasadena Resident and Chair of Public Works Commission): Spoke on the value of having independent advisory bodies to review different subject matters. Expressed her support in maintaining separate commissions.

City Council and Staff held considerable discussion regarding the time including: that the final action on how to proceed be finalized before the end of the first quarter of 2020; having the existing bodies continue their current work until another form of action has been agreed upon; concerns over making appointments to vacancies if the two bodies are later combined; clarification of the subject matter jurisdiction that would pertain to each commission; etc.

City Attorney Highsmith explained the item that is before the Council tonight, and what the options will be to agendaize for a First Reading on a future agenda. City Attorney Highsmith further explained that the existing commissioners would continue serving on the commissions until new appointments or other action has been taken by Council.

Councilmember Schneider motioned to approve the item as presented. Councilmember Cacciotti seconded the motion.

Councilmember Mahmud made a substitute motion to approve the first reading of the ordinance with the additional provision that there be a resolution of the existence of the two commissions by April 30, 2020. Mayor Khubesrian seconded the substitute motion.

City Manager DeWolfe explained an alternative form of action to Council wherein staff could bring the item to Council at a future meeting. Alternatives could include options to merge, or maintaining separate commissions with clear roles and responsibilities for each.

Councilmember Mahmud withdrew her substitute motion; Mayor Khubesrian withdrew her second to the substitute motion.

Councilmember Mahmud made a new substitute motion to defer action on the item with the understanding that Staff will bring back alternatives for Council consideration, with action to be taken by Council at that meeting. Mayor Khubesrian seconded the new substitute motion.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR KHUBESRIAN, CARRIED 4-1 (Schneider) to defer action on the item with the understanding that Staff will bring back alternatives for Council consideration, with action to be taken by Council at that meeting.

- ~~1. Read by title only for first reading, waiving further reading, and introduce an Ordinance amending IVK “Public Works Commission” of Chapter 2 “Administration” of the South Pasadena Municipal Code to repeal Section 2.79-6 Sunset to establish the Public Works Commission as a permanent commission; and~~
- ~~2. Direct staff to continue to work with the Ad Hoc Committee and commissioners to develop clarified roles and responsibilities of the two commissions and return to City Council with a recommendation.~~

20. First Reading and Introduction of an Ordinance to Amend Chapter 31 of the South Pasadena Municipal Code to Correct Inconsistent Definitions of a Parkway

Director Abbas presented the staff report.

Councilmember Cacciotti had questions regarding clarification of what is considered “parkway”. Director Abbas responded accordingly.

Chief City Clerk Ayala read the ordinance by title.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 4-1 (Schneider) to read by title only for first reading, waiving further reading, and introduce an Ordinance to amend Chapter 31 of the South Pasadena Municipal Code to correct inconsistent definitions of a parkway.

22. Review City Use of Glyphosate consistent with the Natural Resources and Environmental Commission’s Recommendation

Director Abbas provided a PowerPoint presentation.

Councilmember Schneider requested that a recent email received by NREC Commissioner William Kelly, be admitted verbatim into the Minutes for tonight’s meeting.

Councilmember Mahmud explained that the content of Mr. Kelly’s email was included in the Additional Documents that updated the “Background” section of the staff report for Agenda Item No. 22.

Mayor Khubesrian had additional comments regarding the effects of the use of glyphosate.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY MAYOR PRO TEM JOE, CARRIED 5-0 that the City continue using glyphosate in accordance with the City of South Pasadena’s Qualified Applicator License with the California Department of Pesticide Regulation; and that NREC Commissioner William Kelly’s email be included, verbatim, in the minutes of tonight’s meeting.

ADJOURNMENT

Mayor Khubesrian announced the next regular City Council Meeting on December 18th. There being no further business, at 10:20 p.m. Mayor Khubesrian adjourned the meeting.

Evelyn G. Zneimer
City Clerk

Robert S. Joe
Mayor

**Email from NREC Commissioner William
Kelly to be added, verbatim, to the official
meeting record of the December 4, 2019
City Council Meeting.**

From: William Kelly <[REDACTED]>
Date: December 4, 2019 at 3:07:41 PM PST
To: William Kelly <[REDACTED]>
Subject: Fwd: Item 23 - Glyphosate

By the way, here is the link to the Office of Environmental Health Hazard listing on glyphosate:
<https://oehha.ca.gov/proposition-65/cnr/glyphosate-listed-effective-july-7-2017-known-state-california-cause-cancer>

Bill Kelly

----- Forwarded message -----

From: William Kelly <[REDACTED]>
Date: Wed, Dec 4, 2019 at 2:13 PM
Subject: Item 23 - Glyphosate
To: Dr. Richard Schneider - Personal <[REDACTED]>, Marina Khubesrian <mkhubesrian@southpasadenaca.gov>, <rjoe@southpasadenaca.gov>, Michael Cacciotti <[REDACTED]>, Diana Mahmud <dmahmud@southpasadenaca.gov>
Cc: Arpy Kasparian <akasparian@southpasadenaca.gov>, Stephanie DeWolfe <sdewolfe@southpasadenaca.gov>, Shahid Abbas <sabbas@southpasadenaca.gov>

Greetings:

Unfortunately, I will not be able to attend tonight's city council meeting, but wanted to share a concern regarding item 23 to authorize continued use of glyphosate in South Pasadena parks and parkways.

The Natural Resources & Environmental Commission reviewed this issue twice, including prior to 2019. It first concluded that due to the limited quantity of the herbicide used and the locations it was used in that there was little concern regarding direct public exposure. NREC this past year reviewed the staff report to be presented tonight and it remains unchanged despite that it was suggested at least twice that the document mention the fact that the California Office of Environmental Health Hazard Assessment in 2017 listed glyphosate as carcinogen.

This does not necessarily mean that limited use of the product presents an imminent health hazard to the public, but the lack of any mention that the state has officially designated the chemical as a cancer-causing agent is a serious omission.

OEHHA is one of the few so-called "authoritative bodies" in the world that is capable of making epidemiological assessments to classify the health risks presented by chemicals. So what it determines must be at least shared by the staff with you and the

community. I would be, frankly, quite skeptical, if not dismissive, of U.S. EPA's assurance that the herbicide is safe and not a carcinogen given the highly publicized manipulation of science under the current Administration.

Accordingly, I would ask that you defer action on the report tonight and direct the staff to amend the document to acknowledge that the state of California has listed glyphosate as a carcinogen and bring it back for action at a future date.

We live in California and omission of state determinations, particularly when it comes to human health, should not be tolerated.

Thanks,
Bill Kelly
NREC Member

[REDACTED]

--

William J. Kelly
Correspondent
California Current - *Your Energy Source*

[REDACTED] (phone)

[REDACTED]

www.cacurrent.com



City Council Agenda Report

ITEM NO. 8

DATE: February 05, 2020

FROM: Stephanie DeWolfe, City Manager *[Signature]*

PREPARED BY: Karen Aceves & Lucy Demirjian, Interim Finance Director *[Signature]*

SUBJECT: Approval of Prepaid Warrants in the Amount of \$448,094.47 less \$645.00 in Voids. General City Warrants in the Amount of \$384,268.08.

Recommendation Action

It is recommended that the City Council approve the Warrants as presented.

Fiscal Impact

Prepaid Warrants:

Warrant # 309586-309698	\$	448,094.47
Void	\$	(645.00)

General City Warrants:

Warrant # 309699-309812	\$	384,268.08
Void	\$	0

Wire Transfers (LAIF)

\$ 0

Wire Transfers (RSA)

\$ 0

Wire Transfers (Acct # 2413)

\$ 0

Wire Transfers (Acct # 1936)

\$ 0

RSA:

Prepaid Warrants \$ 0

General City Warrants \$ 0

Total	\$	<u>831,717.55</u>
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Commission Review and Recommendation

This matter was not reviewed by a Commission.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its

Approval of Warrants
February 05, 2020
Page 2 of 2

inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Prepaid & General Warrant Voids

ATTACHMENT 1
Warrant Summary

**City of South Pasadena
Demand/Warrant Register
Recap by fund**

Fund No.	Date		02.05.2020		
	Amounts		Prepaid	Written	Payroll
General Fund	101		276,327.65	304,670.12	
Insurance Fund	103		-	406.75	
Street Improvement Program	104		-	11,009.69	
Facilities & Equip.Cap. Fund	105		-	-	
Local Transit Return "A"	205		682.50	2,430.17	
Local Transit Return "C"	207		868.70	602.27	
TEA/Metro	208		-	-	
Sewer Fund	210		31,545.13	222.69	
CTC Traffic Improvement	211		-	-	
Street Lighting Fund	215		9,483.76	22,072.79	
Public,Education & Govt Fund	217		-	-	
Clean Air Act Fund	218		-	-	
Business Improvement Tax	220		21,100.00	-	
Gold Line Mitigation Fund	223		-	-	
Mission Meridian Public Garage	226		400.00	804.13	
Housing Authority Fund	228		2,793.23	-	
State Gas Tax	230		-	9,705.64	
County Park Bond Fund	232		85.56	2,480.00	
Measure R	233		-	-	
Measure M	236		-	-	
MSRC Grant Fund	238		-	-	
Measure W	239		-	-	
Measure H	241		-	-	
Bike & Pedestrian Paths	245		-	-	
BTA Grants	248		-	-	
Golden Street Grant	249		-	-	
Capital Growth Fund	255		-	-	
CDBG	260		-	-	
Asset Forfeiture	270		-	-	
Police Grants - State	272		-	-	
Homeland Security Grant	274		-	-	
Park Impact Fees	275		-	-	
HSIP Grant	277		-	-	
Arroyo Seco Golf Course	295		-	-	
Sewer Capital Projects Fund	310		-	-	
Water Fund	500		77,160.26	25,719.84	
Water Efficiency Fund	503		-	4,143.99	
2016 Water Revenue Bonds Fund	505		-	-	
Public Financing Authority	550		-	-	
Payroll Clearing Fund	700		27,647.68	-	
Column Totals:			448,094.47	384,268.08	-

Fund No.	Amounts			
	Prepaid	Written	Payroll	
RSA	227	-	-	-
RSA Report Totals:		-	-	-

City Report Totals: 832,362.55

Wire Transfer - LAIF -
 Wire Transfer - RSA -
 Wire Transfer - Acct # 2413 -
 Wire Transfer - Acct # 1936 -
 Voids - Prepaid (645.00)
 Voids - General Warrant -

Grand Report Total: 831,717.55

Robert Joe, Mayor

Karen Aceves / Lucy Demirjian, Interim Finance Director

Evelyn G. Zneimer, City Clerk

ATTACHMENT 2
Prepaid Warrant List

Accounts Payable

Check Detail

User: ealvarez
Printed: 01/29/2020 - 8:00AM



Check Number	Check Date		Amount
21CL4011 - 21 Clets			
309652	01/23/2020		
	Inv 01/29/20	Training Class for Police Assistant Pach	130.00
309652 Total:			130.00
21CL4011 - 21 Clets Total:			130.00
ACTM3010 - Accountemps			
309640	01/23/2020		
	Inv 54863363	Retention Fee - Somin Kang	13,518.96
309640 Total:			13,518.96
309653	01/23/2020		
	Inv 54808734	Temporary Finance Services: Vinny Sopase	991.25
	Inv 54850444	Temporary Finance Services: Vinny Sopase	1,267.50
	Inv 54906864	Temporary Finance Services: Vinny Sopase	2,600.00
	Inv 54907166	Temporary Finance Services: Vinny Sopase	-32.50
	Inv 54931918	Temporary Finance Services: Vinny Sopase	2,600.00
	Inv 54986369	Temporary Finance Services: Vinny Sopase	2,600.00
	Inv 55043141	Temporary Finance Services: Vinny Sopase	1,300.00
	Inv 55083135	Temporary Finance Services: Vinny Sopase	650.00
	Inv 55115332	Temporary Finance Services: Vinny Sopase	2,626.00
	Inv 55169523	Temporary Finance Services: Vinny Sopase	2,626.00
309653 Total:			17,228.25
ACTM3010 - Accountemps Total:			30,747.21
ACHG2013 - A-Check Global			
309654	01/23/2020		
	Inv 59-0603465	Electronic Background Services	79.75
	Inv 59-0605752	Electronic Background Services	200.75
309654 Total:			280.50
ACHG2013 - A-Check Global Total:			280.50
ATGC8530 - Acorn Technology Corp.			
309655	01/23/2020		
	Inv 2102	CO # 60	17.50
	Inv 2103	CO # 203	25.00

Check Number	Check Date	Amount
Inv 2104	CO # 01-165, 01-177, 01-189	135.00
Inv 2105	CO # 211	75.00
Inv 2106	CO # 205	100.00
Inv 2108	CO # 202	440.00
Inv 2109	CO # 213	25.00
Inv 2110	CO # 214	25.00
Inv 2111	CO # 212	25.00
Inv 2113	CO # 210	62.50
Inv 2115	CO # 212	25.00
Inv 2116	CO # 215 rev. 1	240.00
Inv 2117	CO # 148, 149, 150	40.00
Inv 2118	CO # 211	37.50
Inv 2119	CO # 210	25.00
Inv 2121	CO # 217	37.50
Inv 2124	CO # 205	160.00
Inv 2125	CO # 214	40.00
Inv 2126	CO # 216	145.00
Inv 2127	IT Analyst Onsite Hours	65.00
Inv 52669	Remote and Onsite IT Hours (Adjustment)	12,760.00
Inv 52787	Managed IT Computer Monitoring	12,422.50
309655 Total:		26,927.50
ATGC8530 - Acorn Technology Corp. Total:		26,927.50
ALDS4011 - Alderhorst International, LLC		
309641	01/23/2020	
Inv 103008	Annual PostTraining Cost - South Pasaden	4,620.00
309641 Total:		4,620.00
ALDS4011 - Alderhorst International, LLC Total:		4,620.00
AHWY2501 - Aleshire & Wynder LLP		
309593	01/15/2020	
Inv 54709	Holy Family Homeless ServicesMOU	2,200.00
309593 Total:		2,200.00
AHWY2501 - Aleshire & Wynder LLP Total:		2,200.00
ACMT2920 - All City Management		
309594	01/15/2020	
Inv 64596	Crossing Guard Services 10/20-11/02/19	2,172.82
Inv 64835	Crossing Guard Services 11/03-11/16/19	6,318.81
Inv 65146	Crossing Guard Services 11/17-11/30/19	4,662.77
Inv 65534	Crossing Guard Services FY19-20 12/01-12	8,010.09
Inv 65841	Crossing Guard Services FY19-20 12/15-12	3,817.13
309594 Total:		24,981.62
ACMT2920 - All City Management Total:		24,981.62

Check Number	Check Date	Amount
AIS0107 - Alliant Insurance Svcs, Inc.		
309595	01/15/2020	
Inv 10/01-12/31/19	Special Events Reporting 10/01-12/31/201	2,729.29
309595 Total:		2,729.29
AIS0107 - Alliant Insurance Svcs, Inc. Total:		2,729.29
AME0229 - Ameritas		
309656	01/23/2020	
Inv P/R/E 01/05/20	Vision Ins. January 2020 (010-19062 City	3,039.24
309656 Total:		3,039.24
AME0229 - Ameritas Total:		3,039.24
ARGL8032 - Arctic Glacier USA		
309596	01/15/2020	
Inv 19052	Snow Day (37 Tons of Snow, 32Hay Bales,	9,999.54
309596 Total:		9,999.54
ARGL8032 - Arctic Glacier USA Total:		9,999.54
ARTG4011 - Armitage Tactical Group		
309597	01/15/2020	
Inv 02.04.2020	Training Class Registration Det. Dubois	390.00
309597 Total:		390.00
ARTG4011 - Armitage Tactical Group Total:		390.00
ATCN9011 - AT & T		
309657	01/23/2020	
Inv 000014076257	9391062308 11/20-12/19/19	6,042.70
Inv 000014093564	CLPADSOPAS 11/27-12/26/19	6.96
Inv 000014098212	CLPADSOPAS 11/27-12/26/19	274.96
Inv 000014098213	CLPADSOPAS 11/27-12/26/19	550.49
309657 Total:		6,875.11
ATCN9011 - AT & T Total:		6,875.11
AT&T5006 - AT & T U-Verse		
309658	01/23/2020	
Inv 130464796	11/18-12/17/2019	194.25
309658 Total:		194.25

Check Number	Check Date	Amount
AT&T5006 - AT & T U-Verse Total:		194.25
AT&T5011 - AT&T		
309659	01/23/2020	
Inv 248 134-6100	Monthly Service 01/01-01/31/2020	9.28
Inv 331 841-0756	Monthly Service 01/07-02/06/2020	0.72
Inv 331 841-0802	Monthly Service 01/07-02/07/2020	33.03
Inv 626 405-0051	Monthly Service 12/11-01/10/2020	1,634.02
Inv 626 441-6497	Monthly Service 12/13/19-01/12/2020	305.95
Inv 626 577-6657	Monthly Service 12/13/19-01/12/2020	194.04
309659 Total:		2,177.04
AT&T5011 - AT&T Total:		2,177.04
CIN4011 - AT&T --Cingular Wireless		
309660	01/23/2020	
Inv 287014917916x01	City Mobile Devices 12/09-01/08/2020	201.92
309660 Total:		201.92
CIN4011 - AT&T --Cingular Wireless Total:		201.92
BLWT4011 - Black & White Emergency Vehicles		
309598	01/15/2020	
Inv 3329	Unit 1405 (K-9) : Timer Replacement	291.02
309598 Total:		291.02
BLWT4011 - Black & White Emergency Vehicles Total:		291.02
WDFD6116 - Bob Wondries Ford		
309599	01/15/2020	
Inv 593932	Repair to Police Unit 1404	1,606.45
Inv 594936	Allignment and new tire for unit 1405	1,556.31
309599 Total:		3,162.76
WDFD6116 - Bob Wondries Ford Total:		3,162.76
BURG5270 - Burger, Karin		
309661	01/23/2020	
Inv 104679/108636	Refund Security Deposit for WMB 12/19/19	500.00
309661 Total:		500.00
BURG5270 - Burger, Karin Total:		500.00
CALO4011 - CAL OES/CSTI		
309600	01/15/2020	

Check Number	Check Date	Amount
Inv 02.03-02.07.20	Course Registration for Sgt. Louie & Cat	1,640.00
309600 Total:		1,640.00
CALO4011 - CAL OES/CSTI Total:		1,640.00
CANA4011 - California Narcotic Officers' Association		
309601	01/15/2020	
Inv 01.21-01.24.20	Training Class on Jan.14-16.2020	225.00
309601 Total:		225.00
CANA4011 - California Narcotic Officers' Association Total:		225.00
CRCT4011 - Camino Real Chevrolet		
309632	01/16/2020	
Inv 10D95380985	Qty#2 Chevrolet Bolt for Public Works De	61,231.76
309632 Total:		61,231.76
CRCT4011 - Camino Real Chevrolet Total:		61,231.76
CAN0607 - Cantu Graphics		
309662	01/23/2020	
Inv 5699	Business Cards for Robert Joe, Khubesria	98.39
309662 Total:		98.39
CAN0607 - Cantu Graphics Total:		98.39
CRSC2013 - Capital Research & Consulting LLC		
309663	01/23/2020	
Inv 2773	City's 457 Plan Quarterly Payment	2,711.91
309663 Total:		2,711.91
CRSC2013 - Capital Research & Consulting LLC Total:		2,711.91
CAT0700 - Catering Systems Inc.		
309664	01/23/2020	
Inv 5356	Senior Meal Program 12/23/19-12/27/19	1,193.40
Inv 5362	Senior Meal Program 12/30/19-01/03/2020	1,096.20
Inv 5380	Senior Meal Program 01/06-01/10/2020	1,674.00
309664 Total:		3,963.60
CAT0700 - Catering Systems Inc. Total:		3,963.60
CDW5246 - CDW Government Inc		
309665	01/23/2020	

Check Number	Check Date	Amount
Inv WGM2573	Microsoft Surface Pro 3 Year Business Pl	251.67
Inv WKZ9728	2 Crucial 16GB DDR3L	155.84
Inv WLJ2316	2 MS GSA Win Pro SNGL UPG	258.94
309665 Total:		666.45
CDW5246 - CDW Government Inc Total:		666.45
CBSE6010 - Cell Business Equipment		
309666	01/23/2020	
Inv 66079674	Public Works Copier 12/01-12/31/19	264.20
Inv 66475768	Public Works Copier 01/01-01/31/2020	264.20
309666 Total:		528.40
CBSE6010 - Cell Business Equipment Total:		528.40
CHE6010 - Chem Pro Laboratory, Inc.		
309667	01/23/2020	
Inv 654131	Cooling Tower Deep Cleaning for Closed L	422.33
309667 Total:		422.33
CHE6010 - Chem Pro Laboratory, Inc. Total:		422.33
CSPF5011 - City of South Pasadena-FD		
309602	01/15/2020	
Inv 09.28.2019	Reimb. Petty Cash	16.99
Inv 10.02.2019	Reimb. Petty Cash	14.97
Inv 10.04.2019	Reimb. Petty Cash	24.07
Inv 10.05.2019	Reimb. Petty Cash	26.96
Inv 10.10.2019	Reimb. Petty Cash	17.23
Inv 10.13.2019	Reimb. Petty Cash	32.16
Inv 10.20.2019	Reimb. Petty Cash	7.22
Inv 10.22.2019	Reimb. Petty Cash	29.10
Inv 10.25.2019	Reimb. Petty Cash	18.60
Inv 11.02.2019	Reimb. Petty Cash	39.98
Inv 11.05.2019	Reimb. Petty Cash	14.22
Inv 11.17.2019	Reimb. Petty Cash	10.94
Inv 11.28.2019	Reimb. Petty Cash	12.95
Inv 11.29.2019	Reimb. Petty Cash	9.84
Inv 12.04.2019	Reimb. Petty Cash	43.34
Inv 12.05.2019	Reimb. Petty Cash	20.00
Inv 12.12.2019	Reimb. Petty Cash	32.80
Inv 12.17.2019	Reimb. Petty Cash	10.16
Inv 12.29.2019	Reimb. Petty Cash	50.00
309602 Total:		431.53
CSPF5011 - City of South Pasadena-FD Total:		431.53
CHWP2010 - Colantuono,Highsmith & Whatley,PC		

Check Number	Check Date	Amount
309589	01/08/2020	
Inv 40951	General Services	10,067.28
Inv 40952	Case 2	8,161.68
Inv 40953	Labor & Employment	4,064.00
Inv 40954	Misc. Litigation	5,660.01
Inv 40955	Misc. Litigation	5,713.50
Inv 40956	Gardena v. RWQCB	2,064.00
309589 Total:		35,730.47
CHWP2010 - Colantuono,Highsmith & Whatley,PC Total:		35,730.47
CMME4011 - Commline Inc.		
309603	01/15/2020	
Inv 0161054-IN	Installation of new LED Lights into Unit	648.37
Inv 0186465-IN	Visor LED Emergency Lights unit 0219	581.95
309603 Total:		1,230.32
CMME4011 - Commline Inc. Total:		1,230.32
CNLR2920 - Constantino, Lorell		
309668	01/23/2020	
Inv 98768/108637	Refund Security Deposit for WMB	500.00
309668 Total:		500.00
CNLR2920 - Constantino, Lorell Total:		500.00
CRDA1021 - Corodata Records Management		
309604	01/15/2020	
Inv RS4559409	Records Mgmt. Svcs. December 2019	353.63
309604 Total:		353.63
CRDA1021 - Corodata Records Management Total:		353.63
CSAC2012 - CSAC Excess Insurance Authority		
309605	01/15/2020	
Inv 20401053	Cyber Liability Insurance 12-17/07/01/20	634.00
309605 Total:		634.00
309669	01/23/2020	
Inv 20400970	Employee Assistance Program Services - J	1,471.80
309669 Total:		1,471.80
CSAC2012 - CSAC Excess Insurance Authority Total:		2,105.80
DSP0755 - D & S Printing		

Check Number	Check Date	Amount
309670	01/23/2020	
Inv 8620	City Clerk Attestation RubberStamp	49.28
309670 Total:		49.28
DSP0755 - D & S Printing Total:		49.28
DEL4000 - Dell Marketing L.P.		
309671	01/23/2020	
Inv 10364509824	Dell 22 In Monitor for Garrett Crawford	317.97
309671 Total:		317.97
DEL4000 - Dell Marketing L.P. Total:		317.97
DEL0771 - Delta Dental		
309633	01/16/2020	
Inv BE003729893	Dental Ins. January 2020	11,241.45
309633 Total:		11,241.45
DEL0771 - Delta Dental Total:		11,241.45
DIR2013 - Dept. of Industrial Relations		
309672	01/23/2020	
Inv OSIP 67017	Payment for Assessment Fee FY1920 - Self	1,997.45
309672 Total:		1,997.45
DIR2013 - Dept. of Industrial Relations Total:		1,997.45
DIG0800 - Digital Telecommunications Corp		
309606	01/15/2020	
Inv 36938	IT Phones - Source Contract 109137	285.00
Inv 37120	IT Phones - February 1st to 29th	900.00
309606 Total:		1,185.00
DIG0800 - Digital Telecommunications Corp Total:		1,185.00
DTV5012 - DIRECTV		
309607	01/15/2020	
Inv 37037156158	EOC Disaster Preparedness Communication	88.90
309607 Total:		88.90
DTV5012 - DIRECTV Total:		88.90
DDL8010 - Dr. Detail Ph.D		
309673	01/23/2020	

Check Number	Check Date	Amount
Inv 2017	Pressure Wash at Mission Meridian Public	400.00
309673	Total:	400.00
DDL8010 - Dr. Detail Ph.D Total:		400.00
EJAS2010 - Emanuels Jones & Associates		
309674	01/23/2020	
Inv F19-12-19	Emmanuel Jones & Associates FPPC Qtr. Fi	75.00
309674	Total:	75.00
EJAS2010 - Emanuels Jones & Associates Total:		75.00
PRFL2010 - Fellers, Paige		
309675	01/23/2020	
Inv 10	Paige Fellers Graphic Design Fee	58.00
309675	Total:	58.00
PRFL2010 - Fellers, Paige Total:		58.00
POWA6711 - Ferguson Enterprises LLC # 3325		
309608	01/15/2020	
Inv 0149158	Hose & Fitting Gac Carbob Media Replacem	2,043.82
Inv 0149159	Hose & Fitting Gac Carbob Media Replacem	168.41
309608	Total:	2,212.23
POWA6711 - Ferguson Enterprises LLC # 3325 Total:		2,212.23
FNRT4011 - Forensic Nurse Response Team		
309609	01/15/2020	
Inv 101619	SART Exam - DR-19-2049	1,270.00
309609	Total:	1,270.00
FNRT4011 - Forensic Nurse Response Team Total:		1,270.00
GRAN2032 - Granicus		
309642	01/23/2020	
Inv 107103	Encoding Software & Hardware / Portable	7,899.83
Inv 110864	Encoding Software & Hardware / Portable	1,682.81
Inv 37497	Basic Web Hosting & CMS Upgrade Payments	7,558.00
Inv 37574	Basic Web Hosting & CMS Upgrade Payments	243.10
309642	Total:	17,383.74
GRAN2032 - Granicus Total:		17,383.74

Check Number	Check Date	Amount
HEN6201 - Henry's Towing		
309610	01/15/2020	
Inv 6073	Towing for Prius 103 - Scott's Automotiv	60.00
309610 Total:		60.00
HEN6201 - Henry's Towing Total:		
		60.00
HRCS2011 - Housing Rights Center		
309611	01/15/2020	
Inv 1	Housing Rights Center: Fair Housing Prog	1,019.26
Inv 3	Housing Rights Center: Fair Housing Prog	931.06
Inv 4	Housing Rights Center: Fair Housing Prog	842.91
309611 Total:		2,793.23
HRCS2011 - Housing Rights Center Total:		
		2,793.23
ICPS8060 - ICMA		
309676	01/23/2020	
Inv 842311063-00001	Maria Ayala ICMA Membership Dues	150.00
309676 Total:		150.00
ICPS8060 - ICMA Total:		
		150.00
LXNX4010 - LexisNexis Claims Solutions Inc,		
309592	01/14/2020	
Inv C10021520191031	Annual Support Fee for 10/01/19-09/30/20	6,381.41
309592 Total:		6,381.41
LXNX4010 - LexisNexis Claims Solutions Inc, Total:		
		6,381.41
LCW7456 - Liebert Cassidy Whimore		
309677	01/23/2020	
Inv 1490117	Personnel Matters - 11/2019	3,062.00
Inv 1490118	Personnel Matters - 11/2019	1,102.00
Inv 1490119	Personnel Matters - 11/2019	494.00
Inv 1490120	Personnel Matters - 11/2019	836.00
Inv 1490121	Personnel Matters - 11/2019	3,692.00
309677 Total:		9,186.00
LCW7456 - Liebert Cassidy Whimore Total:		
		9,186.00
LVRK4011 - LOVARC		
309612	01/15/2020	
Inv 02.03-02.07.20	Course Registration Meals forSgt. Louie	85.00
309612 Total:		85.00

Check Number	Check Date	Amount
LVRK4011 - LOVARC Total:		85.00
MCOA8030 - M Coach		
309613	01/15/2020	
Inv 442-1542	Motor Coach for Senior CenterDestinatio	682.50
309613 Total:		682.50
MCOA8030 - M Coach Total:		682.50
SCML5010 - McLellan, Scott		
309678	01/23/2020	
Inv 01.05.2020	Reimb. for purchase of Fire Equipm.	168.08
309678 Total:		168.08
SCML5010 - McLellan, Scott Total:		168.08
NGSI6010 - Natural Gas Systems Inc.		
309679	01/23/2020	
Inv 11166	Reimb. Natural Gas for special order 3-P	245.37
309679 Total:		245.37
NGSI6010 - Natural Gas Systems Inc. Total:		245.37
PEG4590 - NUFIC		
309634	01/16/2020	
Inv P/R/E 01/05/20	A.D.D. Ins. Voluntary - December 2019	1,011.30
309634 Total:		1,011.30
PEG4590 - NUFIC Total:		1,011.30
NGJH5011 - Nugent, John		
309614	01/15/2020	
Inv 01.06.2020	Reimb. for Fire Department Supplies	35.03
Inv 01.07.2020	Reimb. for Fire Department Supplies	10.94
309614 Total:		45.97
NGJH5011 - Nugent, John Total:		45.97
PATC3011 - PayTech		
309680	01/23/2020	
Inv SIN020892	Contract Services for Implementation of	3,212.50
Inv SIN021013	Contract Services for Implementation of	2,850.00
Inv SIN021296	Contract Services for Implementation of	450.00

Check Number	Check Date	Amount
309680 Total:		6,512.50
PATC3011 - PayTech Total:		6,512.50
PSSG4010 - Performance Star Smog		
309615	01/15/2020	
Inv 015630	Prius 103 Smog Test	40.00
309615 Total:		40.00
PSSG4010 - Performance Star Smog Total:		40.00
PBGF8031 - Pitney Bowes Global Fin. Svc LLC		
309681	01/23/2020	
Inv 1014673203	Postage Red Ink # 1014673203	93.06
Inv 3103444690	Semi-Annual Lease # 3103641113	252.84
309681 Total:		345.90
PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total:		345.90
PODV8267 - Podvoll, Candace		
309682	01/23/2020	
Inv December 2019	Instruct Meditation - December 2019	52.00
309682 Total:		52.00
PODV8267 - Podvoll, Candace Total:		52.00
POS5265 - Post Alarm Systems		
309683	01/23/2020	
Inv 1237311	Monthly Monitoring Fee WMB	103.48
309683 Total:		103.48
POS5265 - Post Alarm Systems Total:		103.48
RGGS2013 - Regional Governmental Services		
309684	01/23/2020	
Inv 10537	Consultation Prof. Svcs. fromBobbi Benn	196.50
309684 Total:		196.50
RGGS2013 - Regional Governmental Services Total:		196.50
WMRN8021 - Renter, William		
309616	01/15/2020	
Inv 118611/01	Refund Volunteer for Expense of Bridge P	153.37

Check Number	Check Date	Amount
309616 Total:		153.37
WMRN8021 - Renter, William Total:		153.37
ROTH6010 - Roth Staffing Companies		
309685	01/23/2020	
Inv 13828220	Temporary Staff HR w/e 12/15/2019	787.50
Inv 13831402	Temporary Staff HR w/e 12/22/2019	1,006.25
Inv 13837350	Temporary Staff HR w/e 01/05/2020	240.63
309685 Total:		2,034.38
ROTH6010 - Roth Staffing Companies Total:		2,034.38
RYA4011 - Ryan & Assoc. Public Relations		
309617	01/15/2020	
Inv 01.21-01.24.20	Training Class for Police Clerk 1 Mendez	595.00
309617 Total:		595.00
RYA4011 - Ryan & Assoc. Public Relations Total:		595.00
CHA3010 - S.P.Chamber of Commerce		
309618	01/15/2020	
Inv 7302	Chamber of Commerce 3rd Qtr. Business Im	21,100.00
309618 Total:		21,100.00
309686	01/23/2020	
Inv 7293	Order of 8 Labor Law Posters - Legally R	245.28
309686 Total:		245.28
CHA3010 - S.P.Chamber of Commerce Total:		21,345.28
SOU5230 - S.P.Firefighters L-3657		
309635	01/16/2020	
Inv P/R/E 01/15/20	Union & Association Insurance1/2020	2,908.60
309635 Total:		2,908.60
309643	01/23/2020	
Inv P/R/E/ 01/05/20	2nd Half of Partial Payment Union / Assn	2,218.36
309643 Total:		2,218.36
SOU5230 - S.P.Firefighters L-3657 Total:		5,126.96
SOU5435 - S.P.P. O. A.		
309636	01/16/2020	

Check Number	Check Date	Amount
Inv P/R/E 01/05/20	Union & Association Dues 01/2020	4,659.48
309636 Total:		4,659.48
SOU5435 - S.P.P. O. A. Total:		4,659.48
SOU5451 - S.P.Public Srvc Empl. Ass'n		
309637	01/16/2020	
Inv P/R/E 01/05/20	Assn. Dues 01/2020	1,290.00
309637 Total:		1,290.00
SOU5451 - S.P.Public Srvc Empl. Ass'n Total:		1,290.00
SAN4958 - San Marino Security System		
309687	01/23/2020	
Inv R12414	WMB, Eddie Park House, GP YouthHouse Qua	1,242.00
Inv R14824	Annual Security System Monitoring Commun	708.00
309687 Total:		1,950.00
SAN4958 - San Marino Security System Total:		1,950.00
SCF1400 - SC Fuels		
309688	01/23/2020	
Inv 1532359-IN	Unleaded Fuel for Service Yard	6,828.92
309688 Total:		6,828.92
SCF1400 - SC Fuels Total:		6,828.92
SCAT6710 - Scott's Automotive		
309619	01/15/2020	
Inv 14766	Prius 103 Replacement Battery	330.27
309619 Total:		330.27
SCAT6710 - Scott's Automotive Total:		330.27
SDSI0107 - Security Design Systems, Inc.		
309620	01/15/2020	
Inv 225834	Camera Maint. Software, and Service	456.26
Inv 225835	Camera Maint. Software, and Service	904.00
Inv 225836	Camera Maint. Software, and Service	1,739.68
Inv 225837	Camera Maint. Software, and Service	240.00
309620 Total:		3,339.94
SDSI0107 - Security Design Systems, Inc. Total:		3,339.94

Check Number	Check Date	Amount
SCOT8300 - So Cal Office Technologies		
309689	01/23/2020	
Inv IN1351666	Citywide Copier Charges Account # CO72:2	4,141.49
309689 Total:		4,141.49
SCOT8300 - So Cal Office Technologies Total:		4,141.49
SOU6666 - So. CA Edison Co.		
309590	01/08/2020	
Inv 3-000-5677-90	10/28-11/26/19	2,832.36
Inv 3-000-5950-21	10/28-11/26/19	23.91
Inv 3-000-5950-22	10/28-11/26/19	126.46
Inv 3-000-7125-63	10/28-11/26/19	9.86
Inv 3-000-7125-66	10/28-11/26/19	19.30
Inv 3-000-7152-57	10/28-11/26/19	9.57
Inv 3-000-8455-69	10/28-11/26/19	36.30
Inv 3-000-9969-52	10/28-11/26/19	10.56
Inv 3-001-1810-93	10/28-11/26/19	31.00
Inv 3-001-1810-94	10/28-11/26/19	18.96
Inv 3-001-1810-98	10/28-11/26/19	30,969.07
Inv 3-001-1811-29	10/28-11/26/19	2,869.95
Inv 3-001-1811-44	10/28-11/26/19	384.06
Inv 3-001-1811-45	10/28-11/26/19	52.96
Inv 3-001-1811-48	10/28-11/26/19	27.64
Inv 3-001-1811-56	10/28-11/26/19	39.55
Inv 3-001-1811-58	10/28-11/26/19	29.24
Inv 3-001-1811-59	10/28-11/26/19	27.10
Inv 3-001-1811-63	10/28-11/26/19	9.95
Inv 3-001-1811-67	10/28-11/26/19	27.26
Inv 3-001-1811-68	10/28-11/26/19	68.69
Inv 3-001-1811-69	10/28-11/26/19	21.66
Inv 3-001-1811-75	10/28-11/26/19	48.19
Inv 3-001-1811-76	10/28-11/26/19	31.37
Inv 3-001-1811-77	10/28-11/26/19	26.09
Inv 3-001-1811-79	10/28-11/26/19	27.64
Inv 3-001-1811-80	10/28-11/26/19	25.71
Inv 3-001-1811-86	10/28-11/26/19	9.95
Inv 3-001-1811-87	10/28-11/26/19	14.53
Inv 3-001-1811-89	10/28-11/26/19	29.24
Inv 3-001-1811-90	10/28-11/26/19	27.84
Inv 3-001-1811-91	10/28-11/26/19	44.21
Inv 3-001-1811-92	10/28-11/26/19	12.70
Inv 3-001-1811-93	10/28-11/26/19	33.65
Inv 3-001-1811-95	10/28-11/26/19	10.77
Inv 3-001-1811-98	10/28-11/26/19	12.56
Inv 3-001-1812-06	10/28-11/26/19	20.52
Inv 3-001-1812-07	10/28-11/26/19	12.33
Inv 3-001-1812-08	10/28-11/26/19	38.85
Inv 3-001-1812-09	10/28-11/26/19	265.47
Inv 3-001-1812-10	10/28-11/26/19	43.35
Inv 3-001-1812-11	10/28-11/26/19	22.68
Inv 3-001-1812-12	10/28-11/26/19	14.05
Inv 3-001-1812-25	10/28-11/26/19	9.71

Check Number	Check Date	Amount
Inv 3-001-1812-26	10/28-11/26/19	370.47
Inv 3-001-1812-27	10/28-11/26/19	31.22
Inv 3-001-1812-31	10/28-11/26/19	23.22
Inv 3-001-1812-32	10/28-11/26/19	12.83
Inv 3-001-1812-35	10/28-11/26/19	13.83
Inv 3-001-1812-36	10/28-11/26/19	32.64
Inv 3-001-1812-38	10/28-11/26/19	10.86
Inv 3-001-1812-39	10/28-11/26/19	35.33
Inv 3-001-9413-97	10/28-11/26/19	1,831.78
Inv 3-002-4372-43	10/28-11/26/19	36.72
Inv 3-002-4472-77	11/22-12/24/19	893.47
Inv 3-002-4472-78	11/22-12/24/19	399.52
Inv 3-002-4473-12	10/28-11/26/19	9.95
Inv 3-003-7341-83	10/28-11/26/19	10.80
Inv 3-004-3214-58	10/28-11/26/19	17.16
Inv 3-004-4562-56	10/28-11/26/19	32.78
Inv 3-011-4089-57	11/22-12/24/19	34.52
Inv 3-016-0678-82	10/28-11/26/19	48.21
Inv 3-022-6051-15	10/28-11/26/19	45.99
Inv 3-022-6897-57	10/28-11/26/19	10.79
Inv 3-022-6897-72	11/22-12/24/19	20.65
Inv 3-022-6897-89	10/28-11/26/19	10.10
Inv 3-022-6897-99	10/28-11/26/19	10.31
Inv 3-022-6898-05	10/28-11/26/19	9.89
Inv 3-022-6898-17	10/28-11/26/19	10.32
Inv 3-023-6580-86	10/22-11/24/19	33.59
Inv 3-023-7462-29	10/22-11/24/19	247.86
Inv 3-023-7844-31	10/22-11/24/19	21.63
Inv 3-023-8283-79	10/22-11/24/19	27.30
Inv 3-026-3223-65	11/22-12/24/19	13.84
Inv 3-028-7013-82	11/22-12/24/19	35.56
Inv 3-028-7594-32	11/22-12/24/19	1,119.44
Inv 3-029-2458-05	11/25-12/26/19	28.57
Inv 3-032-0513-93	11/22-12/24/19	28.71
Inv 3-032-2521-62	11/22-12/24/19	27.78
Inv 3-032-4192-98	11/22-12/24/19	27.25
Inv 3-033-3452-62	11/22-12/24/19	157.66
Inv 3-035-6502-21	11/22-12/24/19	391.43
Inv 3-037-6075-39	11/22-12/24/19	27.18
Inv 3-045-8045-41	11/22-12/24/19	10.70
Inv 3-046-7147-27	10/28-11/26/19	1,594.61
Inv 3-048-3503-18	10/28-11/26/19	0.22
Inv 3-048-3503-31	10/28-11/26/19	10.51
Inv 3-048-3504-12	10/28-11/26/19	0.43
Inv 3-048-3504-73	10/28-11/26/19	8.07
Inv 3-048-3504-98	11/22-12/24/19	619.94
Inv 3-048-3505-86	10/28-11/26/19	6.31
Inv 3-048-3506-21	10/28-11/26/19	4.09
Inv 3-048-3506-72	10/28-11/26/19	7.72
Inv 3-048-3507-28	10/28-11/26/19	11.13
Inv 3-048-3508-41	11/22-12/24/19	22.49
Inv 3-048-3508-62	11/22-12/24/19	0.57
Inv 3-048-3508-76	11/22-12/24/19	614.28
Inv 3-048-3509-87	11/22-12/24/19	3.57
Inv 3-048-3512-00	11/22-12/24/19	186.61

Check Number	Check Date	Amount
Inv 3-048-3515-02	10/28-11/26/19	0.19
Inv 3-048-3515-19	10/28-11/26/19	26.34
Inv 3-048-3515-96	10/28-11/26/19	12.71
Inv 3-048-3518-15	10/28-11/26/19	0.17
Inv 3-048-3518-27	11/22-12/24/19	1.69
Inv 3-048-3520-99	10/28-11/26/19	138.65
Inv 3-048-3524-22	10/28-11/26/19	22.56
Inv 3-048-3528-66	10/28-11/26/19	16.98
Inv 3-048-3529-42	10/28-11/26/19	23.15
Inv 3-048-3530-52	10/28-11/26/19	0.42
Inv 3-048-3534-21	11/22-12/24/19	18.01
Inv 3-048-3587-38	11/22-12/24/19	3.73
Inv 3-048-3587-48	10/28-11/26/19	8.30
Inv 3-048-3587-62	10/28-11/26/19	0.70
Inv 3-048-3593-95	10/28-11/26/19	17.34
Inv 3-048-3593-98	10/28-11/26/19	16.14
Inv 3-048-3594-16	11/22-12/24/19	18.35
Inv 3-048-3594-36	10/28-11/26/19	3.83
Inv 3-048-3599-01	10/28-11/26/19	2,241.98
Inv 3-048-3599-58	11/22-12/24/19	16.64
Inv 3-048-3599-97	10/28-11/26/19	31.51
Inv 3-048-3600-65	10/28-11/26/19	19.51
Inv 3-048-3601-53	10/28-11/26/19	1,328.37
Inv 3-048-3608-21	10/28-11/26/19	1,079.70
Inv 3-048-3659-74	10/28-11/26/19	118.53
Inv 3-048-3662-71	10/28-11/26/19	15.98
Inv 3-048-3664-38	10/28-11/26/19	0.31
Inv 3-048-3670-65	10/28-11/26/19	0.21
Inv 3-048-3735-77	10/28-11/26/19	13.90
Inv 3-048-3736-11	10/28-11/26/19	19.83
Inv 3-048-3750-12	10/28-11/26/19	0.84
Inv 3-048-3807-64	10/28-11/26/19	18.04
Inv 3-048-3810-70	10/28-11/26/19	0.36
Inv 3-048-3817-68	10/28-11/26/19	0.24
Inv 3-048-3819-71	10/28-11/26/19	11.93
Inv 3-048-3823-92	10/28-11/26/19	26.84
Inv 3-048-4948-55	11/22-12/24/19	118.84
Inv 3-048-4954-40	10/28-11/26/19	217.14
Inv 3-048-4960-02	10/28-11/26/19	14.21
Inv 3-048-4960-34	10/28-11/26/19	97.28
Inv 3-048-4961-25	10/28-11/26/19	2.27
Inv 3-048-5123-18	11/22-12/24/19	15.69
Inv 3-048-5123-44	11/22-12/24/19	18.09
Inv 3-048-5125-68	10/28-11/26/19	38.29
Inv 3-048-5125-73	10/28-11/26/19	21.97
Inv 3-048-5126-22	11/22-12/24/19	0.29
Inv 3-048-5127-24	10/28-11/26/19	12.27
Inv 3-048-5129-43	10/28-11/26/19	0.92
Inv 3-048-5129-59	10/28-11/26/19	12.42
Inv 3-048-5131-46	10/28-11/26/19	0.54
Inv 3-048-5131-47	10/28-11/26/19	11.47
Inv 3-048-5132-96	11/22-12/24/19	13.81
Inv 3-048-5135-05	10/28-11/26/19	29.62
Inv 3-048-5135-50	11/22-12/24/19	159.14
Inv 3-048-5135-90	11/22-12/24/19	91.29

Check Number	Check Date	Amount
Inv 3-048-5136-08	10/28-11/26/19	15.83
Inv 3-048-5142-29	10/28-11/26/19	12.74
Inv 3-048-7780-74	10/28-11/26/19	3.37
Inv 3-048-7781-02	10/28-11/26/19	14.20
Inv 3-048-7781-59	10/28-11/26/19	119.61
Inv 3-048-7782-47	10/28-11/26/19	21.09
Inv 3-048-7782-87	10/28-11/26/19	3.37
Inv 3-048-7783-35	10/28-11/26/19	6.74
Inv 3-048-7786-19	10/28-11/26/19	14.20
309590 Total:		54,039.91
309621	01/15/2020	
Inv 3-022-6898-28	11/27/19-12/30/19	10.99
Inv 3-035-3494-19	12/27/19-12/31/19	35.74
Inv 3-048-3675-98	11/26/19-12/27/19	17.79
Inv 3-048-3733-54	11/27/19-12/30/19	0.34
309621 Total:		64.86
309690	01/23/2020	
Inv 3-003-6653-57	4/25/19-5/24/19	2,177.57
Inv 3-008-8091-11	12-01-19-1/01/20	2,518.79
Inv 3-008-8091-12	12-01-19-1/01/20	547.76
Inv 3-008-8091-13	12-01-19-1/01/20	7,476.48
Inv 3-008-8091-14	12-01-19-1/01/20	10.80
Inv 3-008-8091-16	12-05-19-1/06/20	77.91
Inv 3-008-8091-17	12-05-19-1/06/20	33.53
Inv 3-008-8091-18	12-05-19-1/06/20	30.55
Inv 3-008-8091-19	12-05-19-1/06/20	23.64
Inv 3-008-8091-20	12-05-19-1/06/20	38.53
Inv 3-008-8091-21	12-05-19-1/06/20	63.63
Inv 3-008-8091-22	12-05-19-1/06/20	25.92
Inv 3-008-8091-23	12-05-19-1/06/20	45.11
Inv 3-008-8091-24	12-05-19-1/06/20	39.88
Inv 3-008-8436-55	12-05-19-1/06/20	61.86
Inv 3-025-4910-19	12-05-19-1/06/20	72.98
Inv 3-026-6343-40	12-05-19-1/06/20	9.26
Inv 3-045-0630-89	12-01-19-1/01/20	13.61
Inv 3-048-3519-30	5/24/19-6/25/19	2,996.97
Inv 3-048-4151-49	11/04/19-12/05/19	26.00
Inv 3-048-4154-08	11/04/19-12/05/19	34.84
Inv 3-048-4157-19	11/04/19-12/05/19	59.55
Inv 3-048-4158-60	11/04/19-12/05/19	68.24
Inv 3-048-4159-93	11/04/19-12/05/19	61.92
Inv 3-048-4160-78	11/04/19-12/05/19	2.86
Inv 3-048-4160-91	11/04/19-12/05/19	78.24
Inv 3-048-4164-59	11/04/19-12/05/19	20.78
Inv 3-048-4164-78	11/04/19-12/05/19	28.77
Inv 3-048-4164-93	11/04/19-12/05/19	18.46
Inv 3-048-4168-72	11/04/19-12/05/19	35.97
Inv 3-048-4173-52	11/04/19-12/05/19	41.56
Inv 3-048-7785-04	11/04/19-12/05/19	1.61
Inv 3-048-7785-92	6/01/19-7/01/19	-4,628.57
Inv 3-048-7970-18	6/01/19-7/01/19	3.40

Check Number	Check Date	Amount
309690 Total:		12,118.41
SOU6666 - So. CA Edison Co. Total:		66,223.18
CEAP7000 - South Pasadena Part Time Employees Assn.		
309638	01/16/2020	
Inv P/R/E 1/05/2020	Assn. Dues 1/2020	368.00
309638 Total:		368.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:		368.00
SPRE7011 - South Pasadena Review		
309691	01/23/2020	
Inv A67173	Notice of Public Hearing: 2019 Fire Code	97.50
309691 Total:		97.50
SPRE7011 - South Pasadena Review Total:		97.50
SGMC2013 - St. George's Medical Clinic		
309692	01/23/2020	
Inv 103723.0	Medical Exam Acct # 103723.0	110.00
Inv 123282.0	Medical Exam Acct # 123282.0	175.00
Inv 124850.0	Medical Exam Acct # 124850.0	110.00
Inv 125019.0	Medical Exam Acct # 125019.0	110.00
Inv 125042.0	Medical Exam Acct # 125042.0	175.00
Inv 125145.0	Medical Exam Acct # 125145.0	175.00
309692 Total:		855.00
SGMC2013 - St. George's Medical Clinic Total:		855.00
STA5219 - Staples Business Advantage		
309622	01/15/2020	
Inv 3430738753	Community Services Office Supplies	558.96
Inv 3430738755	Community Services Office Supplies	172.12
Inv 3430806025	Community Services Office Supplies	11.71
Inv 3433012144	Management Services Office Supplies	119.49
Inv 3433546368	Management Services Office Supplies	294.03
Inv 3433619128	Community Services Office Supplies	70.28
Inv 3434025811	Management Services Office Supplies	314.23
Inv 3434025812	Management Services Office Supplies	109.48
Inv 3434025813	Management Services Office Supplies	142.91
Inv 3434187041	Management Services Office Supplies	223.27
Inv 3434713469	Community Services Office Supplies	360.70
309622 Total:		2,377.18
309693	01/23/2020	
Inv 3433371735	Management Services Office Supplies	47.62

Check Number	Check Date	Amount
309693 Total:		47.62
STA5219 - Staples Business Advantage Total:		2,424.80
SUP3041 - Supreme Trophies & Gifts Co		
309623	01/15/2020	
Inv 30508	Awards for Crunch Time / Nameplates for	399.68
309623 Total:		399.68
SUP3041 - Supreme Trophies & Gifts Co Total:		399.68
SOGA6501 - The Gas Company		
309694	01/23/2020	
Inv 196-493-8529 1	CNG for City Vehicles	439.51
309694 Total:		439.51
SOGA6501 - The Gas Company Total:		439.51
HAFR7000 - The Hartford		
309639	01/16/2020	
Inv 089691765995	Life Insurance 01/2020 Inv# 089691765995	911.25
309639 Total:		911.25
HAFR7000 - The Hartford Total:		911.25
TIM4011 - Time Warner Cable		
309624	01/15/2020	
Inv 008 0012005	Account # 8448 30 008 0012005(12/29-01/	16.82
Inv 008 0070193	Account # 8448 30 008 0070193(01/01-01/	78.95
Inv 899 0029763	Account # 8448 20 899 0029763(01/01-01/	268.99
309624 Total:		364.76
309695	01/23/2020	
Inv 008 0224964	Account # 8448 30 008 0224964(01/08-02/	382.85
Inv 008 0251967	Account # 8448 30 008 0251967(12/22-01/	215.29
Inv 008 0269985	Account # 8448 30 008 0269985(12/17-01/	176.26
Inv 008 0311688	Account # 8448 30 008 0311688(01/11-02/	1,223.00
Inv 008 0311704	Account # 8448 30 008 0311704 (1/11/20-	1,223.00
Inv 008 0311712	Account # 8448 30 008 0311712(01/11-02/	1,190.00
Inv 008 0345504	Account # 8448 30 008 0345504(12/21-01/	360.00
Inv 008 0355990	Account # 8448 30 008 0355990(01/02-02/	399.30
Inv 008 0357905	Account # 8448 30 008 0357905(01/05-02/	120.49
309695 Total:		5,290.19
TIM4011 - Time Warner Cable Total:		5,654.95

Check Number	Check Date	Amount
TOM4455 - Tom's Clothing & Uniforms Inc		
309625	01/15/2020	
Inv 14756	Annual P.O. for Uniforms & Accessories f	469.71
Inv 15046	Annual P.O. for Uniforms & Accessories f	484.38
Inv 15182	Annual P.O. for Uniforms & Accessories f	56.94
309625 Total:		1,011.03
TOM4455 - Tom's Clothing & Uniforms Inc Total:		1,011.03
UMPQVONS - UMPQUA Bank		
309644	01/23/2020	
Inv 12.11.2019	2019 Employee Holiday Event Lunch	1,706.47
309644 Total:		1,706.47
UMPQVONS - UMPQUA Bank Total:		1,706.47
UMPQ0685 - UMPQUA Bank		
309645	01/23/2020	
Inv 12.18.19	City Council Meeting Dinner Guss BBQ	188.67
309645 Total:		188.67
309646	01/23/2020	
Inv 12.19.19	Housing Forum Conference for Margaret Li	45.70
309646 Total:		45.70
309647	01/23/2020	
Inv 12.05.2019	BMW Website Renewal	458.00
Inv 12.09.2019	Comm. Services Cleaning Services	342.71
Inv 12.12.2019	Breakfast w / Santa	301.76
Inv 12.16.2019	SC Holiday Cheer Event	582.36
Inv 12.17.2019	SC Holiday Cheer Event	481.13
309647 Total:		2,165.96
309648	01/23/2020	
Inv 12.06.20	Gasoline Motor Officers	16.48
Inv 12.12.20	Gasoline Motor Officers	13.89
Inv 12.16.20	Gasoline Motor Officers	17.44
Inv 12.18.20	Gasoline Motor Officers	18.86
Inv 12.27.20	Gasoline Motor Officers	17.57
309648 Total:		84.24
309649	01/23/2020	
Inv 190805	CA Peach Officers Assn. PD Chief	700.00
309649 Total:		700.00
309650	01/23/2020	

Check Number	Check Date	Amount
Inv 12.04.2019	City Council Meeting Lunch	194.81
Inv 12.05.2019	Toastmasters Meeting Lunch	78.32
Inv 12.18.2019	Planning Department InterviewPanel	126.73
309650 Total:		399.86
309651	01/23/2020	
Inv 12.12.19	Fire Department Uniform Clothing	1,175.41
309651 Total:		1,175.41
UMPQVTCF - UMPQUA Bank Total:		4,759.84
POR4707 - United Site Services, Inc.		
309626	01/15/2020	
Inv 114-9560075	Portable Toilet for Skate Park 12/03-12/	318.67
309626 Total:		318.67
POR4707 - United Site Services, Inc. Total:		318.67
VABS8010 - Ventura Business Systems Inc.		
309627	01/15/2020	
Inv 13954	Renewal of EnvisionWare Suiteand Maint.	759.00
309627 Total:		759.00
VABS8010 - Ventura Business Systems Inc. Total:		759.00
VEBU3010 - Verizon Business Svcs, MCI Comm Service		
309696	01/23/2020	
Inv 71331925	Verizon Customer ID # SV193519	24.33
309696 Total:		24.33
VEBU3010 - Verizon Business Svcs, MCI Comm Service Total:		24.33
VERW6711 - Verizon Wireless		
309628	01/15/2020	
Inv 9845078790	Account # 270619951-0004 (11/27-12/26/19)	502.96
309628 Total:		502.96
309697	01/23/2020	
Inv 9844895389	Account # 571839627-00001	32.06
Inv 9845078789	Account # 270619951-00002	537.51
309697 Total:		569.57
VERW6711 - Verizon Wireless Total:		1,072.53

Check Number	Check Date	Amount
WLHD8020 - Westlake Hardware		
309629	01/15/2020	
Inv 14300497	City Hardware Supplies	134.17
Inv 14300516	City Hardware Supplies	15.59
Inv 14300523	City Hardware Supplies	13.13
Inv 14300525	City Hardware Supplies	16.13
309629 Total:		179.02
WLHD8020 - Westlake Hardware Total:		179.02
WIL5896 - Willdan Associates		
309630	01/15/2020	
Inv 00221864	On-Call Consultant for Code Enforcement	3,640.00
309630 Total:		3,640.00
WIL5896 - Willdan Associates Total:		3,640.00
XXRF5010 - Xerox Financial Svcs		
309591	01/08/2020	
Inv 1852091	Citywide Copier Lease PaymentNovember	4,169.53
Inv 1897500	Citywide Copier Lease PaymentDecember	4,169.53
309591 Total:		8,339.06
309631	01/15/2020	
Inv 1904086	Garfield Copier Lease Payment10-06-01/0	881.94
309631 Total:		881.94
309698	01/23/2020	
Inv 1864411	Garfield Plant Copier Lease Payment 10/0	608.77
309698 Total:		608.77
XXRF5010 - Xerox Financial Svcs Total:		9,829.77
Total:		448,094.47

ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: ealvarez
Printed: 01/29/2020 - 11:23AM



Check Number	Check Date		Amount
ADA0143 - Adamson Police Products			
309699	02/05/2020		
	Inv INV311721	3 - 800 Lumen LED Weapon Lights	384.67
309699 Total:			384.67
ADA0143 - Adamson Police Products Total:			384.67
ALL0197 - All Star Fire Equipment, Inc.			
309700	02/05/2020		
	Inv 220845	Annual P.O. for Safety Clothing / Expens	305.94
309700 Total:			305.94
ALL0197 - All Star Fire Equipment, Inc. Total:			305.94
AMAF2920 - Alsarraf, Amin			
309701	02/05/2020		
	Inv 108347	Refund for client due to cancelled class	50.00
309701 Total:			50.00
AMAF2920 - Alsarraf, Amin Total:			50.00
AMST8020 - Armstrong Lock & Safe			
309702	02/05/2020		
	Inv 64430	Duplication of Vehicle Keys and Office K	24.80
	Inv 64449	Duplication of Vehicle Keys and Office K	59.53
	Inv 7037	Replace Safe Keys in Armory	350.00
309702 Total:			434.33
AMST8020 - Armstrong Lock & Safe Total:			434.33
BAK0369 - Baker & Taylor Books			
309703	02/05/2020		
	Inv 2034911940	Purchase of Books & Library Materials	59.17
	Inv 2034922405	Purchase of Books & Library Materials	439.95
	Inv 2034930180	Purchase of Books & Library Materials	759.67
	Inv 2034931241	Purchase of Books & Library Materials	35.14
	Inv 2034933016	Purchase of Books & Library Materials	106.52
	Inv 2034948050	Purchase of Books & Library Materials	1,012.54

Check Number	Check Date		Amount
Inv 2034963266		Purchase of Books & Library Materials	488.53
Inv 2034975141		Purchase of Books & Library Materials	765.61
Inv 2034987350		Purchase of Books & Library Materials	230.15
Inv 2034996651		Purchase of Books & Library Materials	204.72
Inv 2034997868		Purchase of Books & Library Materials	35.27
Inv 2035005267		Purchase of Books & Library Materials	21.67
Inv 2035007053		Purchase of Books & Library Materials	36.04
Inv 2035010194		Purchase of Books & Library Materials	396.35
Inv 2035019000		Purchase of Books & Library Materials	263.91
Inv 2035019066		Purchase of Books & Library Materials	69.23
Inv 2035019923		Purchase of Books & Library Materials	97.02
Inv 2035026337		Purchase of Books & Library Materials	459.28
Inv 2035036027		Purchase of Books & Library Materials	9.17
309703 Total:			5,489.94
BAK0369 - Baker & Taylor Books Total:			5,489.94
BAK0366 - Baker & Taylor Entertainment			
309704	02/05/2020		
Inv H42141940		Purchase of CD's and DVD's & Library Mat	88.65
Inv H42142140		Purchase of CD's and DVD's & Library Mat	28.73
Inv H42157990		Purchase of CD's and DVD's & Library Mat	24.63
Inv H42215430		Purchase of CD's and DVD's & Library Mat	23.48
Inv H42259420		Purchase of CD's and DVD's & Library Mat	60.76
Inv H42329470		Purchase of CD's and DVD's & Library Mat	32.85
Inv H42369480		Purchase of CD's and DVD's & Library Mat	51.69
Inv H42558490		Purchase of CD's and DVD's & Library Mat	168.29
Inv H42558510		Purchase of CD's and DVD's & Library Mat	69.70
Inv H42594380		Purchase of CD's and DVD's & Library Mat	101.28
Inv H42690640		Purchase of CD's and DVD's & Library Mat	69.76
Inv H42709860		Purchase of CD's and DVD's & Library Mat	18.87
Inv H42709910		Purchase of CD's and DVD's & Library Mat	104.28
309704 Total:			842.97
BAK0366 - Baker & Taylor Entertainment Total:			842.97
BJRN5270 - Banerjee, Ronnie			
309705	02/05/2020		
Inv 108064/108489		Full Refund for Class (Sign, Say, Play)	85.00
309705 Total:			85.00
BJRN5270 - Banerjee, Ronnie Total:			85.00
BSHL6710 - Base Hill, Inc., dba Jan Point			
309706	02/05/2020		
Inv 17795		CityWide Janitorial Services (Day Porter)	12,444.04
Inv 17921		CityWide Janitorial Services (Day Porter)	12,444.04
309706 Total:			24,888.08

Check Number	Check Date	Amount
BSHL6710 - Base Hill, Inc., dba Jan Point Total:		24,888.08
BLIRC401 - Black Iron Rubber Company		
309707	02/05/2020	
Inv 4566	Flip Lok 2'x24"x24"	1,795.00
309707 Total:		1,795.00
BLIRC401 - Black Iron Rubber Company Total:		1,795.00
WDFD6116 - Bob Wondries Ford		
309708	02/05/2020	
Inv 597262	Replace Left Side Head Light Bulb Unit #	126.70
309708 Total:		126.70
WDFD6116 - Bob Wondries Ford Total:		126.70
CAL6695 - CA American Water Co.		
309709	02/05/2020	
Inv 101521002151021	Water Purchase for Wilson Well # 2	22.87
Inv 101521002151102	Water Purchase for Pasadena Pressure Zon	11.43
309709 Total:		34.30
CAL6695 - CA American Water Co. Total:		34.30
DEP5072 - CA Dept of Transportation		
309710	02/05/2020	
Inv SL200038	Shared Cost with CalTrans Traffic Signal	3,006.45
309710 Total:		3,006.45
DEP5072 - CA Dept of Transportation Total:		3,006.45
CAL5236 - CA Linen Services		
309711	02/05/2020	
Inv 1736859	Department Supplies - Linens for fire	99.36
Inv 1738999	Department Supplies - Linens for fire	105.48
Inv 1741125	Department Supplies - Linens for fire	94.82
Inv 1743825	Department Supplies - Linens for fire	96.90
309711 Total:		396.56
CAL5236 - CA Linen Services Total:		396.56
CAME2015 - CA Maintenance & Environmental		
309712	02/05/2020	
Inv 31826	Monthly Underground Maint. Storage Tank	125.00
Inv 31827	Monthly Underground Maint. Storage Tank	125.00

Check Number	Check Date	Amount
309712 Total:		250.00
CAME2015 - CA Maintenance & Environmental Total:		250.00
CAL8012 - Califa Group		
309713	02/05/2020	
Inv 3055	Digital Resources: Renewal ofLibrary Su	3,416.00
309713 Total:		3,416.00
CAL8012 - Califa Group Total:		3,416.00
CAN0607 - Cantu Graphics		
309714	02/05/2020	
Inv 5684	Printing / Duplication	49.22
Inv 5702	Business cards for Corporal Randy Wise	49.22
Inv 5704	FD Supplies: Training Maps	36.68
Inv 5707	PW Business Cards for GarrettCrawford &	65.59
309714 Total:		200.71
CAN0607 - Cantu Graphics Total:		200.71
CWNC2501 - Carl Warren & Company		
309715	02/05/2020	
Inv 1895416-1895432	Liability Claims Admin Fees -12/2019	406.75
309715 Total:		406.75
CWNC2501 - Carl Warren & Company Total:		406.75
CHE6010 - Chem Pro Laboratory, Inc.		
309716	02/05/2020	
Inv 57300	Cooling Tower Cleaning Service for Septe	422.33
Inv 657235	Cooling Tower Cleaning Service for Decem	164.00
309716 Total:		586.33
CHE6010 - Chem Pro Laboratory, Inc. Total:		586.33
CR2011 - Circlepoint		
309717	02/05/2020	
Inv 1910031	Contract Services for (CirclePoint)	4,041.39
309717 Total:		4,041.39
CR2011 - Circlepoint Total:		4,041.39
ALH4011 - City of Alhambra		

Check Number	Check Date	Amount
309718	02/05/2020	
Inv SoPas09/19	Inmate Housing - 09/19	3,354.00
Inv SoPas11/19	Inmate Housing - 11/19	2,924.00
309718 Total:		6,278.00
ALH4011 - City of Alhambra Total:		6,278.00
GLE2563 - City of Glendale		
309719	02/05/2020	
Inv 627	I-C-I System Roamer Fee for Jan-March 20	1,275.00
Inv 638	Semi-Annual Verdugo Fire Dispatch Fee	66,843.50
309719 Total:		68,118.50
GLE2563 - City of Glendale Total:		68,118.50
PAS4012 - City of Pasadena		
309720	02/05/2020	
Inv 30010274	Svcs. Provided by Pasadena Police Forens	270.65
309720 Total:		270.65
PAS4012 - City of Pasadena Total:		270.65
CMME4011 - Commline Inc.		
309721	02/05/2020	
Inv 0187713-IN	Installation of New Power Supply PD Disp	101.78
309721 Total:		101.78
CMME4011 - Commline Inc. Total:		101.78
CONN6711 - Conney Safety		
309722	02/05/2020	
Inv 05798010	Protective Equipment for Water Distribut	49.28
309722 Total:		49.28
CONN6711 - Conney Safety Total:		49.28
CORE6011 - CoreLogic Information Solutions, Inc.		
309723	02/05/2020	
Inv 81997284	LACO Property Information Database	300.00
309723 Total:		300.00
CORE6011 - CoreLogic Information Solutions, Inc. Total:		300.00
DPHL6710 - County of Los Angeles		

Check Number	Check Date	Amount
309724	02/05/2020	
Inv AR0242836	FY19-20 Cross Connection Program adminst	1,702.00
Inv AR0263493	FY19-20 Cross Connection Program adminst	37.00
Inv AR0263494	FY19-20 Cross Connection Program adminst	444.00
Inv AR0263495	FY19-20 Cross Connection Program adminst	37.00
Inv AR0263497	FY19-20 Cross Connection Program adminst	37.00
Inv AR0263498	FY19-20 Cross Connection Program adminst	37.00
309724 Total:		2,294.00
309725	02/05/2020	
Inv 0797N	2 Inspections - Certificate	100.00
309725 Total:		100.00
LOS2249 - County of Los Angeles Total:		2,394.00
DSP0755 - D & S Printing		
309726	02/05/2020	
Inv 8605	Citation Book Police Department	3,449.25
Inv 8611	Printing & Duplication January / Februar	410.63
309726 Total:		3,859.88
DSP0755 - D & S Printing Total:		3,859.88
DEM0777 - Demco		
309727	02/05/2020	
Inv 6745338	Special Department Expense	228.66
309727 Total:		228.66
DEM0777 - Demco Total:		228.66
DOJ4011 - Dept of Justice		
309728	02/05/2020	
Inv 402758	Fingerprint Apps for month ofAugust, No	870.00
Inv 421658	Fingerprint Apps for month ofAugust, No	260.00
Inv 427348	Fingerprint Apps for month ofAugust, No	288.00
309728 Total:		1,418.00
DOJ4011 - Dept of Justice Total:		1,418.00
DIG0800 - Digital Telecommunications Corp		
309729	02/05/2020	
Inv 37251	Relocation of PD Clerk Phone Number	225.00
309729 Total:		225.00
DIG0800 - Digital Telecommunications Corp Total:		225.00

Check Number	Check Date	Amount
DDL8010 - Dr. Detail Ph.D		
309730	02/05/2020	
Inv 2019 Fleet Cleaning for Transit Vans # 75,77-		250.00
309730 Total:		250.00
DDL8010 - Dr. Detail Ph.D Total:		250.00
MDPT5270 - Du Petit Thouars, Marie		
309731	02/05/2020	
Inv 105821/108350 Refund Client due to Cancelled Class (So		50.00
309731 Total:		50.00
MDPT5270 - Du Petit Thouars, Marie Total:		50.00
EMPI5011 - Empire Cleaning Supply		
309732	02/05/2020	
Inv 1153502 Annual PO for Department Cleaning Suppli		607.03
Inv 1153502-1 Annual PO for Department Cleaning Suppli		126.68
309732 Total:		733.71
EMPI5011 - Empire Cleaning Supply Total:		733.71
ARMS4011 - End2End		
309733	02/05/2020	
Inv 1900504 Computer Aided Dispatch & Report Managem		9,750.00
309733 Total:		9,750.00
ARMS4011 - End2End Total:		9,750.00
ENT5426 - Entenmann-Rovin		
309734	02/05/2020	
Inv 0145395-IN Order of 1 Deputy Chief Uniform Badge &		272.83
Inv 0148134-IN Qty # 1 Corporal Uniform & Bage & Qty #		413.45
Inv 0148235-IN Order Qty # 2 Police Assistance Badges		344.19
309734 Total:		1,030.47
ENT5426 - Entenmann-Rovin Total:		1,030.47
EURO6710 - Eurofins Eaton Analytical		
309735	02/05/2020	
Inv L0486047 Water Quality Laboratory Testing Service		300.00
Inv L0489583 Water Quality Laboratory Testing Service		450.00
309735 Total:		750.00

Check Number	Check Date	Amount
EURO6710 - Eurofins Eaton Analytical Total:		750.00
EWEM6010 - Ewing Irrigation El Monte		
309736	02/05/2020	
Inv 8849059	Value Box Supplies for ArroyoPark 12/17	148.81
Inv 8849060	Value Box Supplies for ArroyoPark 12/17	57.16
309736 Total:		205.97
EWEM6010 - Ewing Irrigation El Monte Total:		205.97
FFCA8060 - Foothill Fire Chiefs Association		
309737	02/05/2020	
Inv 2020	Annual Membership Due for 2020	150.00
309737 Total:		150.00
FFCA8060 - Foothill Fire Chiefs Association Total:		150.00
GALS5010 - Galls		
309738	02/05/2020	
Inv 014453808	Department Expense - Safety Clothing/Equ	151.71
Inv 014519897	Department Expense - Safety Clothing/Equ	151.71
Inv 014586699	Department Supplies - Justin Miller	69.53
Inv 014590270	Department Supplies - John Papdakis	16.77
Inv 014590271	Department Supplies - JustineMiller	16.77
Inv 014646194	Department Expense - Safety Clothing/Equ	303.42
Inv 014646295	Department Expense - Safety Clothing/Equ	151.71
Inv 014672567	Department Expense - Uniform J Papadakis	399.72
Inv 014683816	Department Expense - Uniform J Miller	324.72
309738 Total:		1,586.06
GALS5010 - Galls Total:		1,586.06
GALL5011 - Galls, LLC		
309739	02/05/2020	
Inv 014687277	Safety Clothing & Equipment: Fire Reflec	555.64
Inv 014694986	5.11 Performance Polo Embroidery; Police	81.88
309739 Total:		637.52
GALL5011 - Galls, LLC Total:		637.52
GAR5011 - Garvey Equipment Co		
309740	02/05/2020	
Inv 125047	FY19-20 Street Maint. Tree Equipment	425.83
309740 Total:		425.83

Check Number	Check Date	Amount
GAR5011 - Garvey Equipment Co Total:		425.83
THR5910 - George L.Throop Co.		
309741	02/05/2020	
Inv 2804	Sidewalk Repair - 1100 Brent Ave.	805.35
Inv 2836	Sidewalk Repair for Oak & Garfield Avenu	474.63
Inv 2897	Curb / Gutter Repair - Adeline St.	450.62
309741 Total:		1,730.60
THR5910 - George L.Throop Co. Total:		1,730.60
GPPT9090 - Gopher Patrol		
309742	02/05/2020	
Inv 384436	Gopher Patrol / Abatement - December 201	250.00
Inv 384437	Gopher Patrol / Abatement Arroyo Park 12	250.00
Inv 388785	Gopher Patrol / Abatement - January 2020	250.00
Inv 389072	Gopher Patrol / Abatement - January 2020	95.00
309742 Total:		845.00
GPPT9090 - Gopher Patrol Total:		845.00
HHA5011 - H & H Auto Parts Wholesale		
309743	02/05/2020	
Inv 11N0322480	Vehicle Maintenance Oil Absorbant	47.63
309743 Total:		47.63
HHA5011 - H & H Auto Parts Wholesale Total:		47.63
HRBR2927 - Harbers, Kristen		
309744	02/05/2020	
Inv 01.26.2020	Refund of Liquor Liability Premium for R	60.00
309744 Total:		60.00
HRBR2927 - Harbers, Kristen Total:		60.00
HRAS6201 - Harris & Associates		
309745	02/05/2020	
Inv 41619	Professional Services for Annual Admin.	1,480.00
309745 Total:		1,480.00
HRAS6201 - Harris & Associates Total:		1,480.00
DOHE8032 - Heselbarth, Donna J.		
309746	02/05/2020	
Inv T0120-02	Rebate HET: T0120-02	100.00

Check Number	Check Date	Amount
309746 Total:		100.00
DOHE8032 - Heselbarth, Donna J. Total:		100.00
HRMN6713 - Horstmann, Elizabeth		
309747	02/05/2020	
Inv T0120-01	Residential Rebate HET: T0120-01	200.00
309747 Total:		200.00
HRMN6713 - Horstmann, Elizabeth Total:		200.00
HMLLR527 - Hummel, Lauren		
309748	02/05/2020	
Inv 107889/108640	Refund Client due to Cancelled Class (Si	85.00
309748 Total:		85.00
HMLLR527 - Hummel, Lauren Total:		85.00
INEL5011 - Industrial Electric Commercial Parts & Services		
309749	02/05/2020	
Inv 0029321	Building Maintenance: Repair on 2 Ovens	626.50
309749 Total:		626.50
INEL5011 - Industrial Electric Commercial Parts & Services Total:		626.50
JSAR4011 - Jack's Auto Repair		
309750	02/05/2020	
Inv 16,533	PD Annual Vehicle Maint. Unit# 1201	1,269.86
Inv 16,543	PD Annual Vehicle Maint. Unit1404	67.12
Inv 16,546	PD Annual Vehicle Maint. Unit0213	300.93
Inv 16,548	45 Day Inspection for Vehicle75	55.00
Inv 16,549	PD Annual Vehicle Maint. Purchase Order	67.12
Inv 16,555	PD Annual Vehicle Maint. Unit198	67.12
Inv 16,558	PD Annual Vehicle Maint. Unit198	666.73
Inv 16,564	PD Annual Vehicle Maint. Unit# 1703	409.60
309750 Total:		2,903.48
JSAR4011 - Jack's Auto Repair Total:		2,903.48
JHMS8020 - JHM Supply		
309751	02/05/2020	
Inv 115434/1	Irrigation Supplies for WMB	39.30
Inv 115435/1	Seeds for WMB	24.97
Inv 115437/1	Irrigation Supplies for Arroyo Park Sout	21.52
Inv 115532/1	Irrigation Supplies for City Park FY19-2	31.86
Inv 199435/1	Irrigation Supplies for City Park FY19-2	97.06

Check Number	Check Date	Amount
Inv K15382/1	Irrigation Supplies for Orange Grove Par	339.71
Inv K15383/1	Battery for Solar Time @ Dog Park	32.72
309751 Total:		587.14
JHMS8020 - JHM Supply Total:		587.14
JCRS5011 - Jones Coffee Roasters		
309752	02/05/2020	
Inv 46720	Fire Department Supplies	46.35
Inv 46908	Fire Department Supplies	139.05
Inv 47088	Fire Department Supplies	139.05
309752 Total:		324.45
JCRS5011 - Jones Coffee Roasters Total:		324.45
KAR1897 - Karbelnig, Dr. Alan		
309753	02/05/2020	
Inv 11.26.2019	Comprehensive Initial Evaluation of New	400.00
309753 Total:		400.00
KAR1897 - Karbelnig, Dr. Alan Total:		400.00
JKI5270 - Kim, Jinsun		
309754	02/05/2020	
Inv 108353	Refund for client, as instructor cancell	50.00
309754 Total:		50.00
JKI5270 - Kim, Jinsun Total:		50.00
KOAC6010 - KOA		
309755	02/05/2020	
Inv JB91076-6	Professioanl Engineering Design Servies	11,009.69
309755 Total:		11,009.69
KOAC6010 - KOA Total:		11,009.69
LTAP5500 - L.A.C. M. T. A.		
309756	02/05/2020	
Inv 105014	Metro Pass Sales 30 Days	700.00
309756 Total:		700.00
LTAP5500 - L.A.C. M. T. A. Total:		700.00
LRDG6713 - Larson, Doug		

Check Number	Check Date	Amount
309757	02/05/2020	
Inv T0120-03	Residential Rebate: HET Residential Reba	100.00
309757 Total:		100.00
LRDG6713 - Larson, Doug Total:		100.00
VVLE5270 - Lee, Vivan		
309758	02/05/2020	
Inv 107497/108641	Refund Client due to cancelled class (Ch	200.00
309758 Total:		200.00
VVLE5270 - Lee, Vivan Total:		200.00
LIFE822 - Life-Assist Inc.		
309759	02/05/2020	
Inv 965348	Annual PO for Medical Supplies FY19-20	976.71
309759 Total:		976.71
LIFE822 - Life-Assist Inc. Total:		976.71
LSEN4011 - Lifesaver Education		
309760	02/05/2020	
Inv December 2019	Class Instructor: CPR/AED December 2019	56.00
309760 Total:		56.00
LSEN4011 - Lifesaver Education Total:		56.00
LIN7766 - Linn & Associates		
309761	02/05/2020	
Inv 18.09	Project 2121, 2123 & 2127 Hanscom Dr.	1,552.00
309761 Total:		1,552.00
LIN7766 - Linn & Associates Total:		1,552.00
LOU1111 - Louie, Spencer		
309762	02/05/2020	
Inv 02.03-02.07.20	Reimb. Training Expense Sgt, Louie 02/03	148.00
309762 Total:		148.00
LOU1111 - Louie, Spencer Total:		148.00
MRCS2996 - Meridian Consultants LLC		
309763	02/05/2020	
Inv 3656	Revisions to final Eir - Mission Bell Mi	2,175.00

Check Number	Check Date	Amount
309763 Total:		2,175.00
MRCS2996 - Meridian Consultants LLC Total:		2,175.00
MMV9126 - Mission Meridian Village POA		
309764	02/05/2020	
Inv COM001	POA Dues Hospital	804.13
Inv COM002	POA Dues Parking	1,730.17
309764 Total:		2,534.30
MMV9126 - Mission Meridian Village POA Total:		2,534.30
MOR2900 - Morrow & Holman Plumbing Inc		
309765	02/05/2020	
Inv P-12-12221	Toilet Replacement at Iron Works Museum	279.02
309765 Total:		279.02
MOR2900 - Morrow & Holman Plumbing Inc Total:		279.02
NGSI6010 - Natural Gas Systems Inc.		
309766	02/05/2020	
Inv 5835	Monthly Maint. for August 2019	375.00
Inv 5888	Monthly Maint. for September 2019	375.00
Inv 5982	Compressed Natural Gas Station Repair 11	424.98
Inv 6026	Monthly Maint. for December 2019	375.00
309766 Total:		1,549.98
NGSI6010 - Natural Gas Systems Inc. Total:		1,549.98
OVD8011 - OverDrive Inc.		
309767	02/05/2020	
Inv 00148DA19190022	Purchase of Digital Books & Audiobooks f	120.00
Inv 00148DA19221755	Purchase of Digital Books & Audiobooks f	17.99
Inv 01148CO19208649	Purchase of Digital Books & Audiobooks f	80.00
Inv 01148CO19208911	Purchase of Digital Books & Audiobooks f	79.98
309767 Total:		297.97
OVD8011 - OverDrive Inc. Total:		297.97
PAMO2990 - Panoptic Monterey, LLC		
309768	02/05/2020	
Inv 191	Refundable Deposit - 191 Monterey Rd	12,675.00
309768 Total:		12,675.00

Check Number	Check Date	Amount
PAMO2990 - Panoptic Monterey, LLC Total:		12,675.00
PSCY8520 - Pasadena Cyclery		
309769	02/05/2020	
Inv 122319175827320	Replace Brake Pads & Gears onDept. Bicy	125.20
309769 Total:		125.20
PSCY8520 - Pasadena Cyclery Total:		125.20
PHS4011 - Pasadena Humane Society		
309770	02/05/2020	
Inv DEC2019SoPas	Animal Control Services for the months o	10,741.00
Inv Jan2020SoPas	Animal Control Services - January 2020	10,741.00
309770 Total:		21,482.00
PHS4011 - Pasadena Humane Society Total:		21,482.00
PSNS7101 - Pasadena Star News		
309771	02/05/2020	
Inv 900073808	Library Periodical Subscription	318.13
309771 Total:		318.13
PSNS7101 - Pasadena Star News Total:		318.13
MKPR2920 - Perez, Michael		
309772	02/05/2020	
Inv 105421/108638	Refund Security Deposit for Youth House	250.00
309772 Total:		250.00
MKPR2920 - Perez, Michael Total:		250.00
PSSG4010 - Performance Star Smog		
309773	02/05/2020	
Inv 015636	Smog Check - PW Prius	40.00
Inv 015638	Smog Inspection Unit 328	50.00
309773 Total:		90.00
PSSG4010 - Performance Star Smog Total:		90.00
PHOE4610 - Phoenix Group Information Systems		
309774	02/05/2020	
Inv 112019184	Citations Processed for November 2019	3,637.51
309774 Total:		3,637.51

Check Number	Check Date	Amount
PHOE4610 - Phoenix Group Information Systems Total:		3,637.51
PLTK8032 - Play Well Teknologies		
309775	02/05/2020	
Inv DB19346	Class Instructor: Minecraft Eng+ Winter	1,640.25
309775 Total:		1,640.25
PLTK8032 - Play Well Teknologies Total:		1,640.25
PEDS6010 - Prime Electric Distributors		
309776	02/05/2020	
Inv S1403047.001	Streetlight Electric Hardwarefor Repair	81.52
309776 Total:		81.52
PEDS6010 - Prime Electric Distributors Total:		81.52
POSU8132 - Prudential Overall Supply		
309777	02/05/2020	
Inv 52318642	Public Works Uniform CleaningServices	67.73
Inv 52318643	Public Works Scraper Mats	12.47
Inv 52318644	Public Works Scraper Mats	19.35
Inv 52318645	Public Works Uniform CleaningServices	73.70
Inv 52325336	Public Works Uniform CleaningServices	67.73
Inv 52325337	Public Works Scraper Mats	12.47
Inv 52325338	Public Works Scraper Mats	19.35
Inv 52325339	Public Works Uniform CleaningServices	73.70
309777 Total:		346.50
POSU8132 - Prudential Overall Supply Total:		346.50
PUCM4011 - Pruple Communications , Inc.		
309778	02/05/2020	
Inv 76416-84787	Annual Subscription for Hearing and Spee	300.00
309778 Total:		300.00
PUCM4011 - Pruple Communications , Inc. Total:		300.00
RKIN4011 - Randy Kirby		
309779	02/05/2020	
Inv 2020001	Background Investigation for Police Offi	1,200.00
309779 Total:		1,200.00
RKIN4011 - Randy Kirby Total:		1,200.00
REF6601 - Refrigeration Supplies Distrib		

Check Number	Check Date	Amount
309780	02/05/2020	
Inv 1518772-00	Air Conditioning Supplies	498.04
309780 Total:		498.04
REF6601 - Refrigeration Supplies Distrib Total:		498.04
RIPU8540 - Roadline Products Inc. USA		
309781	02/05/2020	
Inv 15440	Paint Stripping on El Centro & Orange Gr	2,667.53
309781 Total:		2,667.53
RIPU8540 - Roadline Products Inc. USA Total:		2,667.53
SOU5250 - S.P.Review & The Quarterly Magazine		
309782	02/05/2020	
Inv CEM49	Library Periodicals: Yearly Subscription	60.00
309782 Total:		60.00
SOU5250 - S.P.Review & The Quarterly Magazine Total:		60.00
SFLT8100 - Safelite Fulfillment, Inc.		
309783	02/05/2020	
Inv 00591-638722	Repair of Broken Windshield Unit # 635	341.41
309783 Total:		341.41
SFLT8100 - Safelite Fulfillment, Inc. Total:		341.41
SAN4958 - San Marino Security System		
309784	02/05/2020	
Inv R12298	Garfield Water Fire Alarm Services	267.00
Inv R12415	Wilson Reservoir & ElevatedTanks Fire Al	435.00
Inv R14823	2020 Annual Security System Operating Li	396.00
309784 Total:		1,098.00
SAN4958 - San Marino Security System Total:		1,098.00
SCF1400 - SC Fuels		
309785	02/05/2020	
Inv 1572191-IN	Fuel for City Vehicles	7,239.00
309785 Total:		7,239.00
SCF1400 - SC Fuels Total:		7,239.00
SCAT6710 - Scott's Automotive		

Check Number	Check Date	Amount
309786	02/05/2020	
Inv 14753	Fuel Pump - Remove & Replace Unit 209	500.28
Inv 14803	Vehicle Maint. FY19-20 Unit 624	310.29
309786 Total:		810.57
SCAT6710 - Scott's Automotive Total:		810.57
SER6856 - Service Pro Pest Mgmt Company		
309787	02/05/2020	
Inv 22468	Pest Control Monthly Service December 20	401.67
309787 Total:		401.67
SER6856 - Service Pro Pest Mgmt Company Total:		401.67
SESA8264 - SESAC		
309788	02/05/2020	
Inv 747465	Annual Music License Fee - 2019	919.00
309788 Total:		919.00
SESA8264 - SESAC Total:		919.00
SHCT4010 - Shirt City Sports		
309789	02/05/2020	
Inv 19361	2 uniform shirts for new police cadet Ka	54.75
309789 Total:		54.75
SHCT4010 - Shirt City Sports Total:		54.75
SHO6666 - Shono, Jean		
309790	02/05/2020	
Inv December 2019	Class Instructor: Crochet/ Knitting Clas	16.00
309790 Total:		16.00
SHO6666 - Shono, Jean Total:		16.00
REP6115 - Siemens Mobility, Inc.		
309791	02/05/2020	
Inv 5610185904	Traffic Signal Call out Response October	2,163.63
Inv 5610202326	Traffic Signal Management November 2019	2,163.63
Inv 5620026446	Traffic Signal Call out Response October	2,405.14
Inv 5620027730	Traffic Signal Response Call Outs Novemb	1,717.91
309791 Total:		8,450.31
REP6115 - Siemens Mobility, Inc. Total:		8,450.31

Check Number	Check Date	Amount
SLYT2920 - Silvers, Curtis		
309792	02/05/2020	
Inv 107745/108639	Refund Security Deposit for Eddie Park H	250.00
309792 Total:		250.00
SLYT2920 - Silvers, Curtis Total:		250.00
SPRE7011 - South Pasadena Review		
309793	02/05/2020	
Inv 2020	Annual Subscription	60.00
Inv A67226	Public Notices	150.00
Inv A67227	Public Notices	165.00
Inv L67095	Public Notice	174.00
Inv L67096	Public Notice	192.00
Inv L67097	Public Notices	240.00
Inv L67105	Public Notice	195.00
309793 Total:		1,176.00
SPRE7011 - South Pasadena Review Total:		1,176.00
STA5219 - Staples Business Advantage		
309794	02/05/2020	
Inv 3432079609	Purchase of office equipment chair	297.27
Inv 3433098958	Library Office Supplies	248.14
Inv 3433463194	PW Office Supplies	302.46
Inv 3433463196	PW Office Supplies	153.50
Inv 3433910412	Miscellaneous Office Supplies	175.94
Inv 3434097660	Miscellaneous Office Supplies	12.03
Inv 3434448901	Library Office Supplies	313.71
Inv 3434448903	Public Works Office supplies	741.25
Inv 3434585575	Library Office Supplies	29.77
Inv 3434713463	Miscellaneous Office Supplies	76.30
Inv 3434713465	Public Works Office supplies for Admin-Y	54.94
309794 Total:		2,405.31
STA5219 - Staples Business Advantage Total:		2,405.31
SSSS8267 - Super Soccer Stars		
309795	02/05/2020	
Inv Nov-Dec 2019	Class Instructor: Supper Soccer Stars &	1,158.30
309795 Total:		1,158.30
SSSS8267 - Super Soccer Stars Total:		1,158.30
SCRR4010 - Superior Court of CA, County of LA		
309796	02/05/2020	
Inv 740A	Court Fees - November 2019	6,482.00

Check Number	Check Date	Amount
309796 Total:		6,482.00
SCRR4010 - Superior Court of CA, County of LA Total:		6,482.00
SUP3041 - Supreme Trophies & Gifts Co		
309797	02/05/2020	
Inv 30416	Nameplates for the following epople: Han	65.70
Inv 30527	Nameplates for the following epople: Han	32.85
309797 Total:		98.55
SUP3041 - Supreme Trophies & Gifts Co Total:		98.55
TOM4455 - Tom's Clothing & Uniforms Inc		
309798	02/05/2020	
Inv 14982	Annual P.O. for Uniforms & Accessories f	332.88
Inv 15064	Annual P.O. for Uniforms & Accessories f	287.94
309798 Total:		620.82
TOM4455 - Tom's Clothing & Uniforms Inc Total:		620.82
TAEV9224 - Total Access Elevator Inc.		
309799	02/05/2020	
Inv 49256	Regular Elevator Monthly Maint.	991.75
309799 Total:		991.75
TAEV9224 - Total Access Elevator Inc. Total:		991.75
TRA5998 - Transtech Engineers Inc.		
309800	02/05/2020	
Inv 20192798	Consulting for Month to MonthBuilding &	26,713.42
Inv 20192799	Consulting for Month to MonthBuilding &	17,675.16
Inv 20193053	Consulting for Month to MonthBuilding &	18,696.52
Inv 20193054	Consulting for Month to MonthBuilding &	14,325.79
Inv 20193055	Consulting for Month to MonthBuilding &	2,168.00
309800 Total:		79,578.89
TRA5998 - Transtech Engineers Inc. Total:		79,578.89
TRE9241 - Trench Shoring		
309801	02/05/2020	
Inv 1170605-0010	K Rail for 1853 Hanscom Drive	180.00
309801 Total:		180.00
TRE9241 - Trench Shoring Total:		180.00

Check Number	Check Date	Amount
UND6710 - Underground Service Alert		
309802	02/05/2020	
Inv 1120190693	Undegroud Utility Marking forExcavation	161.80
Inv 122019686	Undegroud Utility Marking forExcavation	161.80
Inv 18dsbfe6611	Undegroud Utility Regulatory fee to Stat	101.07
Inv 18dsbfe7220	Undegroud Utility Regulatory fee to Stat	101.07
309802 Total:		525.74
UND6710 - Underground Service Alert Total:		525.74
UQMS8010 - Unique Mgmt Svcs Inc.		
309803	02/05/2020	
Inv 575577	Contract Services Recovery Agency Servic	277.45
309803 Total:		277.45
UQMS8010 - Unique Mgmt Svcs Inc. Total:		277.45
POR4707 - United Site Services, Inc.		
309804	02/05/2020	
Inv 114-9085012	Replacement of Stolen Mobile Restroom Sk	1,306.51
Inv 114-9430788	Portable Toilet Services for Skate Park	318.67
309804 Total:		1,625.18
POR4707 - United Site Services, Inc. Total:		1,625.18
UPP7789 - Upper S.G.Mun. Water Dist.		
309805	02/05/2020	
Inv 2/11-19	Water Purchase for MWD	19,014.12
Inv SoPas-121919	Water Conservation Rebate Program Reimbu	3,743.99
309805 Total:		22,758.11
UPP7789 - Upper S.G.Mun. Water Dist. Total:		22,758.11
VALD4011 - Valdez, Catalina		
309806	02/05/2020	
Inv 02.03-02.07.20	Reimb. Training Expense Ofc. Valdez	148.00
309806 Total:		148.00
VALD4011 - Valdez, Catalina Total:		148.00
VUL6601 - Vulcan Materials Co. & Affiliates		
309807	02/05/2020	
Inv 72355339	Purchase Order for Asphalt, Emulstion, C	788.40
Inv 72355340	Purchase Order for Asphalt, Emulstion, C	1,807.96
Inv 72440255	Purchase Order for Asphalt, Emulstion, C	1,881.77

Check Number	Check Date	Amount
Inv 72446261	Purchase Order for Asphalt, Emulstion, C	458.88
309807 Total:		4,937.01
VUL6601 - Vulcan Materials Co. & Affiliates Total:		4,937.01
WES4152 - West Coast Arborists, Inc.		
309808	02/05/2020	
Inv 155598	Street Tree Maint. Professional Services	8,776.00
309808 Total:		8,776.00
WES4152 - West Coast Arborists, Inc. Total:		8,776.00
WIL5896 - Willdan Associates		
309809	02/05/2020	
Inv 222012	P& B Consultant: Temporary Code Enforcem	4,550.00
309809 Total:		4,550.00
WIL5896 - Willdan Associates Total:		4,550.00
WIT6353 - Wittman Enterprises LLC		
309810	02/05/2020	
Inv 1911059	Paramedic Billing Service November 2019	5,728.13
309810 Total:		5,728.13
WIT6353 - Wittman Enterprises LLC Total:		5,728.13
GRA1244 - Woods Maintenance Services, Inc.		
309811	02/05/2020	
Inv SPAS1219	Citywide Graffiti Removal	294.00
309811 Total:		294.00
GRA1244 - Woods Maintenance Services, Inc. Total:		294.00
YTI1023 - Y Tire Complete Auto		
309812	02/05/2020	
Inv 0012952	2 Eagle Tires for Unit # 1404	431.55
309812 Total:		431.55
YTI1023 - Y Tire Complete Auto Total:		431.55
Total:		384,268.08

ATTACHMENT 4
Prepaid & General Warrant Voids

Accounts Payable

Void Check Distribution List

User: ealvarez
Printed: 1/29/2020 - 8:12 AM



	DR Amount	CR Amount	Acct Number	Description	Vendor
Section 1:101General Fund					
	645.00	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	645.00	101-6010-6011-8040-000	Advertising	SOU5250
Total for Section 1:101	<u>645.00</u>	<u>645.00</u>			
Grand Total:	<u>645.00</u>	<u>645.00</u>			



- Administration ▾
- Reports ▾
- Transfers & Payments ▾
- Account Services

Stop Payment Inquiry

Check Inquiry

Quick Links

- Stop Payment Request
- Stop Payment Reports

Print Page

Stop Payment Request - Confirmation

The stop payment request(s) below have been submitted. All approvals must be received before the request(s) will be processed.

To place additional stop payment request(s), return to Stop Payment Request. For stop payment activity and status information, go to Stop Payment Reports.

Stop Payments Submitted

Total submitted 1

[View Status Definitions](#)

Account	Duration	Check Range	Issue Date	Payee	Amount	Reason	Status
041533688 CITY OF SOUTH PASADENA OPERATING	6 Months	308903		S.P. Review & The Quarterly Ma	645.00	Lost	Released

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2781 or your assigned representative.

Help

Stop Payment Request - Confirmation

Stop Payments Submitted

Total submitted: 1

[View Status Definitions](#)

Account

041533688.CITY OF SOUTH PASADENA OPERATING

Duration

6 Months

Check Range

308903

Issue Date

Payee

S.P. Review & The Qua

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2781 or your assigned representative.



City Council Agenda Report

ITEM NO. 9

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Sheila Pautsch, Community Services Director

SUBJECT: **Acceptance of Donation of \$8,000 for Replacing Computers at the South Pasadena Senior Center from the Senior Citizens Foundation of South Pasadena Incorporated**

Recommendation

It is recommended that the City Council accept a donation of \$8,000 from the Senior Citizens Foundation of South Pasadena, Inc. for the replacement of seven computer systems for the South Pasadena Senior Center.

Commission Review and Recommendation

This matter was reviewed by Senior Citizens Commission (Commission) at its January 8, 2020 meeting and the Commission recommend acceptance of this donation.

Discussion/Analysis

The Community Services Department/Senior Services Division was offered a donation from the Senior Citizens Foundation of South Pasadena to provide computers for Senior Center participants. The computers can be used for assisting older adults to stay in touch with loved ones; personal fulfillment, health education, and social connectedness, all of which assists in enhancing their quality of life. If the donation is accepted the computers will be purchased through, City's IT contractor, Acorn, with the specifications and quotes initially obtained through them.

Fiscal Impact

The transaction will be completed once the donation is accepted; staff will initiate a budget transaction for the 2019-2020 budget to record the incoming revenue and corresponding expenditures accordingly.

Background

The Senior Citizens Foundation of South Pasadena Inc., held a meeting on September 9, 2019. A motion to provide funding for replacing seven desktop computers at the South Pasadena Senior Citizens Center was proposed. The estimated cost for the replacement of the computers is \$8,000 for Fiscal Year 2019-2020. The end result of the motion was that all members of the Senior

Acceptance of Donation of \$8,000 for Replacing Computers at the South Pasadena Senior Center from the Senior Citizens Foundation of South Pasadena Incorporated.

February 5, 2020

Page 2 of 2

Citizens Foundation of South Pasadena Inc. were in favor of moving forward with providing funding for the purchase of new computers for the South Pasadena Senior Citizens Center

Legal Review

The City Attorney has reviewed this item

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.



City Council Agenda Report

ITEM NO. 10

DATE: February 5, 2019

FROM: Stephanie DeWolfe, City Manager *[Signature]*

PREPARED BY: Shahid Abbas, Public Works Director *[Signature]*
 Kristine Courdy, Deputy Public Works Director

SUBJECT: **Award of Construction Contract to Gentry Brothers, Inc., for the Alpha Avenue and Camino Del Sol Street Improvement Project in an Amount Not-to-Exceed \$1,868,801**

Recommended Action

It is recommended that the City Council:

1. Accept a bid dated October 8, 2019, from Gentry Brothers, Inc., for the construction of the Alpha Avenue and Camino Del Sol Street Improvement Project (Project);
2. Authorize the City Manager to enter into a contract with Gentry Brothers, Inc., for the bid amount of \$1,698,910; and
3. Authorize a construction contingency ten percent in the amount of \$169,891 for total amount of \$1,868,801.

Commission Review and Recommendation

These streets were previously identified and reviewed by the Public Works Commission.

Discussion/Analysis

In compliance with the Public Contract Code, the project was advertised for bids in September 2019. Subsequently, the City received following seven bids:

Contractor	Total Bid Amount
Gentry Brothers, Inc., Irwindale, CA	\$1,698,910
Sully-Miller Contracting Co., Brea, CA	\$1,728,000
Sequel Contractors, Inc., Santa Fe Springs, CA	\$1,737,275
Vido Samarzich, Inc., Rancho Cucamonga, CA	\$2,046,000
Excel Paving Company, Long Beach, CA	\$2,083,955
E.C. Construction Co., South El Monte, CA	\$2,091,590
Toro Enterprises, Inc., Oxnard, CA	\$2,169,280

All American Asphalt, Corona, CA	\$2,246,455
<i>Engineer's Estimate</i>	<i>\$1,950,000</i>

Gentry Brothers, Inc., (Contractor) submitted the lowest responsive bid. To verify the quality of work, staff has checked the contractor's references, and found their work performances to be satisfactory. Staff's recommendation is to award the Project to Gentry Brother, Inc. The construction is expected to be completed in 105 working days.

Background

This Project was approved by the City Council as part of the Fiscal Year (FY) 2017-18 and FY 18-19 budgets. The Project includes following:

- Camino Del Sol (Saint Albans to Vid Del Rey): Cold mill existing pavement and overlay asphalt concrete. Removal and replacement of sidewalk, curb ramps, driveway approaches, curb and gutter, thermoplastic striping and pavement markings, utility adjustments, replacement of 400 feet of 12-inch water main, and installation of new water meters, valves, fire hydrants and appurtenances.
- Alpha Avenue (Camino Lindo to Valley View Road): Cold mill existing pavement and overlay asphalt concrete. Removal and replacement of sidewalk curb ramps, driveway approaches, curb and gutter, thermoplastic striping and pavement markings, utility adjustment, replacement of 800 feet of 8-inch water main, and installation of new water meters, valves, fire hydrants and appurtenances.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

This Project is funded through following funding sources:

- Street Improvements will be funded in the amount of \$928,801 from Street Improvement Capital Fund Account No. 104-9000-9203 and Senate Bill No. 1 (SB1) Account No. 237-9000-9000.
- Water improvements will be funded from Water Fund Account No. 500-9000-9300 in the amount of \$940,000.

Environmental Analysis

This Project is exempt from California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Agreement
2. Location Map

ATTACHMENT 1
Agreement

CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 5th day of February, 2020 by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Gentry Brothers, Inc., "CONTRACTOR."

That the CITY and the CONTRACTOR, for the consideration hereinafter named, mutually agree as follows:

1. Contract Documents. The complete contract and agreement ("AGREEMENT") consists of the Contract Documents, which includes all of the following documents incorporated herein by this reference: Approved Plans and Specifications (**Project No. 2018-01**) Notice Inviting Bids, Instructions to Bidders, Information for Bidders, Contractor's Bid Proposal, this Contract/Agreement, Standard Specifications, Special Provisions, Reference Specifications, the documents in the Appendix, if any, and all mutually agreed-upon modifications and amendments thereto. In the event of conflict between these documents, precedence shall be determined under section 2-5.2 of the Standard Specifications.

2. Scope of Services. CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: Alpha Avenue and Camino Del Sol all in accordance with the Contract Documents and Contractor's Proposal dated October 8, 2019.

CONTRACTOR agrees to perform all the work and furnish all the materials at his own cost and expense necessary to construct and complete in a good and workman-like manner and to the satisfaction of the City Engineer of the CITY, the Work of Improvement in accordance with the plans, specifications, and Contract Documents (the "Specifications") therefore prepared by City's Engineering Department and adopted by the City Council.

3. Compensation. CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of One Million Six Hundred Ninety-eight Thousand Nine Hundred Ten and 00/100 Dollars (\$1,698,910.00)

CITY agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

4. Time for Completion. CONTRACTOR agrees to commence construction of the Work of Improvement within fifteen (15) days after issuance of a Notice To Proceed, and to continue in a diligent and workman-like manner without interruption, and to complete the construction thereof within one hundred five (105) working days from the date the Notice to Proceed is issued.

5. Time is of the Essence. Time is of essence of this Contract, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this Agreement. It is,

therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five Hundred Dollars (\$500.00) for each day's delay beyond the time herein prescribed for finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under this Agreement in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this Contract.

6. Prevailing Wages Required. The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, \$200.00 for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this Agreement, all in accordance with Section 1775 of the Labor Code of the State of California.

7. 8-Hour Day. In the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of \$200.00 for each worker employed in the execution of this Contract by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

8. Workers Compensation. CONTRACTOR, by executing this Agreement hereby certifies:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

9. Bonds. CONTRACTOR shall, prior to the execution of this Contract, furnish two bonds approved by the CITY, one in the amount of One Hundred Percent (100%) of the Contract price, to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the Contract price to guarantee payment of all claims for labor and materials furnished. This Contract shall not become effective until such bonds are supplied to and approved by the CITY. CONTRACTOR shall, prior to the release of the performance and payment bonds or the retention payment, furnish a warranty performance and payment bond equal to at least ten percent of the final contract price or \$1,000, whichever is greater.

10. Arbitration. This AGREEMENT is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by Contractor, for the response to such claims by the Agency, for a mandatory meet and confer conference upon the request of

Contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the parties' failure to resolve the dispute through mediation. This AGREEMENT hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

11. Prompt Payment. This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to Contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This AGREEMENT hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

12. Securities for Retentions. At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with AGENCY, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to CONTRACTOR upon Agency's confirmation of CONTRACTOR'S satisfactory completion of this AGREEMENT. At any time during the term of this AGREEMENT CONTRACTOR may, at its own expense, substitute securities for funds otherwise withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300.

13. Registration with DIR. Pursuant to Labor Code § 1725.5, CONTRACTOR and any subcontractor must be registered with the California Department of Industrial Relations for any bid proposal and prior to performing any work. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. Subcontractor Eligibility. This AGREEMENT is subject to Public Contract Code Section 6109: CONTRACTOR shall be prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Sections 1777.1 or 1777.7 of the Labor Code.

15. Apprentices. CONTRACTOR shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

16. Records. CONTRACTOR shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to CITY under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to CONTRACTOR under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of CITY. In addition, pursuant to Government Code Section 8546.7, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of CITY or as part of any audit of CITY, for a period of three (3) years after final payment under the Agreement.

17. Indemnity. To the fullest extent permitted by law, CONTRACTOR shall, at its sole cost and expense, fully defend, indemnify and hold harmless CITY, its authorized representatives and their respective subsidiaries, affiliates, members, directors, officers, employees and agents (collectively, the “Indemnitees”) from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, and expenses, including but not limited to any fees of accountants, attorneys or other professionals (collectively “Liabilities”), arising out of, in connection with, resulting from or related to, any alleged act, omission, fault or negligence of CONTRACTOR, CONTRACTOR’s Representative, or any of its officers, agents, employees, Subcontractors or Suppliers, or any person or organization directly or indirectly employed by any of them (Collectively, the “Indemnitors”), in connection with or relating to or claimed to be in connection with or relating to the work performed under this AGREEMENT. CONTRACTOR shall not be entitled to any refund of attorneys’ fees, defense costs and expenses in the event that it is s adjudicated to have been non-negligent.

CONTRACTOR shall not be required to defend or indemnify CITY for liabilities caused by the sole active negligence or willful misconduct of CITY.

If CONTRACTOR is a joint venture or partnership, each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of CONTRACTOR that are assumed under or arise out of this AGREEMENT. Each of such venturers or partners waives notice of the breach or non-performance of any undertaking or obligation of CONTRACTOR contained in, resulting from or assumed under this AGREEMENT, and the failure to give any such notice shall not affect or impair such venturer’s or partner’s joint and several liability hereunder.

18. Attorneys’ Fees Following Disputes. In the event of a dispute between the parties under this AGREEMENT, the prevailing party is not entitled to attorneys’ fees from the other party. This provision takes precedence over any conflicting provision in any of the documents which are incorporated herein by reference.

IN WITNESS WHEREOF, the said CONTRACTOR and the CITY MANAGER and CITY CLERK of the CITY have caused the names of said parties to be affixed hereto, each in triplicate, the day and year first above written.

CONTRACTOR

BY _____

(Title)

BY _____

CITY OF SOUTH PASADENA

Stephanie DeWolfe, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, CITY CLERK

Teresa L. Highsmith, CITY ATTORNEY


ATTACHMENT 2
Location Map



City Council Agenda Report

ITEM NO. 11

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Paul Riddle, Fire Chief

SUBJECT: **Adoption of a Resolution Authorizing the County of Los Angeles Agriculture Commissioner to Inspect and Abate Weeds, Brush and Native Vegetation Declared to be an Existing or Potential Fire Hazard, and Schedule a Public Hearing to be Held on February 19, 2020 to Hear Objections or Protests to the Vegetation Management Program**

Recommendation

It is recommended that the City Council adopt the resolution authorizing the County of Los Angeles Agriculture Commissioner to inspect and abate weeds, brush and native vegetation declared to be an existing or potential fire hazard, and schedule a Public Hearing to be held on February 19, 2020 to hear objections or protests to the vegetation management program.

Commission Review and Recommendation

This matter was not reviewed by any commission.

Community Outreach

A Public Hearing will be held on February 19, 2020 to hear objections or protests to the vegetation management program. On or before February 1, 2020, Annual Weed Abatement Notices will be sent to property owners of the properties identified in the resolution advising them of the Public Hearing.

Discussion/Analysis

On February 3, 2016, the City Council approved a five-year contract with the County of Los Angeles Agriculture Commissioner's Office to provide brush clearance and vegetation management services within the City of South Pasadena (City) for the period from July 1, 2016 to June 30, 2021. Through the vegetation management program, property owners of unimproved and designated properties are sent notices to maintain parcels in a fire safe condition. These notices are sent by the County of Los Angeles on or before February 1, 2020. If the property owner elects not to abate the brush and native vegetation fire hazards, the Agriculture Commissioner's staff facilitates removal and authorizes a special assessment to recover costs.

Property owners who object to the proposed removal of hazardous vegetation and the recovery of costs can attend the Public Hearing on February 19, 2020, to request to have their properties removed from the Los Angeles County Declaration List. The Public Hearing will be held at 1424 Mission Street, South Pasadena, CA, where their objections will be heard and given due consideration by the Agricultural Commissioner's office.

Next Steps

1. Approve the resolution authorizing the County of Los Angeles Agricultural Commissioner's Office to inspect and abate weeds, brush and native vegetation declared to be an existing or potential fire hazard; and
2. Schedule a Public Hearing to be held on February 19, 2020 to hear objections or protests to the vegetation management program.

Background

The City began participating in the vegetation management program through the County of Los Angeles on January 1, 2011. The vegetation management program through the Agriculture Commissioner's office is an efficient and effective method to inspect and mitigate fire hazard problems associated with the annual growth of grass, brush and native vegetation. Fire Department staff works closely with the Agriculture Commissioner's office to respond to customer complaints relating to brush clearance and to identify high hazard areas in need of weed, brush and/or rubbish removal.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact to the City. Property owners who elect not to abate vegetation hazards are assessed fees through the County of Los Angeles for the inspection, abatement, and administration of the vegetation management program.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Resolution
2. Abatement Order, Los Angeles County

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DECLARING THAT WEEDS, BRUSH, RUBBISH
AND REFUSE UPON OR IN FRONT OF SPECIFIED
PROPERTY IN THE CITY ARE A SEASONAL AND
RECURRENT PUBLIC NUISANCE AND DECLARING
ITS INTENTION TO PROVIDE FOR THE
ABATEMENT THEREOF**

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

BE IT RESOLVED THAT, pursuant to the provisions of Title 4, Division 3, Part 2, Chapter 13, Article 2, of the California Government Code, Sections 39560 to 39588, inclusive, and evidence received by it, the City Council of the City of South Pasadena (City) specifically finds:

SECTION 1. That the weeds, brush or rubbish growing or existing upon the streets, sidewalks, or private property in the City attain such large growth as to become, when dry, a fire menace to adjacent improved property, or which are otherwise noxious, dangerous, or a public nuisance.

SECTION 2. That the presence of dry grass, stubble, refuse, or other flammable materials are conditions that endanger the public safety by creating a fire hazard.

SECTION 3. That by reason of the foregoing fact, the weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material growing or existing upon the private property hereinafter described, and upon the streets and sidewalks in front of said property, constitute a seasonal and recurrent public nuisance and should be abated as such.

SECTION 4. That the private property, together with streets and sidewalks in front of same herein referred to, is more particularly described as follows, to wit: That certain property described in the attached list hereto as "Exhibit A," and by this reference made a part hereof as though set forth in full at this point.

SECTION 5. 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.

BE IT THEREFORE RESOLVED, pursuant to the findings of fact, by this Council heretofore made, that the weeds, brush, rubbish, dry grass, stubble, refuse or other flammable material in and upon and in front of the real property hereinbefore described constitute and are hereby declared to be a seasonal and recurrent public nuisance that should be abated. The Agricultural Commissioner/Director of Weights and Measures, County of Los Angeles, is hereby designated the person to give notice to destroy said weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material and shall cause notices to be given to each property owner by United States Mail and said notice shall be substantially in the following form to-wit:

**NOTICE TO DESTROY WEEDS,
REMOVE BRUSH, RUBBISH AND REFUSE**

Notice is hereby given that on February 5, 2020, the City Council of the City of South Pasadena passed or will pass a resolution declaring noxious or dangerous vegetation including weeds, brush, tumbleweeds, sagebrush, and chaparral or rubbish refuse were growing or occurring upon or in front of said property on certain streets in said city or unincorporated area of the County of Los Angeles, and more particularly described in the resolution, and that they constitute a fire hazard or public nuisance which must be abated by the removal of said noxious or dangerous vegetation, rubbish and refuse, otherwise they may be removed and the nuisance abated by County authorities and the cost of removal assessed upon the land from or in front of which the noxious or dangerous vegetation, rubbish and refuse are removed, and such cost will constitute a special assessment against such lots or lands. Reference is hereby made to said resolution for further particulars. In addition, the Board of Supervisors authorized and directed the Agricultural Commissioner to recover its costs of details. All property owners having any objections to the proposed removal of noxious or dangerous vegetation, rubbish and refuse and the recovery of inspection costs, are hereby notified that they may attend a Public Hearing of the City Council of said city to be held at 1424 Mission Street, South Pasadena, CA 91030, in the Council Chamber on February 19, 2020, at 7:30 p.m., where their objections will be heard and given due consideration. If the property owner does not want to present objections to the proposed removal of the noxious or dangerous vegetation including weeds, brush, tumbleweeds, sagebrush, and chaparral or rubbish and refuse, or the recovery of inspection costs, the owner need not appear at the above-mentioned hearings.

Evelyn G. Zneimer, City Clerk

BE IT THEREFORE RESOLVED THAT the Agricultural Commissioner is hereby authorized and directed to recover its costs of inspection of the properties hereinabove described in a manner consistent with prior action of the Board adopting a fee schedule for such inspections. The recovery of these costs is vital to the ongoing operation governing the identification and abatement of those properties that constitute a seasonal and recurrent public nuisance and endanger the public safety.

BE IT FURTHER RESOLVED THAT the 19th day of February, 2020, at the hour of 7:30 p.m. of said day, is the day and hour, and the meeting room of the City Council of the City of South Pasadena is fixed by this City Council as the place when and where any and all property owners having any objections to the aforesaid proposed removal of weeds, brush, rubbish, dry grass, stubble, refuse or other flammable material may appear before the City Council and show cause why said weeds, brush, rubbish, dry grass, stubble, refuse or other flammable material should not be removed in accordance with this resolution, and said objections will then and there be heard and given due consideration.

BE IT RESOLVED THAT the notices to destroy weeds, brush, rubbish, dry grass, stubble, refuse or other flammable material hereinbefore referred to shall be mailed by said Agricultural Commissioner/Director of Weights and Measures at least ten days prior to February 19, 2020.

PASSED, APPROVED AND ADOPTED ON this 5th day of February, 2020.

Robert S. Joe, 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 5th day of February, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Abatement Order, Los Angeles County

ABATEMENT ORDER _____

FEBRUARY 19, 2020

FOLLOWING THE PUBLIC HEARING HELD FEBRUARY 19, 2020, IN THE MATTER OF DECLARING THAT WEEDS, BRUSH, RUBBISH AND REFUSE UPON OR IN FRONT OF SPECIFIED PROPERTY IN THE CITY OF SOUTH PASADENA ARE A SEASONAL AND RECURRENT PUBLIC NUISANCE AND DECLARING THE CITY COUNCIL'S INTENTION TO PROVIDE FOR THE ABATEMENT THEREOF , THE CITY COUNCIL, BY RESOLUTION, ADOPTED AN ORDER DIRECTING THE AGRICULTURAL COMMISSIONER/DIRECTOR OF WEIGHTS AND MEASURES TO ABATE THE NUISANCE BY HAVING THE WEEDS, RUBBISH, AND REFUSE REMOVED.

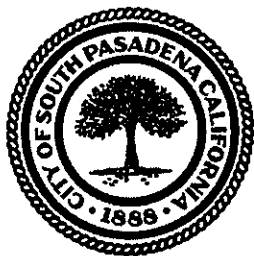
**CITY COUNCIL OF THE
CITY OF SOUTH PASADENA**

BY: _____
Robert S. Joe, Mayor

ATTEST:

BY: _____
Evelyn G. Zneimer, City Clerk


Date: _____



City Council Agenda Report

ITEM NO. 12

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Joe Ortiz, Chief of Police
Shannon Robledo, Lieutenant

SUBJECT: **Adoption of a Resolution Approving a Memorandum of Understanding (MOU) Between the City of South Pasadena and the Los Angeles Regional Interoperable Communications System (LA-RICS) Joint Powers Authority**

Recommended Action

It is recommended that the City Council:

- 1) Approve a resolution adopting an MOU between the City and the Los Angeles Regional Interoperable Communications System Joint Powers Authority (LA-RICS)
- 2) Delegate authority to the City Manager to approve and execute any future amendments to the MOU.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Discussion/Analysis

The Police Department communication system is vital to the efficient dispatching of first responders to calls for service. The current radio system in use is outdated and in need of major repairs, updated software, and expansive testing to fill coverage gaps due to the City's unique terrain. Reliable dispatch communication coverage is geographically limited to the San Gabriel Valley.

The recommended solution is to upgrade all portable and base station radios to achieve multiband capability, allowing for seamless interoperability and communication over significantly longer distances than the current system. Clear radio communication is essential for effective emergency services. The Police Department uses radio communication daily accessing a UHF frequency, while neighboring agencies operate on a separate 800MHz radio frequency, making communication challenging not only within the Police Department, but also with outside agencies.

Since the termination of the Police Department's previous agreement with the Los Angeles Regional Interoperable Communications System (LA-RICS) in 2015, LA-RICS has become a

robust public safety communication provider across the region providing more than 13,000 square kilometers in coverage. Serving both first (law enforcement, fire and emergency medical services) and secondary (public works, transportation etc.) responders, LA-RICS will provide seamless voice and data interoperability among the numerous agencies tasked with serving the most diverse geographical region in California.

LA-RICS is the largest and most complex local public safety communications project in the United States, integrating two distinct networks into one system: voice via Land Mobile Radio (LMR), and data via Public Safety Broadband Network (PSBN) as it is absorbed in the National Public Safety Broadband Network (NPSBN) as deployed by the First Responder Network Authority (FirstNet).

Joining LA-RICS will provide the Police Department access to an enhanced communication coverage network and interoperability with city governments across the nation. All LA-RICS sites are designed with stringent requirements, such as independent generator back-up power and 8.0 earthquake standards. Requirements far exceed those of commercial carriers in order to ensure uninterrupted service for public safety during any foreseeable event. LA-RICS is P25 compliant, adhering to a national standard for current and emerging digital voice and data communication systems for public safety and first responders.

An example of how LA-RICS benefits public safety through its common operational picture, is seen during the annual Rose Parade in Pasadena. Due to its threat potential, local, state and federal agencies partner to ensure a safe event. With one million visitors to the parade, there are fifteen video cameras installed along the route providing streaming video to the multi-jurisdictional command post. In addition, personnel carry smartphones which also receive the video feed. On those same smartphone devices, personnel can communicate directly with police and fire personnel from the partnering agencies who are using standard handheld radios.

Background

In February 2009, LA-RICS was created to facilitate the communication between all the public safety agencies throughout Los Angeles County using a unified LMR system. On February 18, 2009, the City Council adopted Resolution No. 7027, authorizing the City's membership to the LA-RICS JPIA at no cost.

Following the formation of LA-RICS, the JPA applied for and was awarded a \$153 million grant for a Broad Band Long Term Evolution (LTE) data system for police and fire personnel that would operate throughout Los Angeles County. Due to time requirements imposed by the LTE grant, LA-RICS changed their focus and abandoned the LMR concept.

In April 2015, the City Council authorized the withdrawal of membership by the City based on LA-RICS vagueness on construction and prohibitive cost estimates for the LTE system. The technical system designs, geographical coverage, and total number of system delivery devices had not been determined, making the project infeasible for the City.

Since the withdrawal of South Pasadena from the LA-RICS JPA, the funding model has changed to a strictly subscription per-device cost to alleviate the uncertainty caused by individual agency withdrawal. Until the final acceptance of the system from Motorola Solutions by the LA-RICS JPA, there are no costs to participating agencies.

The final cost of the per-unit radio subscription is to be determined by the LA-RICS JPA Finance Committee. Any purchase of equipment in the future will be brought back to Council for approval. There is no cost associated with the MOU at this time and the Police Department is not obligated to purchase radios from LA-RICS once we join.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

Approval of this agreement will not have an impact on the General Fund.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. LA-RICS Joint Power Agreement
2. Proposed Resolution approving LA-RICS

ATTACHMENT 1

The Los Angeles Interoperable Communications System Authority (LA-RICS) Joint Powers Agreement



**The Los Angeles
Regional Interoperable
Communications System
Authority**

Joint Powers Agreement

January 2009

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Exhibit

A – Members

**Joint Powers Agreement to Establish
The Los Angeles Regional
Interoperable Communications System Authority**

THIS JOINT POWERS AGREEMENT (the "Agreement") is made as of the Effective Date by and between the public agencies set forth in Exhibit A.

Each public agency executing this Agreement shall be referred to individually as "Member," with all referred to collectively as "Members."

RECITALS

Whereas the Members require wide area and interoperable communications, and Members acting independently have limited resources to construct a communications network providing these capabilities; and,

Whereas the Members have determined that working in concert to share radio communications resources is in the public interest, as doing so would provide the most effective and economical radio communications network for all participating public agencies; and,

Whereas the Members agree that the collective goal is to evaluate, establish, and participate in a public safety radio network to meet or enhance current public safety radio communications needs of Members and to provide an architecture capable of expanding to meet future needs; and,

Whereas, the Members have the authority under the Joint Exercise of Powers Act, in California Government Code Section 6500 et. seq., (the "Act") to enter into this Agreement.

NOW, THEREFORE, in consideration of the recitals and mutual obligations of the Members as herein contained, the Members agree as follows:

Article I - GENERAL PROVISIONS

1.01 Purpose.

This Agreement is to create an agency to exercise the powers shared in common by its Members to engage in regional and cooperative planning and coordination of governmental services to establish a wide-area interoperable public safety communications network (hereinafter referred to as the "Los Angeles Regional Interoperable Communications System", "LA-RICS", or the "System"). As part of this

purpose, Members will seek to meet or enhance the current public safety communications needs with a System capable of expanding to meet future needs; develop funding mechanisms; and resolve technical and operational issues in the development and management of the System. Such purposes are to be accomplished and said common power exercised in the manner hereinafter set forth.

1.02 Creation of Authority.

Pursuant to the Act, the Members hereby create a public entity to be known as the “Los Angeles Regional Interoperable Communications System Authority” (hereinafter, the “Authority”). The Authority shall be a public entity separate and apart from the Members who shall administer this Agreement. The jurisdiction of the Authority shall be all territory within the geographic boundaries of the Members; however the Authority may undertake any action outside such geographic boundaries as is necessary and incidental to the accomplishment of its purpose.

1.03 Membership in the Authority.

Participation in the Authority is limited to public agencies, as defined by the Act, in the greater Los Angeles area that have approved and executed this Agreement, and contributed resources of any kind toward the construction and/or on-going operation of the System (including, but not limited to financial, personnel, frequency, equipment, radio site, real estate or other resources), as approved by the Board of Directors.

1.04 Term.

This Agreement shall become effective, and the Authority shall come into existence, when each of the following occurs (the “Effective Date”):

- (a) The Agreement is authorized and executed by the City of Los Angeles and the County of Los Angeles; and
- (b) Forty-five days has elapsed after the authorization and execution of the Agreement by both the City of Los Angeles and County of Los Angeles.

Prior to the Effective Date, public agencies may become Members of the Authority, without Board approval, by adoption and execution of this Agreement. After the Effective Date, membership is subject to approval by the Board as set forth in Section 7.02(a) of this document.

Article II - Board of Directors.

2.01 Composition of the Board

The Authority shall be administered by a Board of Directors (the "Board") consisting of a minimum of eight (8) Directors and not more than seventeen (17) Directors identified by the following appointing authorities:

1. The City of Los Angeles City Administrative Officer
2. The City of Los Angeles Fire Chief
3. The City of Los Angeles Police Chief
4. The City of Los Angeles Chief Legislative Analyst
5. The County of Los Angeles Chief Executive Officer
6. The County of Los Angeles Fire Chief
7. The Sheriff of Los Angeles County
8. The County of Los Angeles Department of Health Services Director
9. The Los Angeles Unified School District Police Chief
10. The City of Long Beach
11. The Los Angeles Area Fire Chiefs Association
12. The Los Angeles County Police Chiefs Association
13. The California Contract Cities Association
14. At Large
15. At Large
16. At Large
17. At Large

2.02 Appointment of Directors

(a) Each of the officials listed in 1 through 9 above may appoint one Director and one Alternate Director to the Board when the agency such official represents becomes a Member.

(b) The City of Long Beach may appoint one Director and one Alternate Director to the Board when the City of Long Beach becomes a Member.

(c) Each of the Associations listed in 11 and 12 above may appoint one Director and one Alternate Director to the Board when at least one member of their respective Association becomes a Member of the Authority.

(d) The California Contract Cities Association may appoint one Director and one Alternate Director to the Board when at least one member of the Association becomes a Member of the Authority. In order to participate in the selection process, Association members must also be Members of the Authority.

(e) At Large Directors and Alternate Directors shall be selected by a majority vote of Member cities, other than the Cities of Los Angeles and Long Beach, as follows:

(1) One At Large Director (and one Alternate Director) must represent a Member city that operates both independent police and fire departments;

(2) Two At Large Directors (and two Alternates) must represent Member cities that operate an independent police department and/or an independent fire department; and

(3) One At Large Director (and one Alternate Director) must represent a Member city not otherwise represented on the Board.

(f) Within fifteen (15) days after the Effective Date, eligible Member cities shall endeavor to meet and provide for the selection of the At Large Directors and Alternate Directors, and all other entities shall endeavor to appoint their Directors and Alternates. The logistics for filling the At Large Director and Alternate Director vacancies shall be provided for in the bylaws.

(g) At the time of appointment and for the duration of service, Directors and Alternate Directors shall be employees or officers of Members. All Directors and Alternate Directors shall be non-elected officials, with the sole exception of the Los Angeles County Sheriff.

(h) The term of office of each Director and Alternate Director shall be two years, or until a successor has been appointed. Directors and Alternate Directors may serve an unlimited number of terms.

(i) No Member can hold more than one seat on the Board concurrently, except that the County of Los Angeles and the City of Los Angeles can hold the Board seats designated by the eight individuals listed in items 1 through 8 in Section 2.01.

(j) An Alternate Director may act in their Director's absence and shall exercise all rights and privileges of a Director.

(k) Each Director and each Alternate Director shall serve at the pleasure of the appointing authority and may be removed by the appointing authority at any time without notice.

(l) Notice of any removal or appointment of a Director or Alternate Director shall be provided in writing to the Chair of the Board.

2.03 Purpose of Board.

The general purpose of the Board is to:

- (a) Provide structure for administrative and fiscal oversight;
- (b) Identify and pursue funding sources;
- (c) Set policy;
- (d) Maximize the utilization of available resources; and
- (e) Oversee all Committee activities.

2.04 Specific Responsibilities of the Board.

The specific responsibilities of the Board shall be as follows:

- (a) Identify participating entities needs and requirements;
- (b) Develop and implement a funding plan (the "Funding Plan") for the construction and on-going operation of a shared voice and data system;
- (c) Formulate and adopt the budget prior to the commencement of the fiscal year;
- (d) Hire necessary and sufficient staff and adopt personnel rules and regulations;
- (e) Adopt rules for procuring supplies, equipment and services;
- (f) Adopt rules for the disposal of surplus property;
- (g) Establish committees as necessary to ensure that the interests and concerns of each user agency are represented and to ensure operational, technical and financial issues are thoroughly researched and analyzed;
- (h) Provide for System implementation and monitoring;
- (i) Determine the most appropriate and cost effective maintenance plan for the System;
- (j) Provide for System maintenance;
- (k) Adopt and revise System operating policies and procedures, as well as technical and maintenance requirements;
- (l) Review and adopt recommendations regarding the establishment of System priorities and talk groups;
- (m) Address concerns of all System user agencies;
- (n) Oversee the establishment of long-range plans;

- (o) Conduct and oversee System audits at intervals not to exceed three years;
- (p) Arrange for an annual independent fiscal audit;
- (q) Adopt such bylaws, rules and regulations as are necessary for the purposes hereof; provided that nothing in the bylaws, rules and regulations shall be inconsistent with this Agreement; and
- (r) Discharge other duties as appropriate or required by statute.

2.05 Startup Responsibilities

The Authority shall have the duty to do the following within the specified timeframe or, if no time is specified, within a reasonable time:

- (a) To establish within three (3) months of the Effective Date of this Agreement the Advisory Committees designated in Section 3.07;
- (b) To use its best efforts to develop and adopt within nine (9) months of the Effective Date of this Agreement:
 - (1) A plan specifying a means or formula for determining the timing and sequencing of construction of the System consistent with the functional specifications; and
 - (2) A Funding Plan specifying a means or formula for funding the construction, operation and maintenance of the System; such Funding Plan shall include an allocation of costs among the Members, subscribers, and other funding sources;
- (c) To establish System participation pricing including start-up costs, and ongoing Subscriber/Member unit pricing to cover System operations, technical upgrades, and System replacement reserves;
- (d) To encourage other governmental and quasi-governmental agencies, including but not limited to, the State and Federal government, and special districts, to participate in LA-RICS;
- (e) To establish policies and procedures for the voluntary transfer and/or sharing of assets from Members;
- (f) To retain legal counsel; and
- (g) To evaluate the need for, acquire and maintain necessary insurance.

2.06 Meetings of the Board.

- (a) Regular Meetings. The Board shall provide for its regular meetings provided, however, that at least one regular meeting shall be held quarterly. The date, hour and location of regular meetings shall be fixed by resolution of the Board and a copy of the resolution shall be transmitted to each of the Members.
- (b) Special Meetings. Special meetings of the Board may be called by the Chair or as provided for in the bylaws.
- (c) Call, Notice and Conduct of Meetings. All meetings of the Board, including without limitation, regular, adjourned regular and special meetings, shall be called noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with California Government Code section 54950). As soon as practicable, but no later than the time of posting, the Secretary shall provide notice and the agenda to each Member, Director and Alternate Director.
- (d) First Meeting. The first meeting of the Board shall be no sooner than fifteen (15) days after the Effective Date.

2.07 Minutes.

The Secretary shall cause to be kept minutes of the meetings of the Board and shall, as soon as practicable after each meeting, cause a copy of the minutes to be made available to each Director, the Members and other parties upon request.

2.08 Voting.

All voting power of the Authority shall reside in the Board. Each Director shall have one vote. An Alternate Director may participate and vote in the proceedings of the Board only in the absence of that Alternate's Director. No absentee ballot or proxy shall be permitted.

2.09 Quorum; Required Votes; Approvals.

A majority of the appointed Directors shall constitute a quorum of the Board for the transaction of business except that less than a quorum or the Secretary may adjourn meetings of the Board from time-to-time. The affirmative votes of a majority of the appointed Directors shall be required to take any action by the Board, except, two-thirds vote (or such greater vote as required by state law) of the appointed Directors shall be required to take any action on the following:

- (a) Establish start-up contributions from Members;
- (b) Adopt a Funding Plan;

- (c) Subject to prior approval by the passage of an authorizing ordinance or other legally sufficient action by the affected jurisdiction, levy and collect, or cause to be collected, communication impact fees on new residential, commercial, and industrial development, as authorized by local, state, and federal law;
- (d) Change the designation of Treasurer or Auditor of the Authority;
- (e) Issue bonds or other forms of debt;
- (f) Adopt or amend the bylaws; and
- (g) Subject to prior approval by the passage of an authorizing ordinance or other legally sufficient action by the affected jurisdiction, exercise the power of eminent domain.

Article III - OFFICERS, EMPLOYEES AND ADVISORY COMMITTEES

3.01 Chairperson, Vice-Chairperson and Secretary.

For each fiscal year, the Board shall elect a Chairperson and Vice-Chairperson from among the Directors, and shall appoint a Secretary, who need not be a Director. In the event that the Chairperson, the Vice-Chairperson or Secretary so elected resigns from such office or his/her represented Member ceases to be a Member of the Authority, the resulting vacancy shall be filled at the next regular meeting of the Board held after such vacancy occurs or as soon as practicable thereafter. Succeeding officers shall perform the duties normal to said offices. The Chairperson shall sign all contracts on behalf of the Authority, and shall perform such other duties as may be imposed by the Board. In the absence of the Chairperson, the Vice-Chairperson shall sign contracts and perform all of the Chairperson's duties.

3.02 Treasurer.

The Treasurer and Tax Collector of the County of Los Angeles shall be the Treasurer of the Authority. To the extent permitted by the Act, the Board may change, by resolution, the Treasurer of the Authority.

The Treasurer shall be the depository, shall have custody of the accounts, funds and money of the Authority from whatever source, and shall have the duties and obligations set forth in the Act. For grants awarded to Members or third parties for use with the System, the Treasurer will work with the Member or third party to put in place appropriate fiscal controls to meet the grant requirements.

3.03 Auditor.

The Auditor-Controller of the County of Los Angeles shall be the Auditor of the Authority. To the extent permitted by the Act, the Board may change, by resolution, the Auditor of the Authority.

The Auditor shall perform the functions of auditor for the Authority and shall make or cause an independent annual audit of the accounts and records of the Authority by a certified public accountant, in compliance with the requirements of the Act and generally accepted auditing standards.

3.04 Bonding of Persons Having Access to Property.

Pursuant to the Act, the Board shall designate the public officer or officers or person or persons who have charge of, handle, or have access to any property of the Authority and shall require such public officer or officers or person or persons to file an official bond in an amount to be fixed by the Board.

3.05 Other Employees.

The Board shall have the power by resolution to appoint and employ such other officers, employees, consultants and independent contractors as may be necessary to carry-out the purpose of this Agreement.

3.06 Privileges and Immunities from Liability.

All of the privileges and immunities from liability, exemption from laws, ordinances and rules, all pension, relief, disability, workers' compensation and other benefits which apply to the activities of officers, agents or employees of a public agency when performing their respective functions shall apply to the officers, agents or employees of the Authority to the same degree and extent while engaged in the performance of any of the functions and other duties of such officers, agents or employees under this Agreement. None of the officers, agents or employees directly employed by the Board shall be deemed, by reason of their employment by the Board to be employed by the Members or by reason of their employment by the Board, to be subject to any of the requirements of the Members.

3.07 Advisory Committees.

The Board shall establish the following Advisory committees:

- (a) Operations Committee – The Operations Committee's primary purpose is to review and recommend to the Board operating policies and procedures that will ensure the System resources are used efficiently to meet the needs of all Members.
- (b) Technical Committee – The Technical Committee's primary purpose is to review and recommend to the Board policies and procedures related to System performance, maintenance and other technical issues.

(c) Finance Committee – The Finance Committee’s primary purpose is to review and recommend to the Board:

- (1) The Funding Plan;
- (2) A fiscal year budget; and
- (3) Financial policies and procedures to ensure equitable contributions by Members.

(d) Legislative Committee – The Legislative Committee’s primary purpose is to review and recommend to the Board a plan for securing funding from state and federal governments and to advise the Board on regulatory and legislative matters.

3.08 Membership of Advisory Committees.

Each Director shall appoint one voting member to each Advisory Committee.

3.09 Meetings of Advisory Committees.

All meetings of each Advisory Committee shall be held in accordance with the Ralph M. Brown Act. For the purposes of convening meetings and conducting business, unless otherwise provided in the bylaws, a majority of the members of the committee shall constitute a quorum for the transaction of business, except that less than a quorum or the secretary of each Advisory Committee may adjourn meetings from time-to-time. As soon as practicable, but no later than the time of posting, the Secretary of the Committee shall provide notice and the agenda to each Member, Director and Alternate Director.

3.10 Officers of Advisory Committees.

Unless otherwise determined by the Board, each Advisory Committee shall choose its officers, comprised of a Chairperson, a Vice-Chairperson and a Secretary.

Article IV - POWERS

4.01 General Powers.

The Authority shall have the powers common to the Members and which are necessary or convenient to the accomplishment of the purposes of this Agreement, subject to the restrictions set forth in Section 4.04. As provided in the Act, the Authority shall be a public entity separate from the Members.

4.02 Power to Issue Bonds.

The Authority shall have all of the powers provided in Articles 2 and 4 of Chapter 5, Division 7, Title 1 of the California Government Code, including the power to issue bonds thereunder.

4.03 Specific Powers.

The Authority is hereby authorized, in its own name, to perform all acts necessary for the exercise of the foregoing powers, including but not limited to, any or all of the following:

- (a) To make and enter into contracts, including but not limited to, agreements for the purpose of acquiring real and/or personal property, equipment, employment contracts and professional services agreements;
- (b) To make and enter into contracts with subscribers who desire to utilize the System for their primary radio communications and affiliates who desire to utilize the System only for mutual or automatic aid;
- (c) To acquire, construct, maintain, or operate telecommunications systems or service and to provide the equipment necessary to deliver public services therefrom;
- (d) To acquire, construct, manage, maintain or operate any building, works or improvements;
- (e) To acquire, hold, lease, or dispose of property;
- (f) To employ or engage contractors, agents, or employees;
- (g) To sue and be sued in its own name;
- (h) To apply for, receive and utilize grants and loans from federal, state or local governments or from any other available source in order to pursue the purposes of the Authority;
- (i) To issue bonds and to otherwise incur debts, liabilities and obligations, provided that no such bond, debt, liability or obligation shall constitute a debt, liability or obligation to the individual respective Members;
- (j) To invest any money in the treasury, pursuant to the Act, which is not required for the immediate necessities of the Authority, as the Authority determines is advisable, in the same manner and upon the same conditions as local agencies, pursuant to Section 53601 of the California Government Code; and
- (k) To promulgate, adopt, and enforce any rules and regulations, as may be necessary and proper to implement and effectuate the terms, provisions, and purposes of this Agreement.

4.04 Limitation on Exercise of Powers.

All common powers exercised by the Board shall be exercised in a manner consistent with, and subject to, the restrictions and limitations upon the exercise of such powers as are applicable to the County of Los Angeles, as may be amended from time to time.

4.05 Obligations of Authority.

The debts, liabilities and obligations of the Authority shall not be the debts, liabilities and obligations of the Members. In addition, pursuant to the Act, no Director shall be personally liable on the bonds or subject to any personal liability or accountability by reason of the issuance of bonds.

4.06 Additional Powers to be Exercised.

In addition to those powers common to each of the Members, the Authority shall have those powers that may be conferred upon it by subsequently enacted legislation.

Article V - CONTRIBUTIONS; ACCOUNTS AND REPORTS; FUNDS

5.01 Adoption of Funding Plan.

It is a critical goal of the Authority to develop a Funding Plan that identifies funding sources and mechanisms, including a development schedule and phasing plan, which will permit the maximum feasible participation by Members. The Funding Plan shall be descriptive as to the contributions required from Members.

Prior to committing resources for the construction of the System, a proposed Funding Plan as designated in Section 2.05(b)(2) shall be developed.

In order for the Funding Plan to be considered by the Members prior to its adoption, the Board shall distribute the proposed Funding Plan to Members pursuant to Section 7.01. The proposed Funding Plan shall be accompanied by a description of the System, and reports and studies to allow Members to determine the System capability, cost, financing and the effects on individual Members. The Board shall also designate a period, which shall be not less than 60 days, during which Members may provide comments to the Board regarding the proposed Funding Plan.

After the comment period has expired, the Board may:

- (a) Adopt the Funding plan as proposed;
- (b) Revise the Funding Plan to address some or all of the Member comments; or
- (c) Reconsider the Funding Plan at a later date.

Notice shall be given to Members pursuant to Section 7.01 within five days of adoption of the Funding Plan. The notice shall include a copy of the adopted Funding Plan. The Board shall also designate a period, which shall be not less than 35 days after the Funding Plan is adopted, during which Members may submit written notice of immediate withdrawal from the Authority. There will be no costs for any Member that withdraws from the Authority within this time period.

After the Funding Plan has been adopted, and until contracts are awarded to design and/or construct the System, if the Funding Plan is revised in a manner which will substantially increase the financial obligations of the Members, then any Member so affected will have a further right to withdraw within a period designated by the Board, which shall be not less than 45 days after the adoption of the Revised Funding Plan. There will be no costs for any Member that withdraws from the Authority within this time period, except for obligations incurred prior to the adoption of the Revised Funding Plan.

5.02 Contributions.

The Members may, in the appropriate circumstance, or when required hereunder:

- (a) Make contributions from their treasuries for the purposes set forth herein;
- (b) Make payments of public funds to defray the cost of such purposes;
- (c) Make advances of public funds for such purposes, such advances to be repaid as provided by written agreement; or
- (d) Use its personnel, equipment or property in lieu of other contributions or advances.

No Member shall be required to adopt any tax, assessment, fee or charge under any circumstances.

5.03 Accounts and Reports.

The Treasurer shall establish and maintain such funds and accounts as may be required by good accounting practice or by any provision of any trust agreement entered into with respect to the proceeds of any bonds issued by the Authority. The books and records of the Authority in the hands of the Treasurer shall be open to inspection at all reasonable times by duly appointed representatives of the Members. The Treasurer, within 180 days after the close of each fiscal year, shall give a complete written report of all financial activities for such fiscal year to the Members.

5.04 Funds.

The Treasurer shall receive, have custody of and/or disburse Authority funds in accordance with the laws applicable to public agencies and generally accepted

accounting practices, and shall make the disbursements required by this Agreement in order to carry out any of the purposes of this Agreement.

5.05 Sharing of Frequencies.

Members holding Federal Communication Commission (FCC) licenses to frequencies (“Licensee(s)”) shall authorize the Authority to share the use of such frequencies and/or radio stations. Such use shall be in accordance with the Code of Federal Regulations, (47 CFR 90.179).

Any authorization for the use of such license shall be made pursuant to a written agreement between the Member and Authority. Revoking such authorization requires Member to provide twelve (12) months advance written notice to the Authority unless otherwise identified in written agreement. Licenses shall remain primary to the Member holding the license. Only the Member is allowed to make any modifications to its license(s) on behalf of the Authority, and the Authority shall pay all associated fees.

5.06 Violations.

Payment of fines and penalties imposed for operational or equipment violations shall be the responsibility of the entity committing the violation. If the entity responsible for a violation is not the FCC Licensee, then the responsible entity shall pay forthwith any fines imposed upon the Licensee, as specified in the bylaws.

5.07 System Components.

The System is comprised of components that include physical plant, infrastructure, frequencies, user equipment, and dispatch center equipment (the “System Components”) as described in this Section 5.07. Members shall retain ownership of System Components that they contribute to construct or operate the System, unless otherwise agreed to in writing. The Authority shall retain ownership of System Components purchased by the Authority, unless otherwise agreed to in writing.

(a) **Physical Plant:** The Physical Plant includes the following: real estate, shelters, environmental controls, antenna support structures, power systems, security systems, and other site structures. The maintenance of the Physical Plant shall be in accordance with the requirements specified by the Authority and is the responsibility of the contributing Member, unless otherwise agreed to in writing.

(b) **Infrastructure:** Infrastructure includes the following: antenna systems, base station repeaters, diagnostic and alarm systems, microwave systems, backhaul systems, control equipment and all other related electronic equipment and software. The Authority is responsible for the operation and maintenance of Infrastructure.

(c) **Frequencies:** Frequencies are radio channels that have been licensed by the FCC in accordance with the Code of Federal Regulations. Licensees shall authorize

the Authority to share the use of such frequencies and/or radio stations subject to a separate frequency sharing agreement.

(d) **User Equipment:** User Equipment includes the following: mobile radios, portable radios, mobile data computers, radio data modems, control stations, and other related equipment. All User Equipment shall meet or exceed the minimum acceptable standards established by the Authority. In the event that any User Equipment is determined to be affecting the proper operation of the overall System as identified by the Authority, such User Equipment shall be immediately removed from service and shall not be returned to service until any deficiencies are resolved to the satisfaction of the Authority. The Authority shall maintain a list of User Equipment approved for operation on the System. Any changes to the User Equipment list shall be approved by the Authority. Such approval shall not be unreasonably withheld.

(e) **Dispatch Center Equipment:** Dispatch Center Equipment includes the following: dispatch consoles, logging recorders, system interfaces, and other ancillary equipment. The Authority shall maintain a list of Dispatch Center Equipment approved for operation on the System. Any changes to the Dispatch Center Equipment list shall be approved by the Authority. Such approval shall not be unreasonably withheld.

5.08 Adverse Impacts on System.

No Member, subscriber or affiliate shall take any action that adversely impacts the System. If the System is impacted by actions of a Member, subscriber or affiliate, the offending party shall take immediate action to return the System to its full operating state. The Authority, or its designee as set forth in the bylaws, shall make the sole determination of whether Member, subscriber or affiliate equipment or operations adversely impact the System.

Article VI - WITHDRAWAL AND TERMINATION

6.01 Withdrawal by Members.

After the periods referred to in Section 5.01, Members may withdraw from the Authority by giving notice as follows:

(a) Members who do not provide Infrastructure, Frequencies or Physical Plant to System shall provide to the Chairperson ninety (90) days advanced written notice of its intent to withdraw from the Authority;

(b) Members who provide Infrastructure, Frequencies or Physical Plant to System shall provide to the Chairperson twelve (12) months advanced written notice of its intent to withdraw from the Authority.

6.02 Financial Liabilities of Withdrawing Members.

Except as otherwise provided in Section 5.01:

(a) A withdrawing Member shall remain liable for all financial liabilities incurred during its membership in the Authority; however, the Member shall not be liable for any new financial liabilities incurred after submitting written notice to withdraw.

(b) The withdrawing Member must continue to pay its share of operating costs during the ninety day or twelve month period, as applicable, after submitting its written notice of the intent to withdraw.

(c) The Authority and the withdrawing Member may negotiate a buy-out agreement for early termination of membership to retire any ongoing financial obligations the Member shares with the Authority.

(d) If a withdrawing Member holds a seat on the Board, that Member's participation on the Board shall immediately cease when the written notice to withdraw is submitted.

6.03 Retention of Assets by Withdrawing Members.

Each Member shall hold its licenses and retain sole ownership of its licenses, including those authorized for use by the Member to the Authority. The licenses and any System Components provided by a Member to the Authority shall remain the sole asset of that Member unless otherwise negotiated. If requested by the Authority, the withdrawing Member shall consider options for the Authority's continued use of Member assets. Acceptance of any option is at the sole discretion of the withdrawing Member. In addition, the use by the Authority of the withdrawing Member's System Components shall be terminated upon the effective date of withdrawal (twelve months from initial notice), and such System Components shall remain the sole asset of the withdrawing Member, unless otherwise agreed. Such withdrawing Member shall have no interest or claim in any remaining assets of the Authority, the Board, or of any of the remaining Members.

6.04 Termination of Authority and Disposition of Authority Assets.

Upon termination of this Agreement and dissolution of the Authority by all Members, and after payment of all obligations of the Authority, the Board:

(a) May sell or liquidate Authority property; and

(b) Shall distribute assets, including real or personal property, in proportion to the contributions made by Members.

Any System Components provided by a Member to the Authority shall remain the asset of that Member and shall not be subject to distribution under this section.

Article VII - MISCELLANEOUS PROVISIONS

7.01 Notices.

Any notice required or permitted to be made hereunder shall be in writing and shall be delivered in the manner prescribed herein at the principal place of business of each party. The parties may give notice by:

- (a) Personal delivery;
- (b) E-mail;
- (c) U.S. Mail, first class postage prepaid;
- (d) "Certified" U.S. mail, postage prepaid, return receipt requested;
- (e) Facsimile; or
- (f) Any other method deemed appropriate by the Board.

At any time, by providing written notice to the other parties to this Agreement, any party may change the place, facsimile number or e-mail for giving notice. All written notices or correspondence sent in the described manner will be deemed given to a party on whichever date occurs earliest:

- (a) The date of personal delivery;
- (b) The third business day following deposit in the U.S. mail, when sent by "first class" mail;
- (c) The date on which the party or its agent either signed the return receipt or refused to accept delivery, as noted on the return receipt or other U.S. Postal Service form, when sent by "certified" mail; or
- (d) The date of transmission, when sent by e-mail or facsimile.

7.02 Amendment; Addition of Members.

(a) In addition to the original signatories to this Agreement, other public agencies may join the Authority as a Member, subject to the provisions of Section 1.03. The addition of any Member shall become effective upon:

- (1) The execution on behalf of such entity of a counterpart of this Agreement and the delivery of such executed counterpart to the Board; and
- (2) The adoption of a resolution of the Board admitting that agency to the Authority.

(b) This Agreement may only be amended by two-thirds of the Members, which must include the affirmative votes of the City of Los Angeles and the County of Los Angeles, evidenced by the execution of a written amendment to this Agreement. However, this Agreement shall not be amended, modified or otherwise revised, changed or rescinded, if such action would:

- (1) Materially and adversely affect either the rating of bonds issued by the Authority, or bondholders holding such bonds; or
- (2) Limit or reduce the obligations of the Members to make, in the aggregate, payments which are for the benefit of the owners of the bonds.

7.03 Fiscal Year.

The Authority's 12-month fiscal year shall be specified in the Authority's bylaws.

7.04 Consents and Approvals.

Any consents or approvals required under this Agreement shall not be unreasonably withheld.

7.05 Amendments to Act.

The provisions of the Act, as it may be amended from time to time, which are required to be included in this Agreement, are hereby incorporated into this Agreement by reference.

7.06 Enforcement of Authority.

The Authority is hereby authorized to take any or all legal or equitable actions, including but not limited to injunction and specific performance, necessary or permitted by law to enforce this Agreement.

7.07 Severability.

If any one or more of the terms, provisions, promises, covenants, or conditions of this Agreement were, to any extent, adjudged invalid, unenforceable, void, or voidable for

any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants, and conditions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

7.08 Successors.

This Agreement shall be binding upon and shall inure to the benefit of the successors of each Member.

7.09 Assignment.

No Member shall assign any rights or obligations under this Agreement without the prior written consent of the Board.

7.10 Governing Law.

This Agreement is made and to be performed in the County of Los Angeles, State of California, and as such California substantive and procedural law shall apply.

7.11 Headings.

The section headings herein are for convenience only and are not to be construed as modifying or governing the language of this Agreement.

7.12 Counterparts.

This Agreement may be executed in counterparts.

7.13 No Third Party Beneficiaries.

This Agreement and the obligations hereunder are not intended to benefit any party other than the Authority and its Members, except as expressly provided otherwise herein. No entity that is not a signatory to this Agreement shall have any rights or causes of action against any party to this Agreement as a result of that party's performance or non-performance under this Agreement, except as expressly provided otherwise herein.

7.14 Filing of Notice of Agreement.

Within 30 days after the Effective Date, or amendment thereto, the Secretary shall cause to be filed with the Secretary of State the notice of Agreement required by the Act.

7.15 Conflict of Interest Code.

The Board shall adopt a conflict of interest code as required by law.

7.16 Indemnification.

The Authority shall defend, indemnify and hold harmless each Member (and each Member's officers, agents, and employees) from any and all liability, including but not limited to claims, losses, suits, injuries, damages, costs and expenses (including

attorney's fees), arising from or as a result of any acts, errors or omissions of the Authority or its officers, agents or employees.

7.17 Dispute Resolution/Legal Proceedings.

Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the Members and/or the Authority.

IN WITNESS WHEREOF, each Member has caused this Agreement to be executed and attested by its proper officers thereunto duly authorized, its official seals to be hereto affixed, as follows:

**City of _____ Authorization
For Membership in the Los Angeles Regional Interoperability
Communications System Authority (LA-RICS)**

IN WITNESS WHEREOF, the City of _____, by order of its City Council, has caused this Joint Powers Agreement to be executed on its behalf by the Mayor, and attested by the City Clerk, as of the date so attested below.

CITY MANAGER

DATE

ATTEST:

CITY CLERK

DATE

The following entities are Members of the Los Angeles Regional Interoperable Communications System Authority:

1. Avalon
2. Azusa
3. Bell
4. Cerritos
5. Claremont
6. Compton
7. County of Los Angeles
8. Covina
9. Glendora
10. Hawaiian Gardens
11. Inglewood
12. Inglewood Unified SD
13. Irwindale
14. La Puente
15. La Verne
16. Lynwood
17. Maywood
18. Pasadena
19. Rancho Palos Verdes
20. San Fernando
21. Sierra Madre
22. Signal Hill
23. UCLA
24. West Covina

ATTACHMENT 2
The Los Angeles Interoperable Communications
System Authority (LA-RICS) Resolution

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
AUTHORIZING THE CITY MANAGER TO SIGN AN MOU REJOINING THE LOS
ANGELES RADIO INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS) VIA
JOINT POWERS AUTHORITY (JPA) FOR THE PURPOSE OF MAINTAINING
REGIONAL RADIO COMMUNICATIONS CAPABILITIES FOR THE SOUTH
PASADENA POLICE DEPARTMENT**

WHEREAS, the City of South Pasadena recognizes the need for a for a wide-area and interoperable communication system to better respond to regional crises and disaster related events; and,

WHEREAS, the Los Angeles Radio Interoperable Communications System (LA-RICS) via Joint Powers Authority (JPA); can provide quality regional radio communications capabilities; and,

WHEREAS, there has been sufficient information received by the City to warrant rejoining LA-RICS/JPA as the service provider of regional radio communications capabilities; and,

WHEREAS, LA-RICS/JPA has agreed to provide the regional radio communications capabilities services pursuant to an MOU Agreement, and to ultimately achieve LTE connectivity.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA HEREBY RESOLVE AS FOLLOWS:

SECTION 1: Pursuant to the City's authority under the Joint Exercise of Powers Act in California Government Code Section 6500 et. Seq., the Los Angeles Regional Interoperable Communications System Authority Joint Powers Agreement, attached hereto and incorporated herein, is approved thereby authorizing the City's membership in the Los Angeles Regional Interoperable Communication System Authority; and,

SECTION 2: The City Manager is authorized and directed to execute the JPA to effectuate the intent of this Resolution.

SECTION 3: This resolution is effective upon adoption; and,

SECTION 4: The Mayor is hereby authorized to affix his signature to this Resolution signifying its adoption and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

PASSED, APPROVED AND ADOPTED ON this XX day of XX, 2020.

Robert Joe, 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 XX day of XXX, 2020, by the following vote:

AYES:

NOES: None

ABSENT: None

ABSTAINED: None


Evelyn G. Zneimer, City Clerk
(seal)



City Council Agenda Report

ITEM NO. 13

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Joanna Hankamer, Director of Planning and Community Development
Ayla Jefferson, Building Official

SUBJECT: **Second Reading and Adoption of an Ordinance Adopting by Reference the 2020 Los Angeles County Building, Residential, Electrical, Mechanical, Plumbing and Existing Building Codes with certain amendments, additions and deletions thereto amending Chapter 9 Article 1 of the South Pasadena Municipal Code**

Recommendation Action

It is recommended that the Council read by title only for second reading and waive further reading of an ordinance adopting by reference and amending the 2020 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential and Existing Building Codes thereto amending Chapter 9 Article 1 of the South Pasadena Municipal Code.

Executive Summary

Every three years, the State adopts new codes (known collectively as the California Building Standards Code or "Title 24") to establish uniform standards for the construction and maintenance of buildings, electrical systems, plumbing systems, mechanical systems, and fire and life safety systems. Sections 17922, 17958 and 18941.5 of the California Health and Safety Code requires that the latest edition of the Title 24 be applied to local construction 180 days after publication by the state.

While State law requires local governments to enforce California Title 24, the law allows local governments to enact additional local amendments, but only where the Council can make a finding that these amendments are based on local climatic, geological, or topographical conditions.

The City of South Pasadena historically has adopted the Los Angeles County version of the codes (Title 24 plus Los Angeles County amendments) based on local conditions that include Santa Ana Winds, wildfires, and greater earthquake risk. Los Angeles County adopted their version of the code and amendments on November 26, 2019. Adoption of the Los Angeles

County Codes by the City ensures that the codes used by the City set the safest standard permitted by law; are consistent with codes throughout the region; and are readily available to architects, engineers, and contractors.

Background

On December 18, 2019, the City Council conducted a first reading and introduced the proposed ordinance. An analysis of the ordinance is included in the Staff Report dated December 18, 2019 (Attachment “2”).

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact as a result of this ordinance.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Proposed City Ordinance to adopt by reference and amend the 2020 Los Angeles County Building, Residential, Electrical, Plumbing, Mechanical and Existing Building Codes
2. Staff report dated December 18, 2019
3. *Findings and Los Angeles County Ordinance adopting and amending the 2019 California Codes and creating the 2020 Los Angeles County Codes

*Due to the size of the Los Angeles County Ordinance, one copy has been filed with the City Clerk for review. These documents can also be viewed at the following links:

Building Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141474.pdf>

Residential Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141479.pdf>

Electrical Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141477.pdf>

Plumbing Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141637.pdf>

Mechanical Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141478.pdf>

Existing Building Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141481.pdf>

California Codes can be viewed at <https://www.dgs.ca.gov/BSC/Codes>

ATTACHMENT 1
December 18 City Council Agenda Report

DATE: December 18, 2019

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Joanna Hankamer, Director of Planning and Community Development
Ayla Jefferson, Building Official

SUBJECT: **Adoption of Urgency and Regular Ordinances by reference of the 2020 Los Angeles County Building, Residential, Electrical, Mechanical, Plumbing and Existing Building Codes with certain amendments, additions and deletions thereto amending Chapter 9 Article 1 of the South Pasadena Municipal Code**

Recommendation Action

It is recommended that the Council:

1. Introduce for first reading by title only and waive further reading of an ordinance adopting by reference and amending the 2020 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential and Existing Building Codes; and
2. Schedule a public hearing on January 15, 2020 to consider adoption and second reading of the same ordinance.
3. Read by title only and waive further reading of an urgency ordinance adopting by reference and amending the 2020 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential and Existing Building Codes.

Title of the Ordinance to Read:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 9 ARTICLE I THEROF ADOPTING BY REFERENCE THE 2020 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), AND

EXISTING BUILDING CODE (TITLE 33) WITH CERTAIN AMENDMENTS,
ADDITIONS AND DELETIONS THERETO

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 9 ARTICLE I THEROF ADOPTING BY REFERENCE THE 2020 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), AND EXISTING BUILDING CODE (TITLE 33) WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

Executive Summary

Every three years, the State adopts new codes (known collectively as the California Building Standards Code or “Title 24”) to establish uniform standards for the construction and maintenance of buildings, electrical systems, plumbing systems, mechanical systems, and fire and life safety systems. Sections 17922, 17958 and 18941.5 of the California Health and Safety Code requires that the latest edition of the Title 24 be applied to local construction 180 days after publication by the state.

While State law requires local governments to enforce California Title 24, the law allows local governments to enact additional local amendments, but only where the Council can make a finding that these amendments are based on local climatic, geological, or topographical conditions.

The City of South Pasadena historically has adopted the Los Angeles County version of the codes (Title 24 plus Los Angeles County amendments) based on local conditions that include Santa Ana Winds, wildfires, and greater earthquake risk. Los Angeles County adopted their version of the code and amendments on November 26, 2019. Adoption of the Los Angeles County Codes by the City ensures that the codes used by the City set the safest standard permitted by law; are consistent with codes throughout the region; and are readily available to architects, engineers, and contractors.

Note: Two identical Ordinances are being brought before the City Council for 1st Reading. The Ordinances are identical in content. One Ordinance is by 'Urgency' and is to take effect January 1st, 2020. The Urgency Ordinance requires a four-fifths vote by the Council. The non-Urgency Ordinance will take effect 30 days after 2nd reading and adoption of the non-Urgency Ordinance. The need for the Ordinance adopting the County Codes by Urgency is due to the timing of Los Angeles County' adoption of their version on November 26, 2019 and the approaching deadline of January 1, 2020 for the City to begin enforcing Title 24 as required by state law.

Discussion/Analysis

In accordance with the California Health and Safety Code (commencing with §18935), the State of California adopts and publishes a series of construction codes that become California Title 24. The list of codes that currently make up Title 24 include the following:

- a. Building Code (Title 24, Part 2);
- b. Electrical Code (Title 24, Part 3);
- c. Mechanical Code (Title 24, Part 4);
- d. Plumbing Code (Title 24, Part 5);
- e. Energy Code (Title 24, Part 6);
- f. Historical Building Code (Title 24, Part 8);
- g. Fire Code (Title 24, Part 9);
- h. Existing Building Code (Title 24, Part 10);
- i. Green Building Code (Title 24, Part 11);

Publication dates can vary, but the State attempts to publish an updated version of Title 24 every three years on July 1. When published on July 1, then the most current version of Title 24 is required to be enforced by local jurisdictions starting January 1st of the following year. The State successfully published the 2019 version of Title 24 on July 1, 2019.

The codes published by the State are intended to set a minimum statewide code compliance standard. Local jurisdictions are never permitted to enforce a requirement that is less restrictive than Title 24. Local jurisdictions may enforce a more restrictive requirement, but only if the board or council for the local jurisdiction has made a finding that the more restrictive requirement is necessary based on a local climatic, topographic, or geologic condition.

Each 3-year code cycle, the City and County of Los Angeles work together to adopt a series of more restrictive requirements based on local conditions that include Santa Ana Winds, wildfires, and greater earthquake risk. The County Board of Supervisors then makes a finding based on documentation provided by County staff that justifies the more restrictive requirements as part of the current County Codes.

Since the 1990s the City of South Pasadena has adopted the Los Angeles County version of the Construction Codes. Adoption of the County Codes is done for the following reasons:

1. Adoption by the City ensures that the codes used by the City set the safest standard permitted by law;
2. The County Codes are used throughout the majority of Los Angeles County. (The City of Los Angeles publishes its own codes, but the technical requirements are the same as the County Codes, only the administration differs.);

3. The County Codes are readily available for purchase by architects, engineers, and contractors.

Because the City cannot adopt a code that doesn't legally exist, the challenge for every code adoption cycle is that the City must wait for the County to complete their code adoption cycle before the City can start its code adoption cycle. First reading of the County Codes was heard on November 5, and the second reading and adoption by the Board of Supervisors occurred at the meeting on November 26, 2019. Adoption of the County Ordinances created the 2020 Los Angeles County Codes.

At the last code adoption cycle, the administrative requirements were formally codified into the City Municipal Code. Since the administration rarely changes, the City only needs to adopt the chapters from each of the County Codes (Building, Residential, Electrical, Mechanical, Plumbing, and Existing Building) that contain technical requirements.

As identified at the very beginning of this section, two identical Ordinances are appearing before the Council. An Urgency Ordinance for code adoption is being done to ensure that the County Codes are in enforceable within the City effective January 1st, 2020. Because the need for an Urgency Ordinance can always be challenged, a non-Urgency Ordinance is also appearing before the Council. If the Urgency Ordinance were deemed invalid for any reason after January 1st, 2020, the non-Urgency Ordinance would still be in place (and will become effective 30 days after 2nd reading and adoption by the Council). This adoption approach insures that the City is able to enforce the most current County Codes without any interruption.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact as a result of this ordinance.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Proposed City Ordinance to adopt by reference and amend the 2020 Los Angeles County Building, Residential, Electrical, Plumbing, Mechanical and Existing Building Codes
2. Proposed City Urgency Ordinance to adopt by reference and amend the 2020 Los Angeles County Building, Residential, Electrical, Plumbing, Mechanical and Existing Building Codes
3. Findings and Los Angeles County Ordinance adopting and amending the 2019 California Codes and creating the 2020 Los Angeles County Codes

ATTACHMENT 2
Ordinance to Adopt by Reference and Amend the
2020 Los Angeles County Building, Residential,
Electrical, Plumbing, Mechanical and Existing
Building Codes

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 9 ARTICLE I THEREOF ADOPTING BY REFERENCE THE 2020 LOS ANGELES COUNTY BUILDING CODE (TITLE 26), ELECTRICAL CODE (TITLE 27), PLUMBING CODE (TITLE 28), MECHANICAL CODE (TITLE 29), RESIDENTIAL CODE (TITLE 30), AND EXISTING BUILDING CODE (TITLE 33) WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

WHEREAS, the 2019 California Building, Residential, Electrical, Mechanical, Plumbing, and Existing Building Codes have been published by the California Building Standards Commission; and

WHEREAS, the City of South Pasadena (City) is permitted by state law to amend the California Building, Residential, Electrical, Mechanical, Plumbing, and Existing Building Codes (Title 24, Parts 2, 2.5, 3, 4, 5, and 10) by adoption and amendment only prior to January 1, 2020; and

WHEREAS, the County of Los Angeles has adopted by reference and amended the 2019 California Building (Ordinance Number 19-7011), Electrical (Ordinance Number 19-7012), Plumbing (Ordinance Number 19-7024), Mechanical (Ordinance Number 19-7013), Residential (Ordinance Number 19-7014), Existing Building (Ordinance Number 19-7016); and

WHEREAS, the City finds that the amendments to the California Building, Residential, Electrical, Mechanical, Plumbing, and Existing Building Codes as adopted by the County of Los Angeles are necessary and appropriate for the City because of local climatic, geologic and/or topographic conditions; and

WHEREAS, the City finds that further amendments to the 2020 Los Angeles County Building, Residential, Electrical, Mechanical, Plumbing, and Existing Building Codes are necessary because of local climatic, geologic and/or topographic conditions; and

WHEREAS, the City is located within the County of Los Angeles, and the City Council believes that the findings made by the Los Angeles County Board of Supervisors are applicable to and consistent with the desire of the City to provide the most technically proficient and safe construction codes possible; and

WHEREAS, the Los Angeles County Building, Residential, Electrical, Mechanical, Plumbing and Existing Building Codes are used throughout the County of Los Angeles and a significant portion of the incorporated cities within the County of Los Angeles; and

WHEREAS, the Los Angeles County Codes are common, readily available for purchase, and well known to contractors, engineers, and architects, and

WHEREAS, in accordance with Section 15061(b)(3) of Title 14 of the California Code of Regulations, the adoption of local amendments to the California Building Standards Code which amend the South Pasadena Municipal Code are exempt from the provisions of the California Environmental Quality Act.

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

SECTION 1. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments”), Section 9.1.1 of the South Pasadena Municipal Code (SPMC) is amended to read as follow:

“9.1.1 2020 LOS ANGELES COUNTY CODE, TITLE 26, BUILDING CODE ADOPTED – WHERE FILED.

Chapters 2 through 35, 66, 67, 96, 98, 99 and Appendices I and J of Title 26, Los Angeles County Building Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Building Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein except as revised in this ordinance.

In accordance with Section 50022.6 of the California Government Code, not less than one copy of said Title 26 of the Los Angeles County Building Code together with any and all amendments thereto proposed by the City, has been and is now filed in the office of the Planning and Building Department, shall be remain on file with the Building Official, shall collectively be known as the *City of South Pasadena Building Code* and may be cited as Chapter 9, Article 1 Section 9.1 of the City of South Pasadena Municipal Code.”

SECTION 2. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments”), Section 9.1.2 (“City Specific Modifications”) of the South Pasadena Municipal Code (SPMC) is amended to read as follows:

“9.1.2 CITY SPECIFIC MODIFICATIONS

Chapters 9, 15, 33, 96, 99 and Appendix J of Title 26 of the 2020 Los Angeles County Code (the Los Angeles County Building Code), which adopts by reference and amends California Code of Regulations Title 24, Part 2 and Part 10 (the 2019 California Building Code) adopted by reference as the Building Code of the City, are hereby amended, deleted or added as follows:

1. Chapter 9 of the Building Code is deleted in its entirety and replaced with Chapter 9 of California Fire Code as adopted and amended by SPMC Chapter 14 Fire Prevention, Section 14.4, Fire Code Amended.
2. Section 1505.1.3 is amended in its entirety to read:
Section 1505.1.3 Roof Coverings. Except as permitted per SPMC Chapter 14 Fire Prevention, Section 14.1.2 Special provisions related to roof types, all roof covering of every structure shall be Class A.
3. A new Section 3301.3 is added to read:

3301.3 On-Site Fencing During Construction.

3301.3.1 General. A fence shall be provided any time grading, demolition, or construction work requiring a grading or building permit is performed. The fence shall totally enclose the perimeter of all property. Locking gates may be provided at any location.

Exceptions:

- 1) When approved by the building official, a fence need not enclose residential property when at least one dwelling is continuously occupied. Approval not to fence the property may be revoked in writing by the building official if the property is found to be unoccupied for any length of time. For the purposes of this exception, continuously occupied is not intended to imply that the occupants must be continuously present.
- 2) When approved by the building official, the fence may enclose areas other than the perimeter of the property.

3301.3.2 Fence Construction. The fence shall be 6 feet in height measured from adjacent grade on the exterior side of the fence, and constructed from chain link, lumber, masonry or other approved materials. The fence shall be self-supporting and shall not incorporate structures or fencing on adjacent property without written approval of the adjacent property owner.

3301.3.3 Duration of Fencing. The fence shall be erected prior to the start of any grading, demolition, or construction work and shall remain in place until the work for which a grading or building permit is required has been completed.

Exceptions:

- 1) All or portions of the fence may be removed daily during construction so long as the property is continuously occupied, and all portions of the removed fence are replaced prior to the property being unoccupied.
- 2) When approved by the building official, the fence may be removed prior to completion of the grading, demolition, or construction work, if the property is determined by the building official to no longer provide an unsafe or hazardous condition.

3301.3.4 Failure to Comply. If the property is found unfenced and the building official determines that an unsafe or hazardous condition exists, the City may take action to correct the noncomplying condition by providing the required fence. The building official may then issue a notice to stop work until all fees incurred by the City to properly fence the property have been recovered. If such fees have not been recovered by the City within 30 days, the City may take action to recover the costs in accordance with the requirements of the Code(s) having jurisdiction over any portion of the work.

4. Section 9605.1 is amended in its entirety to read:

9605.1 Time Limitations. The owner of each building within the scope of the 2020 Los Angeles County Building Code Chapter 96 shall, upon receipt of a Service Order and within the time limits set forth in this Ordinance, cause a structural analysis to be made of the building by a licensed civil engineer or architect. If the building does not comply with standards specified in this Chapter and Existing Building Code Appendix Chapter A1 of Part 10, Title 24 of the California Code of Regulations, then the owner shall cause the building to be structurally altered to conform to such standards or shall cause the building to be demolished.

No person shall make any exterior modification or demolish any structure listed on the City's Inventory of Cultural Resources without prior review by the Cultural Heritage Commission and issuance of a Certificate of Appropriateness pursuant to South Pasadena Municipal Code Section 2.64 or any successor regulation.

Where a Certificate of Appropriateness is required, no plans may be submitted to the Building Division for plan review, and no permits shall be issued for covered work without the required Certificate of Appropriateness.

1. **Compliance by Alteration.** Where the building owner intends to comply by structural alteration of the building found to be within the scope of this Ordinance, the owner shall complete the structural alteration work in accordance with the following time limits:
 - a. i) Within 120 calendar days of receipt of the Service Order, the building owner is required to provide documentation to the City from a California registered civil or structural engineer or licensed architect that their building is not an unreinforced masonry bearing wall building subject to the requirements of this Ordinance; or
 - a. ii) Within 120 calendar days of receipt of the Service Order, the building owner is required to select and contract with a California registered civil or structural engineer or licensed architect to prepare structural alteration plan in compliance with Chapter 96;
 - b. Within twelve (12) calendar months after service of the order, the building owner is required to submit plans to the Planning and Building Department for building plan check review of the proposed structural alteration work;
 - c. Within eighteen (18) months of receipt of the Service Order, the building owner is to obtain plan check approval of the structural alteration work that is to be performed;
 - d. Within twenty-one (21) months of receipt of the Service Order, the building owner is to obtain a permit and commence construction of the structural alteration work;
 - e. Within thirty (30) months of receipt of the Service Order, the building owner is to complete the structural alteration work, and to have the permit finalized by the Planning and Building Department.

2. **Compliance by Demolition.** Where the building owner intends to comply with the requirements of this ordinance by demolition, the owner shall comply with the following time limits:
 - a. i) Within 180 calendar days of receipt of the Service Order, the building owner is required to provide documentation to the City from a California registered civil or structural engineer that their building is not an unreinforced masonry bearing wall building subject to the requirements of this Ordinance; or

- a. ii) Within 180 days of receipt of the Service Order, notify the City of the intent to demolish the building, submit all required applications and pay all required fees associated with a request to demolish the building;
 - b. Within twelve (12) calendar months of receipt of the Service Order, obtain a demolition permit and commence demolition;
 - c. Within eighteen (18) calendar months of receipt of the Service Order, complete the demolition work.
- 5. Section 9605.2 is deleted in its entirety.
- 6. Section 9606.1 is amended in its entirety to read:

9606.1 Order-service. The Building Official shall issue an order as provided in this Section to the owner of each building within the scope of Chapter 96 of the Building Code.
- 7. Section 9606.2 is deleted in its entirety.
- 8. Section 9606.10 is amended in its entirety to read:

9606.10 (Other abatement procedures) The City shall have the unrestricted ability to enforce compliance with this ordinance by any means prescribed by the South Pasadena Municipal Code, the Building Code or other laws including, but not limited to, ordering the building vacated, termination of all utilities, and/or nuisance abatement including civil and/or criminal prosecution.
- 9. Table 96-B (Time Limits for Compliance) is deleted in its entirety.
- 10. Table 96-C (Extensions of Time and Service Priorities) is deleted in its entirety.
- 11. Section 9903.2 is amended to read:

9903.2 Any unfinished building or structure that has been in the course of construction for an unreasonable period of time, and where the appearance and other conditions of said unfinished building or structure are such that the unfinished structure substantially detracts from the appearance of the immediate neighborhood or reduces the value of property in the immediate neighborhood, or is otherwise a nuisance, shall be deemed and hereby is declared a substandard building.

For the purposes of this Section, an unreasonable period of time shall be defined as eighteen (18) months for residential construction or construction

located in a Residential Zone, and thirty-six (36) months for all other construction. For the purpose of the Section, residential construction shall also include detached garages and similar accessory structures that serve a residential structure or are located within a Residential Zone.

12. Section J103.5 is amended in its entirety to read:

J 103.5 Grading Fees. Fees shall be assessed in accordance with the provisions of this section. The amount of the fees shall be as specified in the fee resolution.

J 103.5.1 Plan Review Fees. When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. Separate plan review fees shall apply to retaining walls or major drainage structures as required elsewhere in any code. For excavation and fill on the same site, the fee shall be based on the total volume of earth handled of excavation and fill.

J 103.5.2 Permit Fees. A fee for each grading permit shall be paid to the Building Official at the time of issuance of the permit. Separate permits and fees shall apply to retaining walls or major drainage structures as required elsewhere in any code.

13. Section J 103.6 is amended in its entirety to read:

J 103.6 Compliance with Zoning Code. The building official may refuse to issue a grading permit for work on a site if either the proposed grading or the proposed land use for the site shown on the grading plan application does not comply with the provisions of “Planning and Zoning” of the SPMC.

14. Section J105.12 is amended in its entirety to read:

J105.12 Completion of work. Upon completion of the rough grading work and at the final completion of the work, the following reports and drawings and supplements thereto are required for engineered grading or when professional inspection is otherwise required by the Building Official:

1. A certification by the Field Engineer that to the best of his or her knowledge, the work within the Field Engineer’s area of responsibility was done in accordance with the final approved grading plan.
2. A report prepared by the Soils Engineer retained to provide such services in accordance with Section J105.4, including locations and elevations of field density tests, summaries of field and laboratory tests, other substantiating data, and comments on any changes made during grading

and their effect on the recommendations made in the approved soils engineering investigation report. The report shall include a certification by the Soils Engineer that to the best of his or her knowledge, the work within the Soils Engineer's area of responsibility is in accordance with the approved Soils Engineering report and applicable provisions of the Building Code. The report shall contain a finding regarding the safety of the completed grading and any proposed structures against hazard from landslide, settlement, or slippage.

3. A report prepared by the Engineering Geologist retained to provide such services in accordance with Section J105.5, including a final description of the geology of the site and any new information disclosed during the grading and the effect of such new information, if any, on the recommendations incorporated in the approved grading plan. The report shall contain a certification by the Engineering Geologist that, to the best of his or her knowledge, the work within the Engineering Geologist's area of responsibility is in accordance with the approved engineering geology report and applicable provisions of the Building Code. The report shall contain a finding regarding the safety of the completed grading and any proposed structures against hazard from landslide, settlement, or slippage. The report shall contain a final as-built geologic map and cross-sections depicting all the information collected prior to and during grading.
4. The grading contractor shall certify, on a form prescribed by the building official that the grading conforms to the approved plans and specifications."

SECTION 3. Chapter 9 ("Buildings"), Article 1 ("Code Adoption and Amendments), Section 9.2.1 ("Los Angeles County Code, Title 27, Electrical Code Adopted") of the South Pasadena Municipal Code (SPMC) is amended to read as follows;

"9.2.1 2020 LOS ANGELES COUNTY CODE, TITLE 27, ELECTRICAL CODE ADOPTED

Los Angeles County Electrical Code Article 90, Chapter 1 through 9, and Annexes A, B, C, D, E, F, G, H, I and J, Title 27, The 2019 Los Angeles County Electrical Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Electrical Code, except as otherwise provided in said Title 27, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022. 10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all the regulations, revisions, conditions and terms contained therein.

In accordance with California Government Code Section 50022.6, one copy of said Los Angeles County Electrical Code will remain on file with the building official within the planning and building department and shall be at all times maintained by the building official for use and examination by the public.”

SECTION 4. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments), Section 9.3.1 (“Los Angeles County Code, Title 28, Plumbing Code Adopted”) of the South Pasadena Municipal Code (SPMC) is amended to read as follows:

“9.3.1 2020 LOS ANGELES COUNTY CODE, TITLE 28, PLUMBING CODE ADOPTED

Los Angeles County Plumbing Code Chapter 2 through Chapter 17, and Appendices A,B, D, H, I and J, Title 28, the 2020 Los Angeles County Plumbing Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Plumbing Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained.

In accordance with California Government Code Section 50022.6, one copy of said Los Angeles County Plumbing Code will remain on file with the building official within the planning and building department and shall be at all times maintained by the building official for use and examination by the public.”

SECTION 5. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments), Section 9.4.1 (“Los Angeles Code Code, Title 29,Mechanical Code Adopted”) of the South Pasadena Municipal Code (SPMC) is amended to read as follows:

“9.4.1 2020 LOS ANGELES COUNTY CODE, TITLE 29, MECHANICAL CODE ADOPTED

Los Angeles County Mechanical Code Chapter 2 through Chapter 17 and Appendices B, C and D, Title 29, the 2020 Los Angeles County Mechanical Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Mechanical Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein.

In accordance with California Government Code Section 50022.6, one copy of said Los Angeles County Mechanical Code will remain on file with building official within the Planning and Building Department and shall be at all times maintained by the building official for use and examination by the public.”

SECTION 6. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments), Section 9.5.1 (Los Angeles County Code, Title 30, Residential Code Adopted”) of the South Pasadena Municipal Code (SPMC) is amended to read as follow

“9.5.1 2020 LOS ANGELES COUNTY CODE, TITLE 30, RESIDENTIAL CODE ADOPTED

Section 1206 (Sound Transmission) of Chapter 12, Chapters 67, 69, 96, 98, 99, and appendix J of Title 26 of the Los Angeles County Building Code are adopted by reference as amended by City Building Code (9.1) and incorporated in to this Section 9.5.1 as if fully set forth below and shall be known as Section 1206 (Sound Transmission) of Chapter 12, Chapters 67, 69, 96, 98, 99, and appendix J of the City Residential Code.

Chapters 2 through 10, 44 and Appendix H of Title 30, Los Angeles County Residential Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Residential Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein except that those certain sections thereof which are necessary to meet local conditions as hereinafter set forth in Section 9.5.2 of this Code are hereby repealed, added or amended to read as set forth therein.

In accordance with California Government Code Section 50022.6, one copy of said Los Angeles County Building Code will remain on file with the building official within the Planning and Building Department and shall be at all times maintained by the building official for use and examination by the public”

SECTION 7. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments), Section 9.5.2 (“City Specific Modifications”) of the South Pasadena Municipal Code (SPMC) is amended to read as follows:

“9.5.2 CITY SPECIFIC MODIFICATIONS

Chapter 3 of Title 30 of the Los Angeles County Code (the Los Angeles County Residential Code), which adopts by reference and amends California Code of Regulations Title 24, Part 2.5 (the 2019 California Residential Code) adopted by reference as the Residential Code of the City, are hereby amended, deleted or added as follows:

- a. Section R313 is deleted in its entirety and replaced with section 903 of the Chapter 9 Section 903 of California Fire Code as adopted and amended by SPMC Chapter 14 Fire Prevention, Section 14.4, Fire Code Amended.
- b. Section R902.2 is amended in its entirety to read:

R902.2 Roof Coverings in All Areas. Except as permitted per SPMC Chapter 14 Fire Prevention, Section 14.1.2 Special provisions related to roof types, all roof covering of every structure shall be Class A.”

SECTION 8. Chapter 9 (“Buildings”), Article 1 (“Code Adoption and Amendments), Section 9.6.1 (“Los Angeles County Code, Title 33, Existing Building Code Adopted”) of the South Pasadena Municipal Code (SPMC) is amended to read as follows:

“9.6.1 LOS ANGELES COUNTY CODE, TITLE 33, EXISTING BUILDING CODE ADOPTED

Los Angeles County Existing Building Code Chapter 2 through 4, 15, 16 and Appendix A, Chapter A1, A3, A4 and A5 of the Title 33, the 2020 Los Angeles County Existing Building Code, as amended and in effect on or before January 1, 2020, adopting the 2019 California Existing Building Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein.

In accordance with California Government Code Section 50022.6, one copy of said Los Angeles County Building Code will remain on file with the building official within the Planning and Building Department and shall be at all times maintained by the building official for use and examination by the public.”

SECTION 9. The adoption of the City Building Code, Electrical Code, Plumbing Code, Mechanical Code, Residential Code and Existing Building Code and the repeal, addition or amendment of ordinances by this Code shall not affect the following matters:

1. Actions and proceedings which began the effective date of this Code.
2. Prosecution for ordinance violations committed before the effective date of this Code.
3. Licenses and penalties due and unpaid at the effective date of this Code, and the collection of these licenses and penalties.
4. Bonds and cash deposits required to be posted, filed or deposited pursuant to any ordinance.
5. Matters of record which refer to or are connected with ordinances the substances of which are included in this code; these references shall be construed to apply to the corresponding provisions of the Code.

SECTION 10. The adoption of the City Building Code, Electrical Code, Plumbing Code, Mechanical Code, Residential Code and Existing Building Code and the repeal, addition or amendment of ordinances by this Code shall not affect the following matters:

1. General penalty; continuing violations. Every act prohibited or declared unlawful and every failure to perform an act required by this Code is a misdemeanor or an infraction as set forth in the said respective pertinent sections of this Code and any person causing or permitting a violation of any such section of said Code shall be subject to the penalties ascribed to each such section as set forth herein.
2. Violations including aiding, abetting, and concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Code is guilty of violating this Code.
3. Enforcement by civil action. In addition to the penalties provided herein, the said Code may be enforced by civil action. Any condition existing in violation of this Code is a public nuisance and may be summarily abated by the city.

SECTION 11. The City Council hereby declares that, should any provision, section, subsection, paragraph, sentence, clause, phrase, or word of this ordinance or any part thereof, be rendered or declared invalid or unconstitutional by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, such decision or action shall not affect the validity of the remaining section or portions of the ordinance or part thereof. The City Council hereby declares that it would have independently adopted the remaining provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words of this ordinance irrespective of the fact that any one or more provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words may be declared invalid or unconstitutional.

SECTION 12. This ordinance shall take effect thirty (30) days after its final passage by City Council, and within fifteen (15) days after its passage the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council, shall cause the same to be published in a newspaper in the manner required by law, and shall cause the same to be filed with the California Building Standards Commission at 2525 Natomas Park Drive, Suite 130, Sacramento, CA 95833.

PASSED, APPROVED, AND ADOPTED this 5th day of February 2020.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk

Teresa L. Highsmith, City Attorney

(seal)

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of February 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 3

Findings and Los Angeles County Ordinance adopting and amending the 2019 California Codes and creating the 2020 Los Angeles County Codes

Due to the size of the Los Angeles County Ordinance, one copy has been filed with the City Clerk for review.

These documents can also be viewed at the following links:

Building Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141474.pdf>

Residential Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141479.pdf>

Electrical Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141477.pdf>

Plumbing Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141637.pdf>

Mechanical Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141478.pdf>

Existing Building Code <http://file.lacounty.gov/SDSInter/bos/supdocs/141481.pdf>

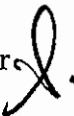
California Codes can be viewed at <https://www.dgs.ca.gov/BSC/Codes>



City Council Agenda Report

ITEM NO. 14

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Paul Riddle, Fire Chief

SUBJECT: **Second Reading and Adoption of an Ordinance Adopting by Reference the 2019 California Fire Code with Certain Amendments, Additions, and Deletions thereto Chapter 14 of the South Pasadena Municipal Code**

Recommendation

It is recommended that the City Council read by title only and waive further reading of an ordinance adopting by reference and amending the 2019 California Fire Code (CFC).

Discussion/Analysis

Every three years, the State adopts new codes (known collectively as the California Building Standards Code or "Title 24") to establish uniform standards for the construction and maintenance of buildings, electrical systems, plumbing systems, mechanical systems, and fire and life safety systems. While State law requires local governments to enforce California Title 24, the law allows local governments to enact additional local amendments, but only where the Council can make a finding that these amendments are based on local climatic, geological, or topographical conditions. These findings are identified in the attached ordinance and include such conditions as the City's close proximity to major fault lines, the fact that the City is subject to long periods of dry, hot, and windy conditions and the fact that the City's water system is directly affected by the topographical layout of the City.

Background

On January 15, 2020, the City Council approved an Urgency Ordinance adopting the 2019 CFC by reference with certain amendments, additions, and deletions. During the same action, the City Council also conducted a first reading and introduced a non-Urgency Ordinance that will take effect 30 days after the 2nd reading and adoption of the non-urgency ordinance. The City Council approved the non-Urgency Ordinance with the following revisions:

- The language in section 14.1.1 be revised to read, "High Fire Risk Area is defined as those properties located south of Monterey Road, extending to the City boarder, and West of Meridian Avenue, extending to the City boarder."

- A map outlining the High Fire Risk Area will be included in Chapter 14.

The identified revisions are included in the attached non-Urgency Ordinance.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact associated with the adoption of the CFC, 2019 edition.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Proposed City Ordinance to adopt by reference and amend the 2019 California Fire Code
2. Staff Report dated January 15, 2020
3. Exhibit B: Express Findings as Required
Due to the size of the 2019 California Fire Code, one copy has been filed with the City Clerk for review. The document can also be viewed at the following link:
California Codes can be viewed at <https://www.dgs.ca.gov/BSC/Codes>
4. Map of High Fire Area

ATTACHMENT 1
Ordinance to adopt by reference and amend the 2019
California Fire Code Code

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 14 (FIRE PREVENTION) THEROF ADOPTING BY REFERENCE THE 2019 CALIFORNIA CODE WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

WHEREAS, the 2019 California Fire Code, has been published by the International Code Council (2018 International Fire Code), and the California Building Standards Commission; and

WHEREAS, the City may amend the provisions of the California Code of Regulations Title 24 provided express findings for each amendment, addition or deletion is made based upon climatic, topographical, or geological conditions; and

WHEREAS, the City shall file the amendments, additions, or deletions with California Building Standards Commission; and

WHEREAS, the City is located in the County of Los Angeles, and is subject to long periods of dry, hot, and windy climates, which increase the chance of a fire occurring and predispose the City to large destructive fires. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in moderate density housing or vegetation. These fires spread very quickly and create a need for increased levels for fire prevention and protection; and

WHEREAS, the geographic layout and contours of the City create barriers for accessibility for fire suppression forces. Due to the City's close proximity to major fault lines; there is a significant possibility for multiple fires spreading out of control due to ruptured gas lines and multiple structural collapses. Because of the major earthquake hazard, and due to some older nonconforming buildings, it is necessary during new construction or building renovation to use the City ordinance to control and minimize conditions hazardous to life and property, which may result from fire, hazardous materials or an explosion; and

WHEREAS, the water supply (domestic and fire flow) system within the City is directly affected by the topographical layout of City. The distribution system consists of high-low pressure and gravity systems zones, which carry the water from various reservoirs and storage tanks to different zones via water pipes. These street mains consist of high-pressure lines and low-pressure lines where the pressure and flows are adequate in most of the areas of the City. This variation of pressure causes major problems to development, as well as fire suppression operations. The southwest quadrant of South Pasadena has been designated as a High Fire Hazard Area as provided by state law; and

WHEREAS, the findings supporting the necessity for the amendments to building standards herein are contained in Exhibit B to this ordinance in accordance with California Health and Safety Code Section 18941.5, and are incorporated by reference Herein; and

WHEREAS, in accordance with Section 15061(b)(3) of Title 14 of the California Code of Regulations, the adoption of local amendments to the California Building Standards Code, and amending the South Pasadena Municipal Code, are exempt from the provisions of the California Environmental Quality Act.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City of South Pasadena Municipal Code is hereby amended by repealing Chapter 14 (Fire Prevention) and substituting new Chapter 14 (Fire Prevention) in lieu thereof as set forth in this ordinance.

SECTION 2. The City Council hereby declares that, should any provision, section, subsection, paragraph, sentence, clause, phrase, or word of this ordinance or any part thereof, be rendered or declared invalid or unconstitutional by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, such decision or action shall not affect the validity of the remaining section or portions of the ordinance or part thereof. The City Council hereby declares that it would have independently adopted the remaining provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words of this ordinance irrespective of the fact that any one or more provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words may be declared invalid or unconstitutional.

SECTION 3. This ordinance shall take effect on January 15, 2020, and within fifteen (15) days after its passage the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council, shall cause the same to be published in a newspaper in the manner required by law, and shall cause the same to be filed with the California Building Standards Commission at 2525 Natomas Park Drive, Suite 130, Sacramento, CA 95833.

CHAPTER 14
FIRE PREVENTION

- 14.1 HIGH FIRE RISK AREA AND SPECIAL PROVISIONS RELATED TO ROOF TYPES**
- 14.2 FIREWORKS-PROHIBITED**
- 14.3 FIRECODE ADOPTED – WHERE FILED**
- 14.4 FIRE CODE – MODIFIED**
- 14.5 EFFECT OF ADOPTION**
- 14.6 PENALTY, VIOLATIONS**

14.1 HIGH RISK FIRE AREA AND SPECIAL PROVISIONS RELATED TO ROOF TYPES.

14.1.1 High Risk Fire Area: High Risk Fire Area is defined as those properties located South of Monterey Road, extending to the City boarder, and West of Meridian Avenue, extending to the City boarder.

14.1.2 Special provisions related to roof types. Except as permitted below, roof covering assemblies shall be Class A.

The following exceptions shall only apply to structures not located within the High Risk Fire Area as defined in section **14.1.1**:

Exceptions:

1. Replacements, within any 12-month period of time that are not more than twenty-five percent (25%) of the total roof area of any individual structure shall be not less than Class C;
2. Replacements, within any 12-month period of time that are not more than fifty percent (50%) of the total roof area of any individual structure shall be not less than Class B;
3. Entirely noncombustible roof assemblies of masonry or concrete construction;
4. Clay or concrete roof tile installed on an entirely noncombustible substructure;
5. Roof assemblies of ferrous or copper shingles or sheets installed on an entirely noncombustible substructure;
6. Where the Fire Chief makes a written finding that a less fire resistive roof covering is permissible based on existing conditions;

In no case shall any roof covering be less fire resistive than required by Chapter 15 of the current South Pasadena Building Code or Chapter 9 of the current South Pasadena Residential Code.

14.2 FIREWORKS- PROHIBITED

The manufacturing, possession, storage, sale, use and handling of all fireworks, including without limitation, “Safe and Sane” fireworks, is prohibited.

Exception: Fire Official is authorized to permit special events pyrotechnics with Fire Department supervision when the event permitted by the City.

14.3 FIRECODE ADOPTED – WHERE FILED

Chapters 1 through 80 and Section 503 of the Chapter 5 and Appendices Chapter 4, B, BB, C, CC,D, H, I, K, N of 2019 California Fire Code, Title 24 Part 9 of California Code of Regulations, as published by the California Building Standards Commission are hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein except that those certain sections thereof which are necessary to meet local conditions as hereinafter set forth in Section 14.4 of this Code are hereby repealed, added or amended to read as set forth therein.

In accordance with Section 50022.6 of the California Government Code, not less than one copy of said Title 24 Part 9 of the California Code of Regulations together with any and all amendments thereto proposed by the City of South Pasadena, has been and is now filed in the office of the Fire Chief and shall be remain on file with the Fire Chief, shall collectively be known as the *City of South Pasadena Fire Code* and may be cited as Chapter 14 of the South Pasadena Municipal Code.

14.4 FIRE CODE – MODIFIED

Chapters 1, 6 and 9 of Title 24, Part 9 of the California Code of Regulations (2019 California Fire Code) adopted by reference as the Fire Code of the City of South Pasadena are hereby amended, deleted or added as follow:

1. Section 101.1 is amended in its entirety to read:

101.1 Title. These regulations adopted by reference and amended as in Section 14.3 and 14.4 shall be known as the Fire Code of City of South Pasadena, hereinafter referred to as “this code.”

2. Section 104.6 is deleted in its entirety.

3. Section 105.2.3 is amended in its entirety to read:

105.2.3 Time limitation of application. An application for a permit for any proposed work or operation shall be deemed to have been abandoned one year after the date of filing, unless such application has been diligently prosecuted or a permit shall have been issued.

4. Section 105.2.4 is amended in its entirety to read:

105.2.4 Action on application. When requested in writing by the applicant prior to or not more than 90 days after the expiration of application, the fire official may extend the time for action by the applicant. The time for action by the applicant shall not be extended beyond the effective date of a more current Code.

5. Section 105.3.1 is amended in its entirety to read:

105.3.1 Expiration. An operational permit shall remain in effect until reissued, renewed or revoked, or for such a period of time as specified in the permit. Construction permits issued by the fire official under the provisions of this Code shall expire automatically by limitation and become null and void one year after the date of the last required inspection approval by the fire official, or if work authorized by such permit is not commenced within one year from the issuance date of such permit. Before such work can be commenced or recommenced, a new permit shall be first obtained. Supplementary permit(s) shall not expire so long as the associated building permit remains active.

6. Section 105.3.2 is deleted in its entirety.

7. Section 105.4.6 is deleted in its entirety.

8. Section 105.6.14 is deleted in its entirety.

9. Section 105.7.21 is deleted in its entirety.

10. Section 106.1 is amended in its entirety to read:

106.1 Fees. Plan review fees and permit fees shall be as adopted by separate resolution and/or ordinance. Plan review fees shall be paid at the time of plan review submittal. In addition to the aforementioned fees, the fire code official may require additional charges for review required by changes, additions or revisions of approved plans or reports, and for services beyond the first and second check due to changes, omissions or errors the part of the applicant. Permit fees shall be paid at the time of permit issuance.

11. A new section 109.4 added to read:

109.4 Board of Appeals Fees. A filing fee established by separate fee resolution or ordinance shall be paid to the fire official whenever a person requests a hearing or a

rehearing before the appeals boards provided for in this section. All requests to appeal determinations, orders or actions of the fire official or to seek modifications of previous orders of the appeals boards shall be presented in writing.

12. A new section 109.5 added to read:

109.5 Any aggrieved party may appeal any of the following decisions of the fire code official no later than 60 calendar days from the date of action being appealed:

1. Disapproval of any application.
2. Refusal to grant any permit applied for when it is claimed that the provisions of this code do not apply.
3. Interpretation of this code.
4. Determination of suitability of alternate materials or types of construction or methods.

13. Section 110.4 is amended in its entirety to read:

110.4. **Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than five hundred (\$500.00) dollars or by imprisonment not exceeding six (6) months, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

14. Section 112.4 is amended in its entirety to read:

112.4 **Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, be liable to a fine of not less than five hundred (\$500.00) dollars or more than one thousand (\$1,000.00) dollars.

15. A new section 114 added to read:

114 **Definitions.** In additions to the definitions specified in Chapter 2 of this Code, the following certain terms, phrases, words and their derivatives shall be construed as specified in this section. Terms, phrases and words used in the masculine gender include the feminine and the feminine the masculine. In the event of conflicts between these definitions and definitions that appear elsewhere in this Code, these definitions shall govern and be applicable.

BUILDING CODE shall mean the City of South Pasadena Building Code.

ELECTRICAL CODE shall mean the City of South Pasadena Electrical Code.

FIRE CHIEF shall mean the Chief Officer of the City of South Pasadena Fire Department.

FIRE CODE shall mean the California Code of Regulations Title 24, Part 9, as adopted and amended by the City of South Pasadena, depending on the context.

FIRE CODE OFFICIAL shall mean the Fire Chief or other member of the fire service appointed by the Fire Chief, charged with the administration and enforcement of this Code.

MECHANICAL CODE shall mean the City of South Pasadena Mechanical Code.

PLUMBING CODE shall mean the City of South Pasadena Plumbing Code.

RESIDENTIAL CODE shall mean the City of South Pasadena Residential Code.

16. Section 603.8.2 is amended in its entirety to read:

603.8.2 Spark Arrestor. Each chimney and incinerator in conjunction with any fireplace or heating appliance in which solid or liquid fuel is used shall be maintained with an approved spark arrestor having openings not larger than one-half inch and constructed of iron, heavy wire mesh or other noncombustible material.

17. Section 903.2.1.1 Group A-1, Item number 1 is amended in its entirety to read:

The fire area exceeds 6,000 square feet

18. Section 903.2.1.2 Group A-2, Item number 1 is amended in its entirety to read:

The fire area exceeds 2,250 square feet

19. Section 903.2.1.3 Group A-3, Item number 1 is amended in its entirety to read:

The fire area exceeds 6,000 square feet

20. Section 903.2.1.4 Group A-4, Item number 1 is amended in its entirety to read:

The fire area exceeds 6,000 square feet

21. Section 903.2.3 Group E, Item number 1 is amended in its entirety to read:

Throughout all Group E fire areas greater than 6,000 square feet in fire area or with a calculated occupant load of 100 persons.

22. Section 903.2.4 Group F-1, Item number 1 is amended in its entirety to read:

A Group F-1 fire area exceeds 6,000 square feet.

23. Section 903.2.4 Group F-1, Item number 3 is amended in its entirety to read:

The combined area of all Group F-1 fire areas on all floors including any mezzanines, exceeds 12,000 square feet.

24. Section 903.2.7 Group M, Item number 1 is amended in its entirety to read:

Group M fire area exceeds 6,000 square feet.

25. Section 903.2.7 Group M, Item number 3 is amended in its entirety to read:

The combined area of all Group M fire areas on all floors including any mezzanines, exceeds 12,000 square feet.

26. Section 903.2.8 Group R, Exception, Numbers 1 through 4 are deleted.

27. Section 903.2.9 Group S-1, Item number 1 is amended in its entirety to read:

A Group S-1 fire area exceeds 6,000 square feet.

28. Section 903.2.9 Group S-1, Item number 3 is amended in its entirety to read:

The combined area of all Group S-1 fire areas on all floors including any mezzanines exceeds 12,000 square feet.

29. Section 903.2.9.1 Repair Garages, Item number 1 is amended in its entirety to read:

Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.

30. Section 903.2.9.1 Repair Garages, Item number 2 is amended in its entirety to read:

Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 6,000 square feet.

31. A new section 903.2.11.7 added to read:

Buildings three or more stories in height. Regardless of occupancy type, an automatic sprinkler system shall be installed throughout all buildings or structures, three or more stories in height above grade plane.

Exceptions:

1. Open parking structures.

32. A new section 903.2.11.8 added to read:

Structures exceeding 6,000 square feet in fire area. Regardless of occupancy type, an automatic sprinkler system shall be installed throughout all buildings or structures, exceeding 6,000 square feet in total fire area.

Exception: Open parking structures.

33. A new section 903.2.11.9 added to read:

Additions and alterations. All existing buildings and structures, regardless of the type of construction, type of occupancy or area, shall be provided with an automatic sprinkler system conforming to Section 903.3 and this code upon the occurrence of any of the following conditions:

1. An addition of over 750 square feet to any building or structure which creates a fire area large enough that if the existing building or structure plus proposed work were being built new today, an automatic sprinkler system would be required under this code;
2. Any addition to an existing building which has fire sprinklers installed.
3. Within any twelve (12) calendar month period of time, any alteration, including repairs, to any existing building or structure, where the valuation of the proposed work exceeds fifty percent (50%) of the valuation of the entire building or structure, as determined by the Building Official, and where such alteration, including repairs, creates or alters a fire area large enough that if the existing building or structure were being built new today, an automatic sprinkler system would be required by this code.
4. Within any twelve (12) calendar month period of time, combination of any addition and alteration to any existing building or structure where the valuation of the proposed work exceeds fifty percent (50%) of the valuation of the entire building or structure, as determined by the Building Official, and where such addition and alteration creates or alters a fire area large enough that if the existing building or structure were being built new today, an automatic sprinkler system would be required by this code.

5. An automatic sprinkler system shall be installed throughout any existing Group R Occupancy building when the floor area of the Alteration or Combination of an Addition and Alteration, within any twelve (12) calendar month, is 50% or more of area and or valuation of the existing structure and where the scope of the work exposes building framing and facilitates sprinkler installation and is such that the Fire Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

34. Section 907.2 is amended in its entirety to read:

907.2 Where required—new buildings and structures. An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.5, unless other requirements are provided by another section of this code.

Regardless of the Occupancy Group an approved manual, automatic or manual and automatic fire alarm system complying with Sections 907.2.1 through 907.2.29 shall be provided in all new buildings with a fire area exceeding 3,000 square feet and where other sections of this code allow elimination of fire alarm system, such exceptions shall not apply.

A minimum of one manual fire alarm box shall be provided in an approved location to initiate a fire alarm signal for fire alarm systems employing automatic fire detectors or water-flow detection devices. Where other sections of this code allow elimination of fire alarm boxes due to sprinklers or automatic fire alarm systems, a single fire alarm box shall be installed at a location approved by the enforcing agency

Exceptions:

1. The manual fire alarm box is not required for fire alarm control units dedicated to elevator recall control, supervisory service and fire sprinkler monitoring.
2. The manual fire alarm box is not required for Group R-2 occupancies unless required by the fire code official to provide a means for fire watch personnel to initiate an alarm during a sprinkler system impairment event. Where provided, the manual fire alarm box shall not be located in an area that is accessible to the public.
3. The manual fire alarm box is not required to be installed when approved by the fire code official.

14.5 EFFECT OF ADOPTION

The adoption of the City Fire Code and the repeal, addition or amendment of ordinances by this code shall not affect the following matters:

1. Actions and proceedings which began the effective date of this code.
2. Prosecution for ordinance violations committed before the effective date of this code.
3. Licenses and penalties due and unpaid at the effective date of this code, and the collection of these licenses and penalties.
4. Bonds and cash deposits required to be posted, filed or deposited pursuant to any ordinance.
5. Matters of record which refer to or are connected with ordinances the substances of which are included in this code; these references shall be construed to apply to the corresponding provisions of the code.

14.6 PENALTY; VIOLATIONS

1. General penalty; continuing violations. Every act prohibited or declared unlawful and every failure to perform an act required by this code is a misdemeanor or an infraction as set forth in the said respective pertinent sections of this code and any person causing or permitting a violation of any such section of said code shall be subject to the penalties ascribed to each such section as set forth herein.
2. Violations including aiding, abetting, and concealing. Every person who causes, aids, abets or conceals the fact of a violation of this code is guilty of violating this code.
3. Enforcement by civil action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the city.

PASSED, APPROVED, AND ADOPTED this 5th day of February, 2020.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of February, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT “B”

EXPRESS FINDINGS AS REQUIRED 1.1.8

CODE SECTION	CONDITION	EXPRESS FINDINGS
Chapter I Division II	ADMINISTRATIVE	N/A
603.8.2 Spark Arrestor	CLIMATIC	Due to City’s densely populated municipality located in the County of Los Angeles and is subject to long periods of dry, hot climate and exposed to Santa Ana winds which increase the possibility of fire occurring
Section 903.2.1.1 Group A-1 Item No. 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.1.2 Group A-2 Item No. 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.1.3 Group A-3 Item No. 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.1.4 Group A-4 Item No. 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers

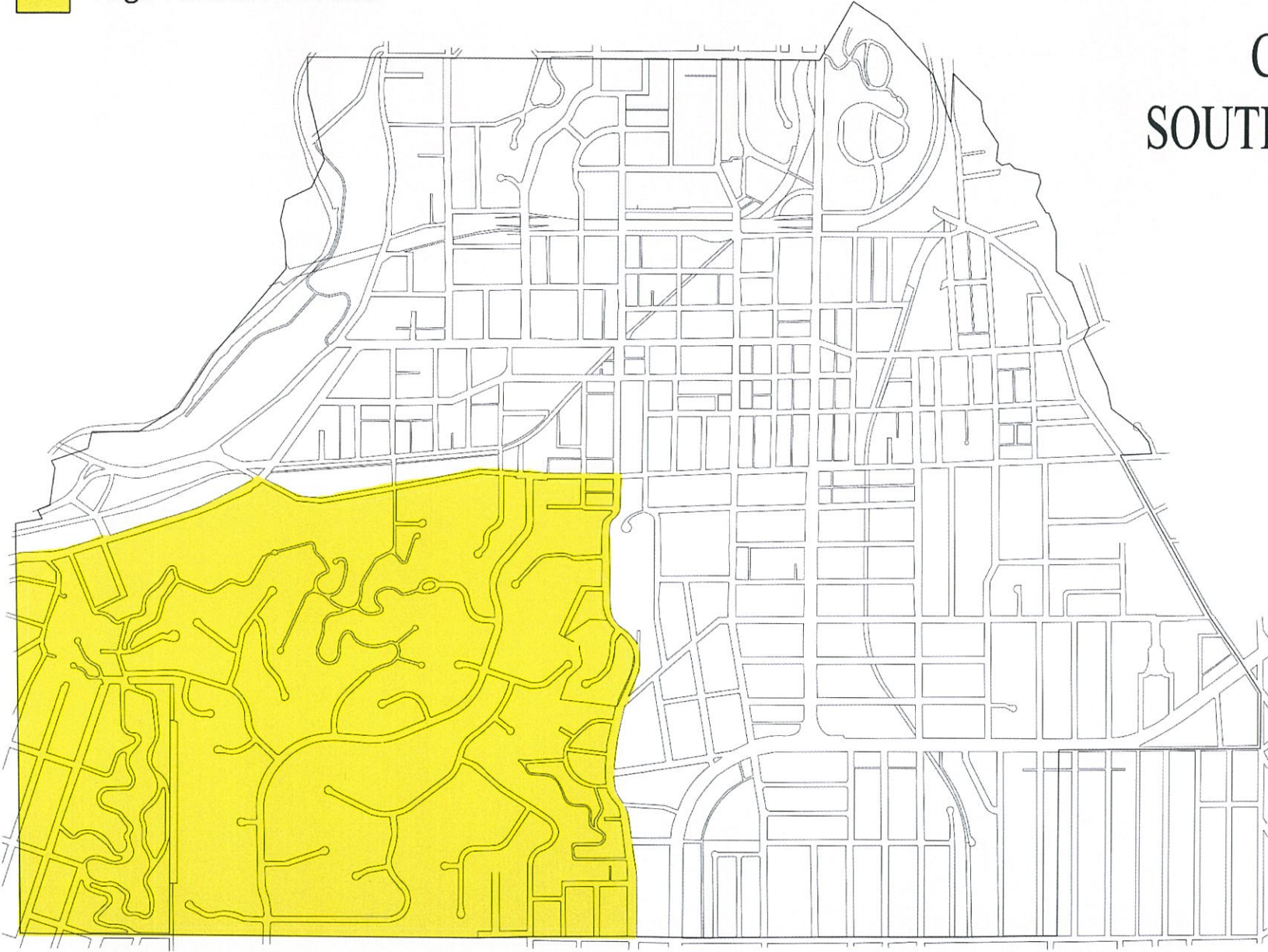
		will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.3 Group E Item number 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.4 Group F-1 Item number 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.4 Group F-1 Item number 3	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.7 Group M Item number 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.7 Group M Item number 3	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached

		the flashover temperature, which causes loss of life and property damage.
Section 903.2.8 Group R. Exception Numbers 1 through 4	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.9 Group S-1 Item number 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.9 Group S-1 Item number 3	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.9.1 Repair Garages Item number 1	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 903.2.9.1 Repair Garages Item number 2	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached

		the flashover temperature, which causes loss of life and property damage.
A new section 903.2.11.7	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
A new section 903.2.11.8	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
A new section 903.2.11.9	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. Fire sprinklers will control a small fire before it reached the flashover temperature, which causes loss of life and property damage.
Section 907.2	CLIMATIC/GEOGRAPHIC TOPOGRAPHICAL	The City of South Pasadena is a densely populated municipality, located in the County of Los Angeles with some hillside developments and is subject to long period of dry, hot climate, which increase the chance of a fire occurring. South Pasadena topography includes significant hillside with narrow and winding access which makes timely response by fire suppression vehicles difficult. alarm system in place may decrease the time of response before a small fire reaches the flashover temperature which causes loss of life and property damage.

High Hazard Fire Area

CITY OF SOUTH PASADENA



ATTACHMENT 2
Staff Report dated January 15, 2020

DATE: January 15, 2020
FROM: Stephanie DeWolfe, City Manager
PREPARED BY: Paul Riddle, Fire Chief
SUBJECT: **Adoption of Urgency and Regular Ordinance by Reference of the 2019 California Fire Code with Certain Amendments, Additions, and Deletions thereto Chapter 14 of the South Pasadena Municipal Code**

Recommendation

It is recommended that the City Council:

1. Introduce for first reading by title only and waive further reading of an ordinance adopting by reference and amending the 2019 California Fire Code; and
2. Schedule a public hearing on February 5, 2020 to consider adoption and second reading of the same ordinance; and
3. Read by title only and waive further reading of an urgency ordinance adopting by reference and amending the 2019 California Fire Code.

Title of the Ordinance to Read:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 14 (FIRE PREVENTION) THEROF ADOPTING BY REFERENCE THE 2019 CALIFORNIA FIRE CODE WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS; AMENDING THE CITY OF SOUTH PASADENA MUNICIPAL CODE BY MODIFYING CHAPTER 14 (FIRE PREVENTION) THEROF ADOPTING BY REFERENCE THE 2019 CALIFORNIA CODE WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO

Discussion/Analysis

The 2019 California Fire Code (CFC) is Part 9 of the official triennial compilation and publication of the adoptions, amendments and repeal of administrative regulations to California Code of Regulations (CCR), Title 24, also referred to as California Building Standards Code (CBSC). This Part is known as the CFC and incorporates, by adoption, the 2018 edition of the International Fire Code (IFC) of the International Code Council (ICC) with the California Amendments. As of January 1, 2020, the CFC, 2019 edition, will be the standard adopted by the State of California. This code book meets the needs of the City of South Pasadena except in the areas where the International Wildland-Urban Interface Code Book, and the SPMC are required to make the laws more stringent and better serve our community based on the City's climate, geographical, and topographical needs.

A City, and/or County may establish more restrictive building standards reasonably necessary because of local climatic, geological, or topographical conditions. Findings of the local condition(s) and the adopted local buildings standard(s) must be filed with the California Building Standards Commission to become effective and may not be effective sooner than the effective date of this edition of CBSC. Local building standards that were adopted and applicable to previous editions of the CBSC do not apply to this edition without appropriate adoption and required filing.

The CBSC is published in its entirety every three years by order of the California Legislature, with supplements published in intervening years. The California Legislature delegated authority to various state agencies, boards, commissions and departments to create buildings regulations to implement the state's statutes. These building regulations or standards, have the same force of law, and take effect 180 days after their publication unless otherwise stipulated. The CBSC applies to occupancies in the State of California as annotated.

Two identical Ordinances are being brought before the City Council for 1st Reading. The Ordinances are identical in content. One Ordinance is by 'Urgency' and is to take effect January 15, 2020. The Urgency Ordinance requires a four-fifths vote by the Council. The non-Urgency Ordinance will take effect 30 days after 2nd reading and adoption of the non-Urgency Ordinance. Because the need for an Urgency Ordinance can always be challenged, a non-Urgency Ordinance is also appearing before the Council. If the Urgency Ordinance were deemed invalid for any reason after January 15th, 2020, the non-Urgency Ordinance would still be in place (and will become effective 30 days after 2nd reading and adoption by the Council). This adoption approach insures that the City is able to enforce the most current codes without any interruption.

Background

The City is a densely populated municipality located in the County of Los Angeles. It is subject to long periods of hot, dry, and windy conditions. These conditions increase the chance of a fire occurring and predispose the City to large destructive fires. These climatic conditions and winds can also contribute to the rapid spread of even small fires originating in moderate density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire prevention and protection.

The City's is also in close proximity to major fault lines and there is a significant possibility for multiple fires spreading out of control due to ruptured gas lines and multiple structural collapses. Because of the major earthquake hazard, and due to some older nonconforming buildings, it is necessary during new construction or building renovation to use the City ordinance to control and minimize conditions hazardous to life and property, which may result from fire, hazardous materials or an explosion.

In addition, the geographic layout and contours of the City create barriers for accessibility for fire suppression forces. These unique topographical layout also directly affect the City's water distribution system. The distribution system consists of high-low pressure and gravity systems zones, which carry the water from various reservoirs and storage tanks to different zones via water pipes. These street mains consist of high-pressure lines and low-pressure lines where the pressure and flows are adequate in most of the areas of the City. This variation of pressure can cause major problems to development, as well as fire suppression operations.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact associated with the adoption of the CFC, 2019 edition.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Proposed City Ordinance to adopt by reference and amend the 2019 California Fire Code
2. Proposed City Urgency Ordinance to adopt by reference and amend the 2019 California Fire Code
3. Exhibit B: Express Findings as Required

Due to the size of the 2019 California Fire Code, one copy has been filed with the City Clerk for review. The document can also be viewed at the following link:

California Codes can be viewed at <https://www.dgs.ca.gov/BSC/Codes>

ATTACHMENT 3

Exhibit B: Express Findings as Required

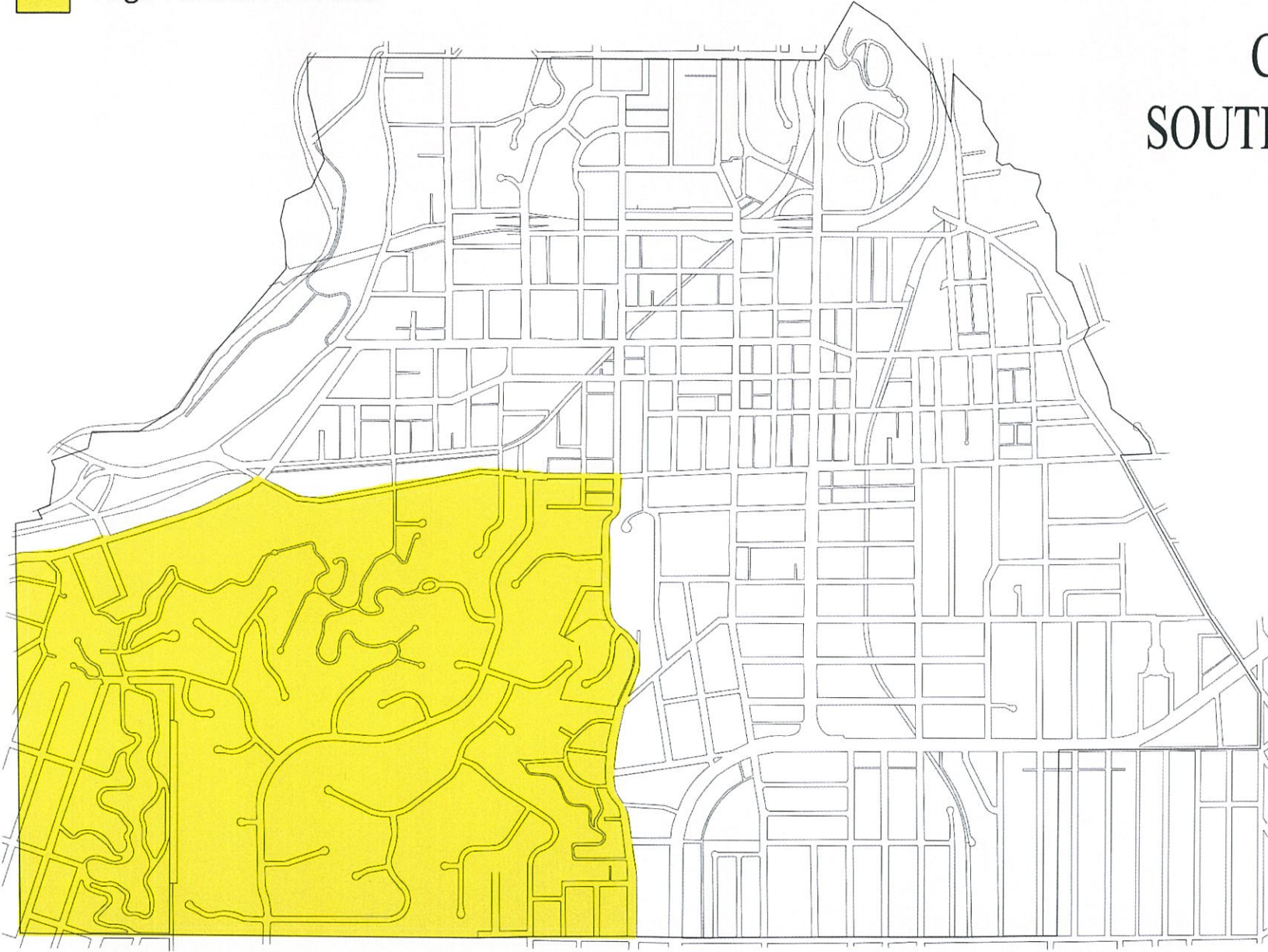
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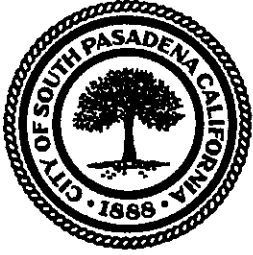
California Codes can be viewed at <https://www.dgs.ca.gov/BSC/Codes>

ATTACHMENT 4
Map Outlining High Fire Risk Area

High Hazard Fire Area

CITY OF SOUTH PASADENA






City Council Agenda Report

ITEM NO. 15

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Shahid Abbas, Director of Public Works
Kristine Courdy, Deputy Director of Public Works

SUBJECT: **Approve the First Reading and Introduction of Two Ordinances: 1) Restructure the Freeway and Transportation Commission to Create the Mobility and Transportation Infrastructure Commission with Updated Responsibilities; and 2) Restructure the Public Works Commission with Updated Roles and Responsibilities**

Recommendation

It is recommended that the City Council:

- 1) Read by title only for first reading, waiving further reading, and introduce an Ordinance to repeal Article IVD (Freeway and Transportation Commission) of Chapter 2 “Administration” of the South Pasadena Municipal Code (SPMC) and add a new Article IVD (Mobility and Transportation Infrastructure Commission) to SPMC Chapter 2 to restructure the Freeway and Transportation Commission (FTC) to create the Mobility and Transportation Infrastructure Commission (MTIC) with updated roles and responsibilities to focus on mobility policy and transportation infrastructure; and
- 2) Read by title only for first reading, waiving further reading, and introduce an Ordinance to repeal Article IVK (Public Works Commission) of SPMC Chapter 2 “Administration” and add a new Article IVK (Public Works Commission) to restructure the Public Works Commission (PWC) with updated roles and responsibilities to focus on non-transportation infrastructure including water, sewer, stormwater, buildings, and City facilities.

Executive Summary

The City of South Pasadena is at a crossroads in terms of mobility and transportation. After more than 60 years of struggling with potential impacts of the State Route 710 (SR-710) freeway, and little investment in street infrastructure or technology during that time, the freeway is now dead. For the first time in decades, the City is in a position to consider the future of mobility without the freeway dividing and impacting the City. At the same time, almost \$100 million in regional funding has been granted to the City for traffic and mobility projects. This creates a landmark opportunity for the City to not only envision, but implement, a new mobility blueprint for the community that anticipates and plans for the needs and desires of future generations.

At this juncture, the development of an overarching mobility strategy, and associated community engagement, is a critical framework needed to define allocation of current and future dollars. This unprecedented opportunity to create a comprehensive vision that will drive the City's mobility, land use and economic future. While numerous studies have been conducted over the past several decades, those studies must be knit together, and in some cases updated, to create a current definition of objectives and priorities.

The City has had a FTC charged with oversight of all things related to the now-dead freeway, and a PWC charged with oversight of major street construction projects. The scope of each is somewhat narrow and focused on specific issues that were of concern at the time the commissions were formed. The City now finds itself in a new position, needing broad policy support regarding the creation of a framework to guide the expenditure of an extraordinary amount of grant funding. As currently stated in the City's Municipal Code, this task does not fall within the purview of either commission.

At Council's direction, staff is proposing to restructure both the FTC and PWC to have clearly defined roles and responsibilities that do not overlap. The FTC would be restructured to create the Mobility and Transportation Infrastructure Commission (MTIC) to include a broader focus on mobility policy and transportation infrastructure. The PWC would be restructured to focus on non-transportation infrastructure including water, sewer, stormwater, buildings and city facilities. This alternative retains the current composition of both commissions, while still effectively generating a cohesive framework for future mobility and infrastructure planning.

Commission Review and Recommendation

On June 19, 2019, the Council established an Ad Hoc Committee comprised of Mayor Khubesian, Councilmember Schneider, FTC Chair Nuckols, and PWC Vice-Chair Abelson to explore the possibility of merging the two commissions to address the overlapping roles and responsibilities of the two commissions.

On October 16, 2019, the Ad Hoc Committee met to discuss the potential FTC and PWC merger. There was consensus regarding the need for citizen oversight, however, the Ad Hoc Committee was split on the decision to merge. Following the Ad Hoc Committee, the FTC and PWC met in a special joint meeting to discuss the potential merger of the two commissions. The commissions were split on the decision whether to merge or to remain as two separate commissions (4-4).

On November 19, 2019, the Ad Hoc Committee met to discuss the purview of both commissions. The Ad Hoc Committee agreed that both commissions provide valuable policy recommendations to the Council and the Ad Hoc Committee recommended keeping the PWC as a permanent commission. In order to address the overlap between the commission purviews, the Ad Hoc Committee suggested that the PWC should provide policy oversight over large local projects (Capital Improvement Plan, Measure M Multi-year Subregional Plan, and mobility initiatives) and the FTC should provide oversight over regional and legislative issues related to mobility and transportation items surrounding the SR-710.

Discussion/Analysis

The original intent of the FTC was to provide support to the City Council regarding the fight against the SR-710. On October 12, 2019, Governor Newsom signed Assembly Bill 29 (Holden) and Senate Bill 7 (Portantino) to remove the SR-710 from the State Streets and Highway Code and deem the SR-710 North Project Freeway Alternatives as infeasible. The PWC was established seven years ago for oversight of large capital improvement projects, an outgrowth of specific concern with construction on Fair Oaks Avenue. Both commissions have successfully accomplished the goals set forth by the City Council.

At this juncture however, the City now finds itself in a new position, needing broad policy support regarding the creation of a framework to guide the expenditure of an extraordinary amount of grant funding. As currently stated in the City's Municipal Code, this task does not fall within the purview of either commission.

In the Municipal Code, the PWC was initially set to sunset in November of 2018. Prior to that date, City Council discussed the potential merger of the commissions, rather than a sunset of PWC, in the context of the lack of a future role for the FTC once the freeway was dead. Although there was consensus regarding a need to reexamine the commission structure, council determined that it was too early to consider because final action on the freeway was still pending. The Council voted at that time to extend the sunset date of the PWC to December 31, 2019. On December 4, 2019, council discussed the issue and directed staff to return on December 18, 2019 with an outline of potential alternatives.

On December 18, 2019, staff presented, and the City Council considered, two alternatives: 1) Merge the two commissions to establish a Mobility and Infrastructure Commission (MIC); or 2) establish the PWC as a permanent commission and establish clear roles and responsibilities for each of the two commissions. The City Council also discussed a modified second alternative which included restructuring the FTC as the Mobility and Transportation Infrastructure Commission (MTIC) to include a broader focus on mobility policy and transportation infrastructure and restructuring the PWC to focus on non-transportation infrastructure including water, sewer, stormwater, buildings and city facilities. The City Council directed Staff to bring back an updated staff report with further information on this alternative. Below is a discussion of the roles and responsibilities of each commission as requested by the Council.

Mobility and Transportation Infrastructure Commission (MTIC)

The FTC would be restructured as the MTIC, expanding its purview to include a broader focus on mobility policy and transportation infrastructure, including the development of a framework for expenditure of the \$100 million in transportation grant funding. All mobility and transportation policy would be consolidated under one advisory body, eliminating overlap and friction between the FTC and PWC.

Metro and Caltrans have recently discussed the need for the City to complete a feasibility study of the corridor to provide data and analysis that supports implementation of specific projects such as the proposed State Route 110 Hook Ramp project. This feasibility analysis will likely

generate multiple technical options that may or may not align with prior studies and will need to be weighed in consideration of current community priorities and funding availability. In addition to the regional transportation funding opportunities, the City is currently undertaking major planning efforts such as the development of long-term Capital Improvement Program (CIP), Neighborhood Traffic Management Plan, Pavement Management Information System Plan, and has a pending grant application for an Active Transportation Plan. All of these plans are interconnected and complement each other.

The new MTIC would be established for the purpose of advising the City Council on policy matters regarding traffic, multi-modal transportation, new transportation technologies, and transportation infrastructure. As proposed, the MTIC would have the following roles and responsibilities:

- Advise the City Council on policy matters related to transportation and mobility including traffic management plans, transit, multi-modal transportation and active transportation, evolving transportation and mobility technologies, parking management, and regional transportation matters;
- Advise the City Council on regional transportation funding and planning;
- Provide input on mobility and transportation policies such as the transportation related CIP items, Neighborhood Traffic Management Plan, Active Transportation Plan, etc.; and
- Provide a forum for community input on mobility topics.

A single commission with a new focus on guiding mobility policy and community engagement may be the most effective structure to meet these pressing needs. Having one commission to link these components together and advise the City Council on mobility and transportation infrastructure policy matters is prudent and an effective way to oversee an integrated process.

Public Works Commission (PWC)

The Public Works Commission (PWC) would be restructured to focus on non-transportation infrastructure including water, sewer, stormwater, buildings and city facilities. The restructured PWC would advise on the integrated water/wastewater plan and non-transportation portions of the CIP. This structure would allow for a new focus on non-transportation infrastructure and policy that is currently secondary under the existing commission structure. In addition, water utility management and stormwater are not within the scope of any city commission, but new focus and funding at the local and state level in these areas is likely to present a number of critical policy issues that would benefit from commission perspective. As proposed, the PWC would have the following roles and responsibilities:

- Advise the City Council on policy matters related non-transportation infrastructure including water, sewer, stormwater, buildings and city facilities.
- Advise the City Council on regional non-transportation infrastructure funding and planning.

- Advise the City Council on policy matters related to utility management including water, sewer and stormwater.
- Provide input on infrastructure policies and plans such as the utility and infrastructure CIP items (non-transportation), Integrated Water and Wastewater Resource Management Plan, Safe Clean Water and Measure W Plans, Facility Assessment Plan, etc.; and
- Provide a forum for community input on infrastructure topics.

Due to the long-term nature of utility and infrastructure planning and projects, staff would recommend that the PWC meet bi-monthly with the provision that special meetings can be scheduled if needed.

MTIC and PWC Composition of Members

Due to the technical nature of the proposed MTIC and PWC, it is proposed that the City make a concerted effort to recruit members with technical expertise:

MTIC: All members shall have an expressed interest in and knowledge of mobility policy, multi-modal transportation, and transportation infrastructure. The City shall make a concerted effort to recruit at least one registered civil engineer or traffic engineer with an active license, and professionals with expertise in other areas such as traffic engineering, mobility planning, transportation infrastructure, contracting or construction, construction law, or construction management and inspection.

PWC: All members shall have an expressed interest in and knowledge of public works projects, methods and procedures. The City shall make a concerted effort to recruit at least one registered civil engineer with an active license, and professionals with expertise in other areas such as utilities, structural engineering, architecture, landscape architecture, stormwater, contracting or construction, construction law, or construction management and inspection.

The SPMC would be updated to include new sections for each commission effectively creating two new commissions. The initial composition of the commission shall consist of one member being appointed by each councilmember and their term lengths will be staggered as follows: one member will serve one three-year term; two members will serve one year and then be eligible for one additional three-year term; and the remaining two members will serve two years and then be eligible for one additional three-year term. Future appointments will be made by the mayor pursuant to SPMC 2.23 (Composition, appointment and removal of members).

Background

The PWC was formed on November 7, 2012, for a period of six years and was set to sunset on November 7, 2018. In September 19, 2018, the Council adopted Ordinance No. 2324 to extend the sunset of the PWC by an additional year, to sunset on December 31, 2019. In November 2018, to address the overlap in roles and responsibilities between the PWC and FTC, the City Council considered merging the PWC and FTC. At that time the State of California legislation

regarding the SR-710 was not finalized, therefore the Council directed staff to return in one year with recommendations regarding merging the two commissions. On June 19, 2019, the City Council established an Ad Hoc Committee to explore the possibility of merging the two commissions. The Ad Hoc Committee has had several meetings and discussions regarding this matter. Several alternatives have been discussed regarding the two commissions, whether to merge into one commission or remain as two separate commissions.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

- 1) Ordinance to Establish the Mobility and Transportation Infrastructure Commission
- 2) Ordinance to Establish the new Public Works Commission

ATTACHMENT 1
Ordinance to establish a Mobility
and Transportation Infrastructure Commission

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA
REPEALING ARTICLE IVD (FREEWAY AND TRANSPORTATION
COMMISSION) AND ADDING A NEW ARTICLE IVD (MOBILITY AND
TRANSPORTATION INFRASTRUCTURE COMMISSION)
OF THE SOUTH PASADENA MUNICIPAL CODE**

SECTION 1. Article IVD (Freeway and Transportation Commission), Sections 2.47 through 2.50, is repealed.

SECTION 2. A new and renumbered Article IVD (Mobility and Transportation Infrastructure Commission), Sections 2.47-1 through 2.47- 5, is added to Chapter 2 (Administration) to read as follows:

**"ARTICLE IVD. MOBILITY AND TRANSPORTATION INFRASTRUCTURE
COMMISSION**

2.47-1 Creation.

There is hereby created a five-member Mobility and Transportation Infrastructure Commission.

2.47-2 Responsibilities.

It shall be the responsibility of the Mobility and Transportation Infrastructure Commission to serve in an advisory capacity to the city council, as directed by the city council or city manager, on policies regarding:

- (a) Mobility policy matters related to transportation and mobility including traffic management plans, transit, multi-modal transportation and active transportation, evolving transportation and mobility technologies, parking management, and regional transportation matters;
- (b) Regional transportation funding and planning;
- (c) Input on mobility and transportation policies such as the transportation related CIP items, Neighborhood Traffic Management Plan, Active Transportation Plan, etc.; and
- (d) A forum for community input on mobility topics.

2.47-3 Limitations.

The Mobility and Transportation Infrastructure Commission may discharge its responsibilities in the manner and means selected by it, except as follows:

- (a) Unless expressly authorized to do so by the city council, it shall not represent itself to be, nor in any way act for or on behalf of the city council, nor shall it commit the officers, employees or staff of the city in any manner to any course of

action; to the contrary, it shall act as a study center and clearinghouse for advisory action to the city council; and

- (b) It shall not encroach upon any area preempted by state or federal law; and
- (c) It shall forward all of its findings and recommendations to the city manager and the city council prior to public release.

2.47-4 Composition of members.

- (a) The initial composition of the commission shall consist of one member being appointed by each councilmember and their term lengths will be staggered as follows: one member will serve one three-year term; two members will serve one year and then be eligible for one additional three-year term; and the remaining two members will serve two years and then be eligible for one additional three-year term. Future appointments will be made by the mayor pursuant to SPMC 2.23 (Composition, appointment and removal of members).
- (b) All members shall have an expressed interest in and knowledge of mobility policy, multi-modal transportation, and transportation infrastructure. The city shall make a concerted effort to recruit at least one registered civil engineer or traffic engineer with an active license, and professionals with expertise in other areas such as traffic engineering, mobility planning, transportation infrastructure, contracting or construction, construction law, or construction management and inspection.

2.47-5 Meetings.

The Mobility and Transportation Infrastructure Commission shall hold up to one regular meeting each month. The chair may call for a special meeting if needed with concurrence of the commission."

SECTION 3. SEVERABILITY. If any provision, section, paragraph, sentence or word of this ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

SECTION 4. CEQA. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. Section 15378(b)(5) as an agency organizational or administrative activity that produces no physical changes to the environment.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code Section 36937.

SECTION 6. This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall

certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 19th day of February, 2020.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

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I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19th day of February, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Ordinance to establish the new
Public Works Commission

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA
REPEALING ARTICLE IVK (PUBLIC WORKS
COMMISSION) AND ADDING A NEW ARTICLE IVK (PUBLIC
WORKS COMMISSION)
OF THE SOUTH PASADENA MUNICIPAL CODE**

SECTION 1. Article IVK (Public Works Commission), Sections 2.79-1 through 2.79-6, is repealed.

SECTION 2. A new and renumbered Article IVK (Public Works Commission), Sections 2.79-1 through 2.79- 5, is added to Chapter 2 (Administration) to read as follows:

"ARTICLE IVK. PUBLIC WORKS COMMISSION

2.79-1 Creation.

There is hereby created a five-member Public Works Commission.

2.79-2 Responsibilities.

It shall be the responsibility of the Public Works Commission to serve in an advisory capacity to the city council, as directed by the city council or city manager, on policies regarding:

- (a) Policy matters related to non-transportation infrastructure including water, sewer, stormwater, buildings and city facilities;
- (b) Regional non-transportation infrastructure funding and planning;
- (c) Utility management including water, sewer and stormwater;
- (d) Input on infrastructure policies and plans such as the utility and infrastructure CIP items (non-transportation), Integrated Water and Wastewater Resource Management Plan, Safe Clean Water and Measure W Plans, Facility Assessment Plan, etc.; and
- (e) A forum for community input on infrastructure topics.

2.79-3 Limitations.

The Public Works Commission may discharge its responsibilities in the manner and means selected by it, except as follows:

- (a) Unless expressly authorized to do so by the city council, it shall not represent itself to be, nor in any way act for or on behalf of the city council, nor shall it commit the officers, employees or staff of the city in any manner to any course of action; to the contrary, it shall act as a study center and clearinghouse for advisory action to the city council; and
- (b) It shall not encroach upon any area preempted by state or federal law; and

- (c) It shall forward all of its findings and recommendations to the city manager and the city council prior to public release.

2.79-4 Composition of members.

- (a) The initial composition of the commission shall consist of one member being appointed by each councilmember and their term lengths will be staggered as follows: one member will serve one three-year term; two members will serve one year and then be eligible for one additional three-year term; and the remaining two members will serve two years and then be eligible for one additional three-year term. Future appointments will be made by the mayor pursuant to SPMC 2.23 (Composition, appointment and removal of members).
- (b) All members shall have an expressed interest in and knowledge of public works projects, methods and procedures. The city shall make a concerted effort to recruit at least one registered civil engineer with an active license, and professionals with expertise in other areas such as utilities, structural engineering, architecture, landscape architecture, stormwater, contracting or construction, construction law, or construction management and inspection.

2.79-5 Meetings.

The Public Works Commission shall hold up to one regular meeting every other month. The chair may call for a special meeting if needed with concurrence of the commission."

SECTION 3. SEVERABILITY. If any provision, section, paragraph, sentence or word of this ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

SECTION 4. CEQA. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. Section 15378(b)(5) as an agency organizational or administrative activity that produces no physical changes to the environment.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code Section 36937.

SECTION 6. This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 19th day of February, 2020.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

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I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19th day of February, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

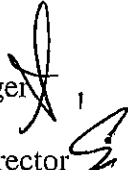
Evelyn G. Zneimer, City Clerk
(seal)





City Council Agenda Report

ITEM NO. 16

DATE: February 5, 2020

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Shahid Abbas, Public Works Director 
Kristine Courdy, Deputy Public Works Director 

SUBJECT: **Receive and File Ramona Avenue Neighborhood Traffic Management Plan**

Recommendation

It is recommended that the City Council receive and file the Ramona Avenue Neighborhood Traffic Management Plan dated January 2020 prepared by Nelson\Nygaard (Consultant).

Commission Review and Recommendation

This matter was not reviewed by a Commission. Public Works Commissioners were invited to attend the community meeting on November 18, 2019.

Community Outreach

In order to gather stakeholder and community feedback, two public meetings were held in South Pasadena. The first meeting was held on November 13, 2018, where the consultant presented findings from the existing conditions analysis, discussed next steps, and gathered input on existing concerns and potential solutions. The neighborhood expressed concern regarding the following items: speeding, congestion, illegal drop-off activity, inadequate lighting, difficulty backing out of driveways, poor visibility at certain locations, lack of sidewalks, and expressed concern regarding the Diamond closure. The second meeting was held on November 18, 2019, where the consultant presented the findings of the study along with potential mitigation measures (as discussed later in the report). Approximately 15 people were in attendance at each meeting.

Discussion/Analysis

In March 2018, the City retained Nelson\Nygaard to prepare a Neighborhood Traffic Management Plan for Ramona Avenue and the adjacent areas. The consultant evaluated the traffic conditions to address concerns of congestion, circulation, and safety. The study consisted of field observations, the review of school policies and procedures, the analysis of the traffic volume and the five year collision data, and the assessment of the bicycle and pedestrian facilities. Upon completion of the study, the consultant came to the following conclusions:

- More traffic was observed on the neighboring streets in the morning than in the afternoon due to staggered pick-ups.

- Majority of the traffic on Ramona Avenue and Rollin Street was related to the South Pasadena High School. The consultant observed some High School parents parking on Ramona Avenue and Rollin Street for pick-up and drop-off. However, most of the on-street parking was concentrated on Rollin Street which was full by 2:50 pm and cleared out by 3:15 pm.
- No conflicts were observed between vehicles exiting and entering Holy Family School pickup/drop-off area.
- Collisions occurred primarily on Fremont Avenue, and the overall collision rate was low. According to the five-year collision data (2013-2017) obtained from the Statewide Integrated Traffic Records System (SWITRS), a total of ten collisions were reported, none of which resulted in a fatal or severe injury. Apart from one vehicle-only collision on Ramona Avenue and Spruce Street, there were no collisions on neighborhood streets within the study area.

The study showed that the overall traffic volumes around the schools are lower than expected for a suburban school location based on the Institute for Transportation Engineers Trip Generation Rates and field observations. While the traffic circulation, and vehicular and pedestrian interference are exacerbated during school pick-up and drop-off times, the following proposed solutions presented by the consultant can minimize the impacts of these conditions:

- Short Term Solutions:
 - Install continental crosswalks throughout the study area. This will require installation of 8 new ADA compliant curb ramps.
 - Install a stop sign at Ramona Avenue for vehicles turning onto Rollin Street.
 - Tree trimming throughout the study area to improve sign visibility.
 - Stagger school schedules.
 - Additional education and enforcement regarding pick/up drop off and pedestrian safety.
- Long Term Solutions:
 - Rectangular Rapid Flashing Beacon at Diamond mid-block crossing near South Pasadena High School.
 - Curb extensions on the southwest leg of Ramona Avenue and Oak Street.
 - Curb ramp realignment on Ramona Avenue at Oak Street and Rollin Street.
 - Regulatory “Yield to Pedestrian” warning signs at the north and south legs of Ramona Avenue and Spruce Street.
 - Upgrade pedestrian lighting throughout the study area.
 - Reconfigure the intersection of Diamond Avenue and Lyndon Street to improve pedestrian safety.

In addition, some community members showed an interest in closing the section of Diamond Avenue adjacent to the South Pasadena High School in order to connect the main campus (on the east side of Diamond) with the gym (on the west side). The consultant concluded that the proposed road closure would shift about 300 cars to the surrounding streets, which could result in

unacceptable congestion and gridlock on these streets, and might undermine the pedestrian safety.

Short term items with minimal cost impact, such as installing a sign, will be undertaken as part of the existing operating budget. \$50,000 is available in the Neighborhood Traffic Management Capital Improvement Project budget which can be utilized to install some of the mitigation measures. Staff will evaluate the use of available funding to address the design deficiencies at the locations where two pedestrian collisions took place (intersections of Rollin Street and Bank Street at Fremont Avenue).

Next Steps

Short term and long term improvements will be prioritized in the City's Capital Improvement Plan. Short term items with minimal cost impact, such as installing a sign, will be undertaken as part of the existing operating budget.

Background

Holy Family Private School and South Pasadena High School are located in a low-density residential area near Ramona Avenue. The residents within the Ramona Avenue neighborhood expressed concerns regarding the traffic congestion, circulation and safety during the adjacent schools pick-up and drop-off hours. As a result, the City conducted a study to collect traffic data, evaluate the neighborhood traffic concerns, and identify potential solutions.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

The study was funded from account 101-2010-2021-8170 in an amount not to exceed \$24,960. The anticipated costs for the short and long-term solutions are approximately \$210,000 and \$205,000, respectively (excluding the installation of additional street lights). These improvements will be prioritized in the City's Capital Improvement Plan.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Ramona Avenue Neighborhood Traffic Management Plan



RAMONA AVE NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

January 2020

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1 INTRODUCTION

The purpose of this report is to document and evaluate traffic conditions in the Study Area to address concerns regarding congestion, circulation, and safety.

STUDY AREA

Holy Family School and South Pasadena High School are located in a low-density residential neighborhood of South Pasadena. Holy Family School has approximately 300 students spanning grades kindergarten to eight grade. South Pasadena High School serves grades 9 through 12 with an enrollment of approximately 1,460 students. Figure 1 details the location of the study area.

Figure 1 Study Area



2 EXISTING CONDITIONS

METHODOLOGY

In order to identify current transportation patterns and operations at and around the two schools, Nelson\Nygaard staff collected traffic volume and safety data, conducted site visits, and reviewed school policies and procedures.

Vehicle and pedestrian traffic counts were conducted at five key intersections on Thursday, September 13, 2018 during school pick-up and drop-off hours. These counts, along with collision data collected within the last five years, help identify locations with the highest levels of activity and potential conflicts between vehicles and pedestrians.

In addition to traffic counts, staff conducted a qualitative evaluation of transportation conditions on Thursday, September 27, 2018 during the weekday morning (7:30 a.m. to 9:00 a.m.) and afternoon (2:00 p.m. to 3:30 p.m.) hours. The morning period allowed for observation of drop-offs and the afternoon period was chosen to coincide with the end of the school day, which occurs 2:30 p.m. for Holy Family School. South Pasadena High School has a staggered dismissal period at 2:00 p.m. and 3:00 p.m. Staff also met with administrators from both schools to confirm all policies and procurees related to school pick-up and drop-off, including times, locations, and other issues. Field observations discussed throughout this chapter refer to observations made during these periods.

Safety data consists of collision reports that occurred in the area within the last five years (from the Statewide Integrated Traffic Records System, or SWITRS).

ROADWAY NETWORK/VEHICLE TRAFFIC CONDITIONS

The focus area is bounded by Lyndon Street, Fremont Avenue, Oak Street, Ramona Avenue, Huntington Drive, and Diamond Avenue. With the exception of Fremont Avenue, which has a speed limit of 30 miles per hour,¹ all streets in the study area are residential with a speed limit of 25 miles per hour. In order to reduce cut through traffic during school pick-up and drop-off times, left turns are prohibited eastbound on Rollin Street onto Fremont Avenue. The posted time restriction for left turns is from 7:30 a.m. to 8:30 a.m. and 1:30 p.m. to 3:30 p.m.

Streets

Ramona Avenue - Ramona Avenue runs between Rollin Street on the north and Huntington Drive on the south. It is a mostly residential street that is adjacent to the Holy Family School on part of the east side. Ramona Avenue is 30-foot wide and has parking on both sides. The street parking to 1-hour (7 a.m. to 5 p.m.) on

Figure 2 Restricted Left Turns



Source: Nelson\Nygaard, 2018

¹ As detailed in the 2014-15 Citywide Engineering and Traffic Survey, the speed limit on Fremont Avenue is 30 mph currently posted at both 30 mph and 25 mph as well as a 25 mph school zone.

weekdays, except by permit, and no parking on weekends, except by permit. Permits are only available to property owners and residents along the street (there is a Preferential Parking District located on Oak Street between Ramona Avenue and Fremont Avenue as well). There are 20 single-family residential buildings along the street between Rollin and Oak with four of the buildings on the east side nearest to Rollin Street being owned and occupied by the church.

Proposed Diamond Avenue Closure

There has been interest from some parties in closing the section of Diamond Avenue adjacent to the South Pasadena High School in order to connect the main campus (on the east side of Diamond) with the gym (on the west side). A densely connected street network is an asset to a City. Fine-grained networks help to distribute traffic, shorten driving trips and create clear and easy walking and biking paths. As a matter of policy, closing parts of that network should be avoided. While the negative impacts of an individual closure can be minor, the cumulative effect of repeated closures can create congestion and negative air quality and carbon impacts. Such closures should, therefore, be pursued rarely and only be pursued when the benefits of are so clear as to outweigh the compromise in transportation principals.

The California Vehicle Code (Chapter 1, Article 3) provides some guidance to local governments considering street closures. It states that closing any highway to vehicular traffic is allowable when, in the opinion of the legislative body having jurisdiction, the highway is either no longer needed for vehicular traffic or the closure would implement the circulation element of a general plan. The rules and regulations authorized by this subdivision shall be consistent with the responsibility of local government to provide for the health and safety of its citizens.

The proposed road closure would result in the 130 cars traveling southbound and 150 traveling northbound on Diamond Street in the mornings to find alternative routes on either Fremont or Meridian in order to get to their destination. While the traffic impacts of this shift would not be excessive, it would represent a small uptick in traffic along those parallel streets and be an inconvenience for the drivers, many of whom already consider the streets congested. While that additional congestions should be considered in the decision-making, as long as the closure on Diamond were well designed and its presence and operation clearly communicated to drivers, there should not be any safety challenges that emerge from such a change.

Traffic Volumes

Multimodal traffic counts were conducted at five key intersections encompassing the Holy Family School. Figure 3 shows peak hour traffic counts that coincide with the morning drop-off period (7:15 a.m. to 8:15 a.m.) and the afternoon pick-up period (2:30 p.m. to 3:30 p.m.). Figure 4 shows morning and afternoon peak hour traffic flow along Rollin Street, Ramona Avenue, and Oak Street surrounding the Holy Family School site.

Peak hour traffic counts and field observations indicate the following:

- There is 40% more traffic during the AM period (around 150 cars per hour in the morning vs. 85 cars per hour in the PM) because pick-ups are more staggered in the PM period due to afterschool activities and staggered block schedules at South Pasadena High School.
- Fremont Avenue/Rollin Street is the busiest intersections primarily due to through traffic on Fremont Avenue, which serves as a minor arterial. The intersection also has the most foot traffic, over twice that of the other four intersections. A total of 287 pedestrians crossed at the intersection in the morning, and 310 pedestrians in the evening.

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City of South Pasadena

- Based on field observations, it appeared a majority of the foot traffic at the Fremont Avenue/Rollin Street and Fremont Avenue/Oak Street intersections were students walking to/from the nearby South Pasadena Middle School.
- The short distance from the Fremont Avenue/Oak Street signal to the Holy Family School driveway poses a slight safety concern due to the potential presence of stationary vehicles waiting to turn into the driveway affecting vehicles turning right onto Oak Street from southbound Fremont Avenue.
- Based on field observation, it appears that more of the traffic on Ramona Avenue is related to pick-up and drop-off activity from South Pasadena High School rather than Holy Family School. However, traffic and queuing at the north end of Ramona Avenue at Rollin Street is minimal.
- Traffic at the Ramona Avenue/Oak Avenue intersection is due to pick-up and drop-off activity from Holy Family School. Traffic volumes and queuing are most pronounced on in the east-west direction on Oak Street due to controlled ingress and egress from the school driveway.
- Overall, traffic volumes around the schools are lower than would be expected in a suburban location based on ITE Trip Generation Rates and field observations, this is most likely due to the high number of walking trips to/from the schools in the area.
 - Based on current enrollment, a total of 273 AM peak-hour vehicle trips are expected from Holy Family School and 759 trips from South Pasadena High School.²

² Based on weekday peak hour of adjacent street traffic for one hour between 7:00 to 9:00 a.m. from the ITE Trip Generation Manual, 10th Edition.

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City of South Pasadena

Figure 3 Peak Hour Traffic Counts

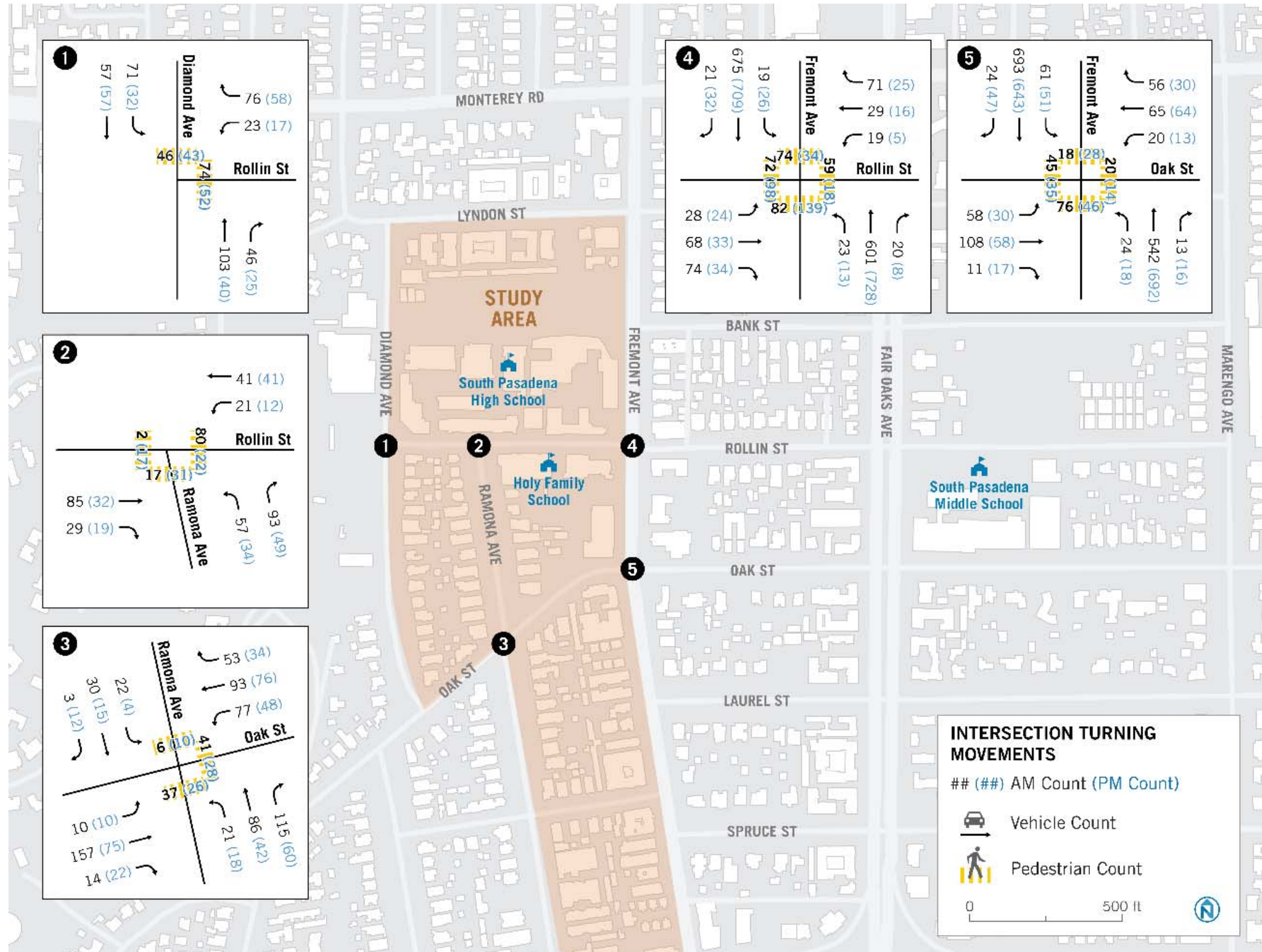


Figure 4 Holy Family School Morning Peak Hour Traffic Volumes (7:15 – 8:15 a.m.)

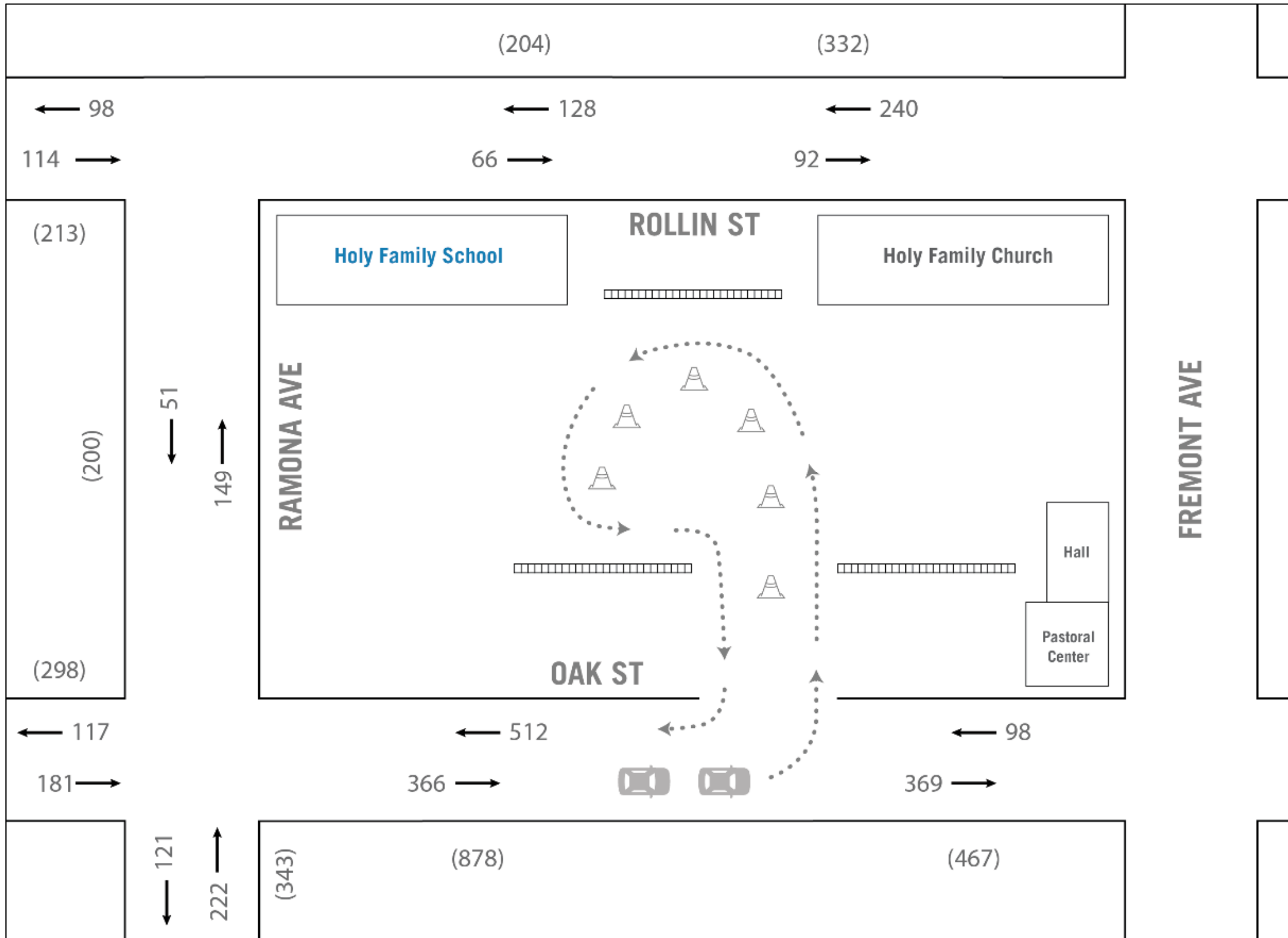
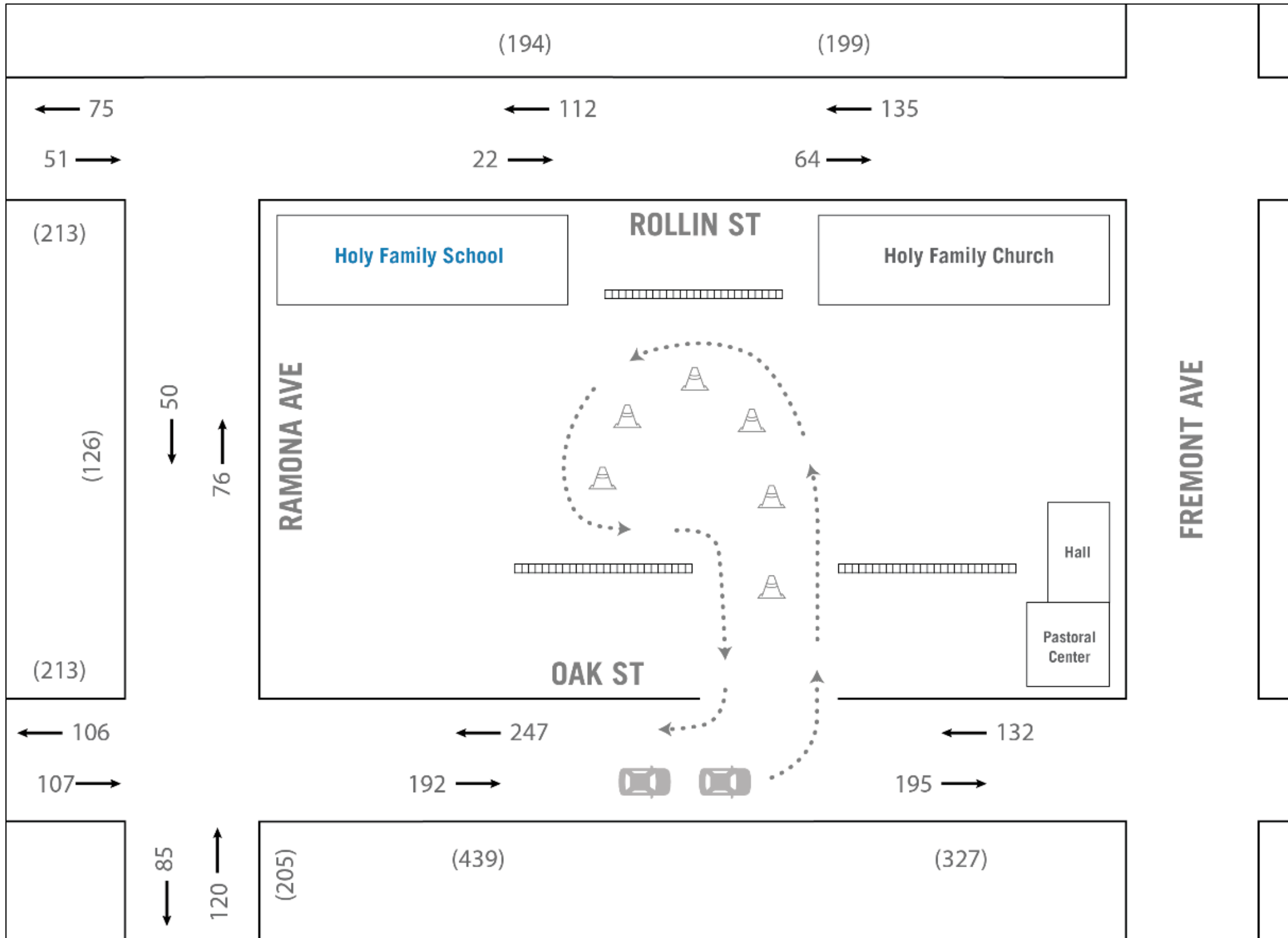


Figure 5 Holy Family School Afternoon Peak Hour Traffic Volumes (2:30 – 3:30 p.m.)



BICYCLE AND PEDESTRIAN FACILITIES

Pedestrian amenities near the project site include sidewalks, crosswalks, curb ramps, and pedestrian signals. The project site is located within an established pedestrian network comprised of continuous sidewalks, curb ramps, and crosswalks at the majority of intersections. Field observations of pedestrian facilities are summarized below:

- Pedestrian crossing distances in the study area are short, which is ideal for children. Crossing distances are approximately 50 feet across Fremont Avenue, and 30 feet at all other locations.
- Intersections along Fremont Avenue are signalized with pedestrian push buttons.
- The intersection at Rollin Street and Ramona Avenue is of particular concern given its proximity to both schools and lack of marked crossings and STOP signs. All other intersections in the study area are controlled by STOP signs, which require vehicles to stop or yield to other vehicles and crossing pedestrians, allowing for safer pedestrian movements at these intersections. The lack of a STOP sign in ANY direction creates an unclear environment for drivers and pedestrians. The MUTCD calls for engineering judgement to be applied in the installation of stops signs, considering pedestrian crossing activity or school walking routes among other factors.
- Although the majority of crosswalks are painted yellow to indicate a school zone, none has continental striping, which helps to increase pedestrian visibility.
- The Diamond Avenue/Lyndon Street intersection poses potential pedestrian conflict due to unmarked crossings and limited line of sight for vehicles turning onto Lyndon Street.
- Diamond Avenue is a concern for bicycle and pedestrian safety in the short-term due to ongoing construction. The street traverses South Pasadena High School and requires students to cross midblock at Diamond Avenue to access sports facilities. After completion of construction, the street should be back to its standard level of safety.

Figure 6 Diamond Ave/Lyndon St Intersection



Source Figure 7 Existing Bicycle Parking Area



Source: NelsonNygaard, 2018

There are no bicycle facilities that directly serve the project site. Although South Pasadena High School provides bike parking in the form of a bike rack, it is located by the tennis courts on the east side of Diamond Avenue, away from classrooms. Staff observed the rack was well used as shown in Figure 7. Overall, most pedestrian, bike, and scooter traffic was observed to be South Pasadena High School and Middle School students.

SAFETY

Using 2013 to 2017 data from the Statewide Integrated Traffic Records System (SWITRS), collisions were analyzed to identify areas that may benefit from safety improvements. During the five-year span, a total of ten collisions occurred in the immediate vicinity of the study area. All collisions occurred on Fremont Avenue and did not result in a fatal or severe injury. Of the ten collisions that occurred, eight were vehicle-only collisions and two involved pedestrians. As shown in Figure 8, the pedestrian-involved collisions occurred at Bank Street and Rollin Street. More generally, it can be seen that a vast majority of collisions occurred on primary arterials as opposed to neighborhood streets.

Figure 8 Collisions (2013-2017)



PARKING

The Holy Family School central parking lot functions as a pick-up/drop-off area and is reserved as a playground/sports area throughout the school day. The lot is only used for parking on weekends and in the rare event of a funeral service, on schooldays for which it is striped for about 60 parking spaces (including handicapped spaces). The school maintains an off-street surface parking lot for faculty and visitors at the St. Joseph Center located at the northeast corner of Fremont Avenue/Oak Street intersection. South Pasadena High School also maintains a well-utilized off-street lot, which is located on the northeast end of campus and has allocated spaces for faculty and senior students.³

Oak Street, Rollin Street, and Ramona Avenue have one and two-hour time restrictions in place that would prohibit school affiliates from parking for the course of the entire school day. Oak Street and Ramona Avenue are also residential permit parking areas and require a neighborhood-only resident permit for parking without incurring time restrictions. Otherwise, no streets in the study area have posted restrictions.

PASSENGER (STUDENT) LOADING CONDITIONS

Classes at Holy Family School begin at 8:00 a.m. and end at 2:30 p.m., however there is currently a pilot program that allows students to arrive between 7:00 a.m. and 7:30 a.m., and wait outside with school staff before classes begin. Classes at South Pasadena High School begin at 8:00 a.m., and end at 2:00 p.m. and 3:00 p.m. due to a staggered class schedule. Holy Family School employs a detailed drop-off and pick-up plan, which is distributed to parents, whereas South Pasadena High School does not have a formal policy or targeted messaging.

Holy Family School employs drop-off and pick-up procedures to facilitate safe and efficient loading conditions at the school (see Appendix A). Morning drop-off time begins at 7:30 a.m. and afternoon pick-up time begins at 2:45 p.m. Parents are encouraged to park in the neighborhood and walk students in, however few were observed doing this.

Parents who drive their car to pick up and drop off their children are requested to drive into the central parking lot driveway from eastbound Oak Street, and then turn left into the parking lot (see Figure 10). Due to the proximity of the parking lot to the Fremont Avenue/Oak Street intersection, right turns are prohibited from Oak Street to reduce congestion from queuing. Once turning into the driveway, parents are instructed to follow cones and form a single lane of traffic. In the morning, three to six parent volunteers facilitate drop-offs by opening car doors and escorting younger students to the building. Parent volunteers rotate by grade each month. In the afternoon, parents display a yellow nametag attached to their visor or window. Once the parent enters the driveway, a staff member texts the name of the student to the office, which then

Figure 9 Residential Permit Parking



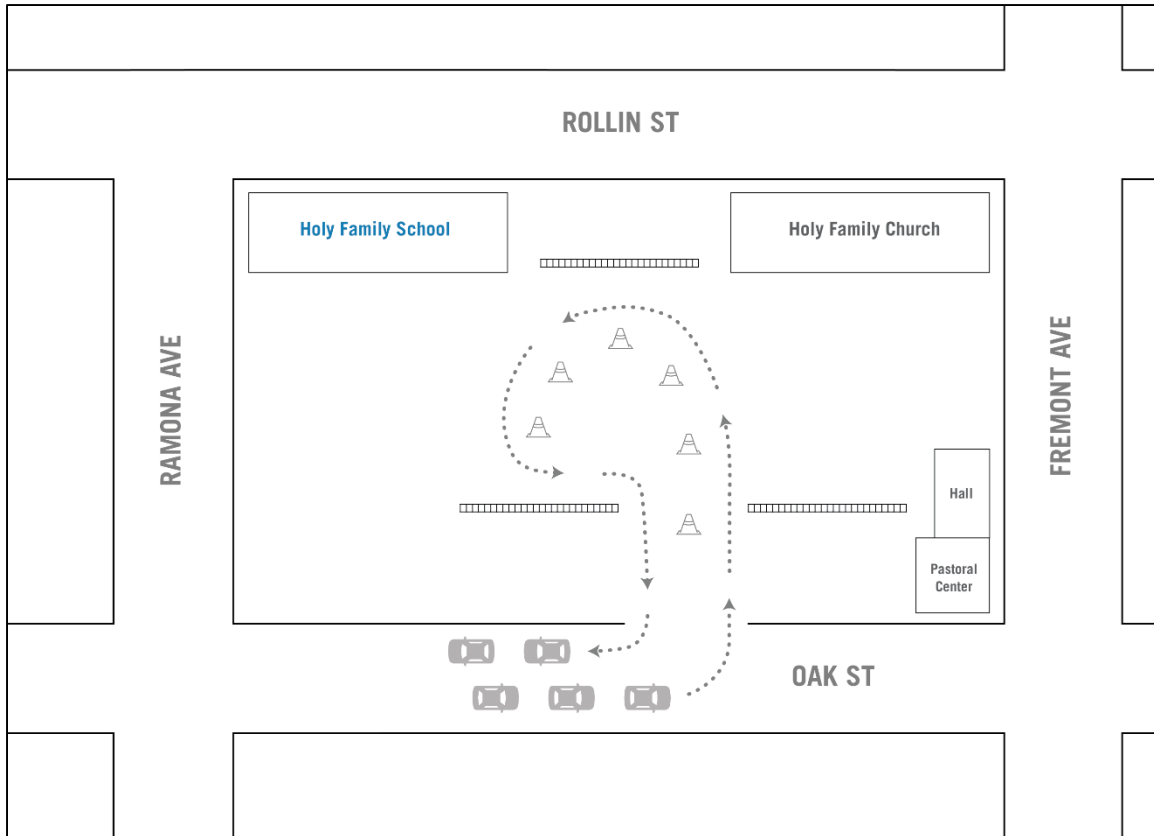
Source: Nelson\Nygaard, 2018

³ Parking for seniors is limited and allocated via lottery.

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City of South Pasadena

dismisses the student to the pick-up area by loudspeaker. A group of student volunteers helps escort students to their cars. Students grade seven and below are required to go through this process. Once dropping off/picking up their children, parents are instructed to exit the parking lot and only make a right turn onto Oak Street. Student walkers are required to check out at the office.

Figure 10 Holy Family School Pick-up/Drop-Off Procedure



Field observations of passenger loading did not show any conflicts between vehicles exiting and entering at the same time from/to Holy Family School. Parents are well instructed and informed of the school procedures. School staff are often standing at the driveway to ensure compliance and block the sidewalk for passing pedestrians. School staff also indicated that parents themselves are the best enforcement, and will notify the school regarding any misbehavior.

During the morning drop-off period, parent traffic is mostly concentrated at the Oak Street/Ramona Avenue intersection. Westbound Oak Street reached a maximum queue of ten cars at 7:50 a.m. from parents exiting the Holy Family School driveway. Southbound Ramona experiences marginal queueing, while northbound Ramona experiences a queue of up to 15 vehicles, which appeared to be due primarily to through traffic to the high school. During observation, queuing cleared up by 8:00 a.m. once classes had begun.

In the afternoon, vehicles begin to arrive at 2:45 p.m. A total of 17 vehicles were waiting in the parking lot after gates opened, and by 2:50 p.m. the lot and driveway was full with 20 vehicles. Even in this case, parents who arrived later parked along the curb with blinkers on Oak Street and

Ramona Neighborhood Traffic Management Plan
City of South Pasadena

waited to enter the driveway rather than queuing in the travel lane or the school driveway and sidewalk. The maximum duration of drop-offs was five minutes. The queue cleared by 3:15 p.m.

Figure 11 Holy Family School Afternoon Pick-Up



Source: Holy Family School, 2018

The majority of pick-up and drop-off activity at South Pasadena High School occurs in the school parking lot off Bank Street. However, loading activity was also observed on Rollin Street due to an entrance on Rollin Street. In the morning, drop-offs on eastbound Rollin Street caused a queue of eight vehicles. In the afternoon, more parents parked on Rollin Street to wait and pick-up their children. Although some parents were observed picking-up on Ramona Avenue, most activity was concentrated on Rollin Street. On-street parking on Rollin Street was completely full by 2:50 p.m. Given that Holy Family School actively discourages parents from parking on Ramona Avenue and Rollin Street, the majority of vehicles observed were from the high school.

Figure 12 Ramona Avenue in the Afternoon



Source: Nelson\Nygaard, 2018

Figure 13 Rollin Street in the Afternoon



Source: Nelson\Nygaard, 2018

3 PUBLIC MEETINGS

In order to gather stakeholder and community feedback, two public meetings were held in South Pasadena. Content and comments from both meetings are summarized below.

Public Meeting #1

The first meeting was held on November 13, 2018 and a total of 14 residents and two Holy Family School representatives attended the meeting. The project team presented findings from the existing conditions analysis, discussed next steps, and gathered input regarding concerns and potential solutions.

Key comments from the meeting include (*technical comments in italics*):

- The area surrounding Holy Family School is a residential neighborhood that experiences mostly non-resident traffic (*actual data is not available on the specific origins of drivers in the neighborhood*)
- Many students live on Ramona Avenue (*student rolls with addresses are not available*)
- There is concern that closing off Diamond Avenue would exacerbate existing congestion and access issues. (*see assessment on p. 2-7*)
- Many attendees were concerned about the Ramona Avenue/Rollin Street intersection due to the following:
 - Illegal drop-off activity from South Pasadena High School on the northern block face of Rollin St which is painted red (*this was observed by the technical team*)
 - Lack of/dim street lighting (*technical observations were made during the daytime*)
 - Lack of stop signs, crosswalk markings, and stop bars (*true, as outlined in existing conditions*)
 - Overall poor visibility (*if related to lighting, could not be observed during the day*)
 - Difficulty backing out of driveways for four residents on Ramona Avenue due to the removal of driveway aprons on the opposite side of the road (*possibly true, though not an unusual condition of a street of this width*)
- Many attendees also expressed concerns regarding safety on Ramona Avenue, in the southern part of the study area. Concerns on South Ramona Avenue from Oak Street to Huntington Drive include:
 - Wide roadway width, which accommodates two lanes of traffic on Ramona Avenue in the northbound direction when right turns onto Oak Street are backed up and through traffic attempts to speed past (*the southern leg of Ramona Avenue is wider and the western curblines are misaligned, contributing to the described behavior*)
 - Speeding and lack of speed limit signs to visually communicate speed limit transition from Huntington Drive, a high-speed arterial (*no speed data available, however, regarding signage, there is a speed limit sign on the southern end of Ramona visible to drivers turning from Huntington*)

- Poor visibility due to the configuration of the Ramona Avenue/Oak intersection which results in a long crossing distance on the south leg, no crosswalk on the west leg, poor alignment of site triangles and stop bars (*these technical issues were observed by the team*)
- The Diamond Avenue/Oak Street intersection poses pedestrian conflict due to a missing crosswalk.

Public Meeting #2

The second meeting was held on November 18, 2019 and a total of nine residents and five Holy Family School representatives attended the meeting. The project team presented potential solutions and facilitated a discussion regarding those solutions.

Attendees were generally in support of proposed solutions, particularly continental crosswalks, a stop sign at Ramona Avenue and Rollin Street, and staggered school schedules. Aside from the proposed solutions, attendees also expressed desire for additional changes. Key comments from the meeting include (*technical comments in italics*):

- A need for an all-way stop sign at Ramona Avenue and Spruce Street (*California state law mandates that intersections need to meet a certain threshold to be applicable for a stop sign, and the safety analysis on p. 2-2 indicate zero collisions at the intersection. Furthermore, stop signs are not a traffic calming measure*).
- Many attendees expressed desire to have more traffic calming interventions at Ramona Avenue. Requests included a stop sign and requested a stop sign at Ramona Avenue/Oak Street intersection. (*stop signs are not considered a traffic calming device, see recommendations on p. 4-1*)
- A few attendees expressed desire for Holy Family School to redirect pick-up and drop-off activity to allow egress from Oak Street to Rollin Street as outlined in 1995 Holy Family Church Traffic and Parking Study. (*the current configuration allows for more vehicles onto the school property itself, redirecting exiting traffic would likely exacerbate congestion on Rollin Street and create even more conflicts with student drop-offs at South Pasadena High School*).
- Concern was expressed that illegal drop-off activity on Rollin Street was due to Holy Family School, as well as South Pasadena High School (*technical observations showed that the majority of illegal activity was due to South Pasadena High School*).
- Many attendees requested enforcement through officers and crossing guards to reduce vehicular and pedestrian conflict and illegal drop-off activity at Ramona Avenue and Oak Street (*the safety analysis on p. 2-2 show that the few collisions in the area may not justify the additional investment needed for enforcement*).
 - *Rather than solely focusing on enforcement, the two South Pasadena Police Department officers that attended stressed the importance of balancing the three E's of safety (education, enforcement, and engineering).*

4 POTENTIAL SOLUTIONS

As summarized in Chapter 2, overall traffic in the study area are lower than would be expected in a suburban location based on ITE Trip Generation Rates and field observations. Key takeaways from the existing conditions analysis and accompanying solutions are summarized in this section:

- Holy Family School parents are well-instructed and informed of school procedures and on-site staff ensure compliance.
- No conflicts were observed between vehicles exiting and entering the Holy Family School pickup/drop-off area.
- Based on field observations, traffic on Ramona Avenue and Rollin Street are likely due to South Pasadena High School.
 - The team observed some High School parents parking on Ramona Avenue and Rolling Street for pick-up and drop-off. However, most of the on-street parking was concentrated on Rollin Street which was full by 2:50 pm and cleared out by 3:15 pm)
- Collisions occur primarily on major arterials, and the overall collision rate was low.⁴ Apart from one vehicle-only collision on Ramona Avenue and Spruce Street, there were no collisions on neighborhood streets within the study area.

The following solutions arose from the existing conditions analysis and community feedback are listed below. Figure 14 outlines solutions that can be implemented in the short-term, whereas Figure 15 includes long-term solutions that require capital improvements. The closure of Diamond Avenue to create a pedestrian walkway has also been discussed as a long-term solution. However, this plan recommends that policy-makers consider whether the benefits of making the change at this location are so substantial as to overcome the impacts outlined on page 2-3.

Safety should consist of a balance between engineering, education, and enforcement solutions. While the following infrastructural solutions will improve safety, enforcement and education is also a large aspect of promoting a safe environment. Enforcement can be achieved through additional enforcement of existing pick-up and drop-off areas. This effort can be completed by education through school outreach and education initiatives such as Walk to School Day and school newsletters and classroom letters that inform students and parents how to walk, drive, and bike safely. Overall, traffic in the study area is lower than to be expected given current student enrollment. While congestion in the area and vehicular and pedestrian conflicts are exacerbated during school pick-up and drop-off times, these issues are concentrated at specific intersections along Ramona Avenue, which can be mitigated through the proposed solutions in this report.

⁴ Five-year collision data from 2013 to 2017 show a total of ten collisions, none of which resulted in a fatal or severe injury.

Ramona Neighborhood Traffic Management Plan
City of South Pasadena

Figure 14 Short-Term Solutions

#	Solution	Description	Benefits	Challenges	Costs	Location(s)
1	Continental crosswalks	<ul style="list-style-type: none"> Paint yellow, zebra-striped markings at school crossings to increase visibility 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety compared to standard crosswalks with parallel or dashed pavement markings Improves yielding behavior Indicates school zone 	<ul style="list-style-type: none"> Additional maintenance costs to City 	<p>Capital Cost:</p> <ul style="list-style-type: none"> \$3,000 per leg \$5,000 per curb ramp <p>Design/Administration / Labor: \$5,000 each</p>	<p>All legs of:</p> <ul style="list-style-type: none"> Fremont Ave/Bank St Fremont Ave/Rollin St Fremont Ave/Oak St Ramona Ave/Rollin St Ramona Ave/Oak St
2	Stop signs	<ul style="list-style-type: none"> Install a stop sign at Ramona Avenue for vehicles turning onto Rollin Street 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves yielding behavior 	<ul style="list-style-type: none"> None anticipated 	\$200 each	Ramona Ave/Rollin St
3	Tree trimming	<ul style="list-style-type: none"> Trim trees to improve visibility 	<ul style="list-style-type: none"> Improves visibility and safety for all roadway users 	<ul style="list-style-type: none"> Additional maintenance costs to City 	Cost based on City's Urban Forestry Contract	Throughout study area
4	Staggered school schedules	<ul style="list-style-type: none"> Institute school policies to stagger start and end times and/or pickup and drop-off times 	<ul style="list-style-type: none"> Reduces school congestion by redistributing pickup and drop-off activity 	<ul style="list-style-type: none"> Requires coordination with school and parents (might affect families with multiple children) 	None	<ul style="list-style-type: none"> Holy Family School South Pasadena Unified School District
5	Additional education and enforcement	<ul style="list-style-type: none"> Enforce existing pickup/drop-off zones at South Pasadena High School and Holy Family School via school communication channels and parent volunteers 	<ul style="list-style-type: none"> Improved pedestrian safety Ensures that pickups and drop-offs do not occur on adjacent streets 	<ul style="list-style-type: none"> None anticipated 	None	South Pasadena High School and Holy Family school pickup/drop-off zones

Ramona Neighborhood Traffic Management Plan
City of South Pasadena

Figure 15 Long-Term Solutions

#	Solution	Description	Benefits	Challenges	Costs	Location(s)
6	Rectangular rapid flashing beacon (RRFB)	<ul style="list-style-type: none"> Install devices using LED flashing beacons in combination with pedestrian and bicycle warning signs Install in conjunction with advance yield bars and pedestrian crossing signs 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety, particularly at locations with critical safety concerns and high volume pedestrian crossings Reinforces yielding to pedestrians Provides a high-visibility, strobe-like warning to drivers when pedestrians and bicyclists use a crosswalk 	<ul style="list-style-type: none"> Installation and maintenance cost. Perceived delays to drivers Possible light disturbance to adjacent properties 	<p>\$20,000 - \$40,000 each</p> <p>Design/Administration / Labor: \$8,000 each</p>	Midblock on Diamond Ave to connect South Pasadena High School to sports facilities
7	Curb extensions	<ul style="list-style-type: none"> Extend a section of the sidewalk into the roadway to physically narrow the roadway 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Reduce crossing distances Reduces speeding of turning vehicles Encourages pedestrians to cross at designated locations 	<ul style="list-style-type: none"> Cost 	<p>\$20,000 each</p> <p>Design/Administration / Labor: \$6,000 each</p>	Southwest leg of Ramona Ave/Oak St
8	Curb ramp realignment	<ul style="list-style-type: none"> Align curb ramps with marked crossings so they do not project into vehicular traffic lanes or parking Ensure that curb ramps are ADA-compliant with tactile warning strips 	<ul style="list-style-type: none"> Provides direct access between the sidewalk and roadway for people using wheelchairs, strollers, walkers, handcarts, bicycles, or have mobility impairments that make it difficult to step up and down high curbs Redirects crossing away from oncoming traffic and directly towards the opposite side of the road 	<ul style="list-style-type: none"> None anticipated 	<p>\$8,000 each</p> <p>Design/Administration / Labor: \$3,000 each</p>	<p>Throughout study area, particularly all legs of</p> <ul style="list-style-type: none"> Ramona Ave/Oak St Ramona Ave/Rollin St

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#	Solution	Description	Benefits	Challenges	Costs	Location(s)
9	Regulatory and warning signs	<ul style="list-style-type: none"> Install regulatory "Yield to Pedestrians" signs to inform drivers of their responsibility to yield at marked crossings 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Provides warning and regulatory reminders and information to all road users 	<ul style="list-style-type: none"> Cost of installation and time/cost of repairs 	<p>\$500 each</p> <p>Design/Administration / Labor: \$5,000 each</p>	North and south legs of Ramona Ave/Spruce
10	Upgrade pedestrian-scale lighting as needed	<ul style="list-style-type: none"> Install additional roadway lighting on both sides of wide streets and dimly lit areas Place lights in advance of midblock and intersection crosswalks to illuminate the front of pedestrian and avoid creating a silhouette Install pedestrian-scale lighting to improve nighttime security and visibility 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves safety of all roadway users 	<ul style="list-style-type: none"> Cost 	<p>\$20,000 - \$40,000 per location dependent on ownership of utilities provider</p> <p>Design/Administration / Labor: \$5,000 per location</p>	Throughout study area
11	Reconfigure intersection to improve pedestrian access	<ul style="list-style-type: none"> Evaluate traffic control and calming measures for the intersection Solutions may include bulb-out, additional signage and striping, and lane configuration to reduce chokepoint at south portion of the intersection, 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves safety of all roadway users Reduce crossing distances 	<ul style="list-style-type: none"> Cost of installation and design 	<p>Design/Administration / Labor: \$20,000 - \$30,000 for evaluation</p> <p>Construction costs will vary depending on proposed traffic calming measures</p>	Diamond Avenue/Lyndon Street

APPENDIX A

Figure 16 Holy Family School Carpool Procedures

HOLY FAMILY CARPOOL PROCEDURES

Morning Drop-off & Afternoon Pick-up Procedures (See map below)

Go **east** on Oak Street and turn **left** into the Pastoral Center driveway. (No right hand turn is permissible from Oak into the lot.) Follow cones and form one lane of traffic. Parent safety members will be on hand to assist students out of their cars in the morning. **Children should not exit the car until a parent safety member has escorted them out of their car.** Vehicles then exit back onto Oak Street and all cars **MUST** make a **right** hand turn out of the parking lot. This applies to both morning drop-off and afternoon pick-up.

Drop off begins no earlier than 7:30 a.m. and adult supervision MUST be present. Never drop-off or leave your child unattended on or around the school campus including the Eden Center/St. Joseph's Center Parking Lot. Students should always be escorted safely onto campus by an adult.

Students are expected to be in their classrooms, unpacked and ready to go **NO LATER** than 8:00 a.m. **Students who arrive after the 8:00 a.m. tardy bell (even if their car is in on the school property,) will be marked tardy. Students in all grade levels will be given a 45-minute detention to be served before school when they receive their 4th tardy per quarter. (Each subsequent tardy will equal a new detention.) Please know that excessive tardies WILL have a negative effect on a student's grade in class.**

For afternoon pick-up, the lot will open at 2:55 p.m. Cars may **NOT** line up prior to 2:50 p.m., as they block parking spaces to the Pastoral Center. As you wait to enter the parking lot, **please hug the curb** so the street remains free for neighborhood traffic.

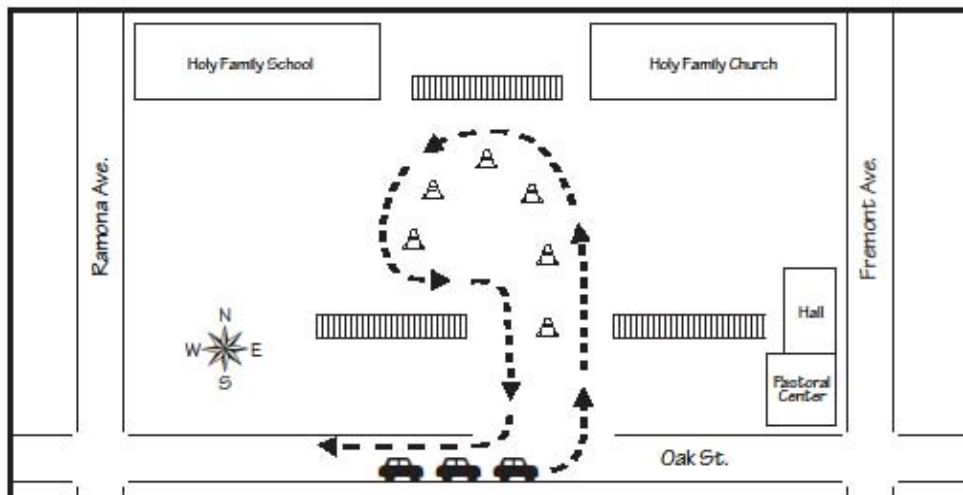
Parents must walk onto campus before children will be released as walkers.

Do

- Park in designated parking spots only.
- Always walk onto campus for pick-up/drop-off.
- Be courteous to neighbors.
- Be courteous to those assisting with carpool.
- Display ALL carpool names in vehicle's window.
- Remove ALL carpool names when all are present.

Do Not

- Do not park in red.
- Do not double park.
- Never drop kids in middle of street.
- Never walk through parking lot during carpool.
- Do not park in front of school driveway.
- Do not block neighbors' driveways.
- **DO NOT USE CELL PHONES IN CARPOOL.**





RAMONA AVE NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

FEBRUARY 5, 2019

Goals

- Evaluated Traffic Conditions to address concerns regarding:
 - Congestion
 - Circulation
 - Safety



16-27

Study Area

Process

- Field Traffic Counts on September 13, 2018
- Qualitative Evaluation of Field Conditions on September 27, 2018
- Community Meeting #1 on November 13, 2018
- Analysis of collision data utilizing Statewide Integrated Traffic Records System (SWITRS) data (2013-2017)
- Report preparation
- Community Meeting #2 on November 18, 2019



What we heard

- Ramona Avenue and Rollin Street:
 - Illegal drop-off activity from South Pasadena High School
 - Lack of/dim street lighting
 - Lack of stop signs, crosswalk markings, stop bars
 - Difficulty backing out of driveways for some residents on Ramona Ave
- Safety concerns along Ramona Avenue
 - Wide roadway width
 - Speeding and lack of speed limit signs
 - Poor visibility on Ramona Avenue and Oak Street
- Diamond Avenue and Oak Street poses pedestrian conflict due to missing sidewalk
- Diamond Avenue closure may exacerbate existing congestion and access issues



Findings

- More traffic in the morning than in the afternoon.
- Majority of the traffic related to the South Pasadena High School:
 - Pick-up and drop off on Ramona Avenue and Rollin Street for pick-up and drop-off.
 - On-street parking concentrated on Rollin Street between 2:50 pm and 3:15 pm.
- No conflicts observed vehicles exiting and entering Holy Family School pickup/drop-off area.
- Collision occurred primarily on arterials.
- Overall collision rate low



Solutions

Short-Term	Long-Term
Continental Crosswalks and ADA Ramps	Rectangular Rapid Flashing Beacon
Stop Sign on Ramona Ave at Rollin St	Curb Extensions
Staggered School Schedules	Curb Ramp Realignment
Tree Trimming	Regulatory and Warning Signs
Enforcement and Education of Pickup/Drop-off Zones	Pedestrian-scale Lighting (as-needed)
	Reconfigure Diamond Ave and Lyndon St
Estimated Total: \$210,000 (approximate)	Estimated Total: \$205,000* (approximate)

Diamond Avenue Closure



- Will divert 300 cars to surrounding streets
- Not recommended due to unacceptable congestion

Short-Term Solution

Continental Crosswalks & ADA Ramps



Where?

- ✓ Fremont Ave/Bank St
- ✓ Fremont Ave/Rollin St
- ✓ Fremont Ave/Oak St
- ✓ Ramona Ave/Rollin St
- ✓ Ramona Ave/Oak St

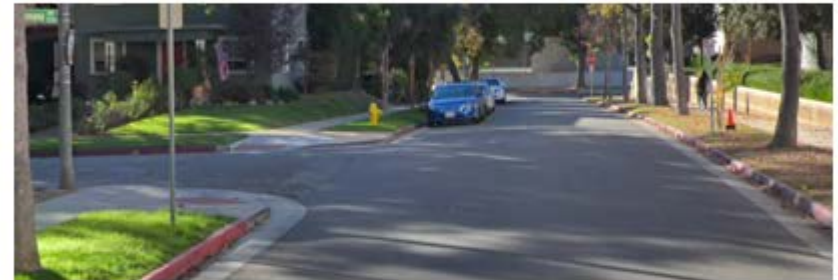
Short-Term Solution

Stop Sign on Ramona Ave at Rollin St



Where?

✓ Ramona Ave at Rollin St



Note: Not an all-way stop

Long-Term Solution

Rectangular Rapid Flashing Beacon



Where?

- ✓ Midblock on Diamond Ave



Long-Term Solution Curb Extensions



Where?

- ✓ NE leg of Ramona Ave/Oak St



Long-Term Solution Curb Ramp Realignment



Where?

- ✓ Ramona Ave/Oak St
- ✓ Ramona Ave/Rollin St



Long-Term Solution Regulatory Warning Signs



Where?

- ✓ Ramona Ave/Spruce St
(north and south legs)



Long-Term Solution

Pedestrian Scale Lighting (as-needed)



Where?

- ✓ Throughout study area

Note: Will Require further evaluation by a lighting engineer

Long-Term Solution

Reconfigure Diamond Ave and Lyndon St





QUESTIONS?