



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

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

**March 4, 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 (3) minutes and may be subject to change as directed by the Mayor.  
No agenda item may be taken after 11:00 p.m., unless determined necessary by the City Council.*

*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 Richard D. Schneider, M.D.

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

**PRESENTATIONS**

**2. Helen Putnam Award to South Pasadena**

**3. Energy Upgrade Proclamation**

**4. Arbor Day Proclamation**

**COMMISSION APPOINTMENTS**

**5. Authorize Commission Appointments**

Recommendation

It is recommended that the City Council:

1. Appoint the following resident to an unexpired term ending December 31, 2020:
  - Edward Elsner, Finance Commission

**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**

**6. 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.

**7. City Manager Communications**

**8. 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**

**9. Approval of Prepaid Warrants in the Amount of \$1,117,551.44. General City Warrants in the Amount of \$175,613.74. Voids in the Amount of (\$4,490.03).**

Recommendation

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

**10. 2019 Commission Annual Reports & 2020 Commission Work Plans**

Recommendation

It is recommended that the City Council receive and file the 2019 Commission Annual Reports and the 2020 Commission Work Plans.

**11. Authorize the City Manager to Execute Professional Services Agreements with ActiveSGV in the Amount of \$210,000 and Right of Way, Inc. in the amount of \$78,210 for Service Associated with the Planning and Hosting of the 626 Golden Streets Arroyo Fest**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a:

1. Professional Services Agreement (PSA) with Active San Gabriel Valley (ActiveSGV) for services associated with the planning and hosting of the 626 Golden Streets Arroyo Fest (Arroyo Fest) in the amount of \$210,000; and
2. PSA with Right of Way, Inc. (ROW) for traffic control services associated with Arroyo Fest in the amount of \$78,210.

**12. Receive and File Mid-Year Financial Report**

Recommendation

It is recommended that the City Council receive and file the Mid-Year (MY) Financial Report.

**PUBLIC HEARINGS**

**13. Public Hearing for First Reading and Introduction of an Ordinance for Zoning Code Amendment 0063-ZCA Amending Section 36.300.040 (Height Limits and Exceptions) of Division 36.300 (General Property Development and Use Standards) of Article 3 (Site Planning and General Development Standards) of Chapter 36 (Zoning) of the South Pasadena Municipal Code Regarding Parkway Landscaping Height Limits at Intersections**

Recommendation

It is recommended that the City Council conduct a public hearing for first reading and introduction of an Ordinance for Zoning Code Amendment 0063-ZCA amending Section 36.300.040 (Height Limits and Exceptions) of Division 36.300 (General Property Development and Use Standards) of Article 3 (Site Planning and General Development

Standards) of Chapter 36 (Zoning) of the South Pasadena Municipal Code (SPMC) Regarding Parkway Landscaping Height Limits at Intersections.

<b>ACTION/DISCUSSION</b>
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**14. Receive and File 2019-20 Strategic Plan Quarter 2 Update and Approve Modifications to the Plan**

Recommendation

It is recommended that the City Council:

1. Receive and file the second quarter update of the Fiscal Year (FY) 2019-20 Objectives; and
2. Approve modifications to the FY 2019-20 Strategic Plan.

**15. Approval of the Creation of a Traffic Enforcement Bureau in the Police Department**

Recommendation

It is recommended that the City Council:

1. Approve the creation of a Traffic Enforcement Bureau (Bureau) in the Police Department (Bureau); and
2. Convert an existing officer position to a corporal position to oversee the Bureau.

**16. Adoption of a Revised Resolution Supporting and Authorizing the City Manager to File Applications for the Senate Bill 2 Planning Grants Program**

Recommendation

It is recommended that the City Council adopt a revised resolution supporting and authorizing staff to file applications for Senate Bill 2 (SB 2) Planning Grants

**17. Authorize the City Manager to Execute 1) Professional Service Agreement with PlaceWorks in the Amount of \$267,598 to Update the City's Housing Element; 2) First Contract Amendment with PlaceWorks for Additional Public Outreach and Extend the General Plan Update and Downtown Specific Plan Contract Term to December 31, 2021 for a Total Not-To-Exceed Amount of \$235,312; 3) Second Amendment to the Professional Services Agreement with Psomas for Additional Environmental Analysis and Extend the Contract Term by to December 31, 2021 for a Total Not-To-Exceed Amount of \$229,259; and 4) Reallocate \$222,974 from a designated reserve fund to the Planning and Building Department Professional Services Account for Fiscal Year 2019-20**

Recommendation

It is recommended that the City Council authorize the City Manager to execute:

1. Professional Services Agreement (PSA) with PlaceWorks in the amount of \$267,598 to update the City's Housing Element; and

2. First Amendment to the PlaceWorks PSA to provide additional public outreach and extend the General Plan Update and Downtown Specific Plan (GP/DTSP) contract term to December 31, 2021 in the amount of \$106,579 for a total not-to-exceed amount of \$235,312; and
3. Second Amendment to the PSA with Pomas to provide additional environmental analysis and extend the contract term to December 31, 2021 in the amount of \$88,797 for a total not-to-exceed amount of \$229,259; and
4. Reallocate \$222,974 from a designated reserve fund, as determined by the City Council, to the Planning and Building Department Professional Services Account (101-7010-7011-8170) for Fiscal Year 2019-20.

**INFORMATION REPORTS**

**18. Briefing on Corona Virus**

**ADJOURNMENT**

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

March 18, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
April 1, 2020	Regular City Council Meeting	Council Chamber	Cancelled
April 15, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
May 6, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.

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

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

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

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

**AGENDA NOTIFICATION SUBSCRIPTION**

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

**ACCOMMODATIONS**



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

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

2/27/2020

Date

/s/

Maria E. Ayala  
Chief City Clerk