



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

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

**June 3, 2020, at 7:30 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.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for June 3, 2020 will be conducted remotely and held by video conference. The Meeting will be broadcast live on the City's website ([http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)) and local cable channels.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating remotely and will not be physically present in the Council Chambers.

If you would like to comment on an agenda item, members of the public may submit their comments in writing for City Council consideration, by emailing them to: [ccpubliccomment@southpasadenaca.gov](mailto:ccpubliccomment@southpasadenaca.gov). **Public Comments must be received by 6 p.m., June 2, 2020** to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) if you request for your public comment to be read at the meeting.

**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.

**SPECIAL PRESENTATION**

**1. Coronavirus Update and Discussion**

**CLOSED SESSION ANNOUNCEMENTS**

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

**PUBLIC COMMENT AND SUGGESTIONS**

The City Council welcomes public input. Members of the public may address the City Council by emailing: [ccpubliccomment@southpasadenaca.gov](mailto:ccpubliccomment@southpasadenaca.gov). Public Comments must be received by 6 p.m., June 2, 2020 to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) if you request for your public comment to be read at the meeting.

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.

**3. Public Comment – General**

**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**

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 a public comment has been received 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 April 15, 2020**
8. **Minutes of the Special City Council Meeting on April 29, 2020**
9. **Approval of Prepaid Warrants in the Amount of \$161,696.27; General City Warrants in the Amount of \$895,418.66; General City Warrant Voids in the Amount of (\$449.00); Supplemental ACH Payments in the Amount of \$25,085.48**

Recommendation

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

10. **Award Sole Source Purchase of Motorola APX 8500 All Band Mobile Radios in the Amount of \$25,050**

Recommendation

1. Authorize the purchase of three (3) Motorola APX 8500 All Band Portable Radios in the amount of \$25,050; and
2. Authorize a single sole source purchase pursuant to South Pasadena Municipal Code (SPMC) Section 2.99-29(19).

11. **Discretionary Fund Requests Mayor Robert Joe (\$2,000), Mayor Pro Tem Diana Mahmud (\$3,000) and Councilmember Marina Khubesrian (\$3,000), for a Combined Total of \$8,000 for the True North Polling Survey Professional Services Agreement**

Recommendation

It is recommended that the City Council approve Discretionary Fund requests by Mayor Joe in the amount of \$2,000, Mayor Pro Tem Mahmud in the amount of \$3,000, and Councilmember Khubesrian in the amount of \$3,000, for a combined total of \$8,000 for the True North Polling Survey Professional Services Agreement.

*Consent Item Added to Amended Agenda:*

**18. Discretionary Fund Request from Councilmember Dr. Richard Schneider in the amount of \$6,000 for a First Cut Scaled Drawing of the 710 Loop on Ramp**

Recommendation

It is recommended that the City Council approve Discretionary Fund requests by Councilmember Richard Schneider for a first cut scaled drawing sketch of the 710 Loop on Ramp from northbound Fair Oaks Avenue to southbound Arroyo.

**PUBLIC HEARING**

**12. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year 2020-21**

Recommendation

It is recommended that the City Council, after receiving public testimony at the Public Hearing, adopt the attached resolution confirming the annual, levy and collection of assessments for the Lighting and Landscaping Maintenance District (District) for Fiscal Year (FY) 2020-21.

**13. Designation of Rollin Craftsman Cluster Historic District (Project No. 2114-LHD)**

Recommendation

It is recommended that the City Council conduct a public hearing and adopt a Resolution taking the following actions:

1. Find that the properties in the Rollin Craftsman Cluster, including 1500, 1506, 1507, 1510, and 1512 Rollin Street, qualify under criteria (1), (4), (7), and (11) of the South Pasadena Municipal Code Section 2.63(b), for designation of a historic district; and
2. Designate the Rollin Craftsman Cluster Historic District

**ACTION/DISCUSSION ITEMS**

**14. Approval of the First Amendment to the Professional Services Agreement with True North Research, Inc., to Design, Conduct, and Analyze a Professional Poll for a Total Not-To-Exceed Amount of \$24,950**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the first amendment to the Professional Services Agreement (PSA) with True North Research, Inc. (True North) to expand the scope of services and modify the timeline to conduct a professional poll for a total not-to-exceed amount of \$24,950.

**15. Approval of the Fiscal Year 2020-21 Water Conservation Rebate Program in the Amount of \$115,000**

Recommendation

It is recommended that the City Council approve the Fiscal Year (FY) 2020-21 water conservation rebates and programs in the amount of \$115,000 funded from the existing Water Efficiency Fund.

**16. Discussion of Regulatory Changes to Allow Al Fresco Options**

Verbal Staff Report

**INFORMATIONAL REPORTS**

**17. Presentation of Draft Budget for Review Prior to Adoption on June 17**

**ADJOURNMENT**

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

June 17, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
July 1, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
July 15, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.

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

City Council Meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/city-council-meetings/2019-council-meetings-copy>

Agenda related documents provided to the City Council are available for public inspection on the City’s website at <https://www.southpasadenaca.gov/government/city-council-meetings/2019-council-meetings-copy>. Additional Documents, when presented to City Council, will also be uploaded and available on the City’s website.

Regular meetings are broadcast live on Spectrum Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at <https://www.southpasadenaca.gov/government/city-council-meetings/2019-council-meetings-copy>.

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or 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. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. 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.*

5/29/2020

/s/

Date

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Maria E. Ayala  
Chief City Clerk