



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

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

**August 5, 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 August 5, 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 12 p.m., August 5, 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.

**CLOSED SESSION ANNOUNCEMENTS**

- 1. **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 12 p.m., August 5, 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.

2. **Public Comment – General**

**COMMUNICATIONS**

- 3. **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.
- 4. **City Manager Communications**
- 5. **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

6. **Minutes of the Regular City Council Meeting on June 10, 2020**
7. **Minutes of the Regular City Council Meeting on June 17, 2020**
8. **Minutes of the Special City Council Meeting on June 24, 2020**
9. **Approval of Resolution Appointing Delegates, Representatives, and Alternates to Various Agencies and Organizations to Clarify the Term for the San Gabriel Valley Mosquito and Vector Control District**

### Recommendation

It is recommended that the City Council adopt a resolution appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena to clarify the term for the San Gabriel Valley Mosquito and Vector Control District.

10. **Adoption of a Resolution Approving the Annual Auditor's Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2020-21**

### Recommendation

It is recommended that the City Council adopt the attached resolution approving the Annual Auditor's Report for the levy of the Fiscal Year (FY) 2020-21 Library Special Tax (Tax).

11. **Repurpose Available Measure M Multi Sub-regional Program (MSP) dollars for Reallocation in Next Year's Project Cycle**

### Recommendation

Direct staff to bank and repurpose the available Measure M Multi Sub-regional Program (MSP) dollars for Reallocation in Next Year's Project Cycle.

12. **Approve a Multi-year Agreement with Great Match Consulting to Provide Supplemental Staffing on an As-Needed Basis in an Amount-Not-to Exceed of \$40,000 per year**

### Recommendation

It is recommended that the City Council:

1. Accept a proposal dated June 18, 2020, from Great Match Consulting to provide supplemental staffing on an as-needed basis; and
2. Authorize the City Manager to enter into a multi-year agreement with Great Match Consulting for an amount-not-to exceed \$40,000 per year through June 30, 2023.

**13. Adoption of a Resolution Authorizing Submittal of a Grant Application to Participate in the Used Oil Payment Program**Recommendation

It is recommended that the City Council:

1. Adopt a resolution authorizing the submittal of a grant application to participate in the State of California Department of Resources Recycling and Recovery's (CalRecycle) Used Oil Payment Program (OPP); and
2. Authorize the City Manager to execute all documents required to obtain the grant.

**14. Adoption of a Resolution Continuing the Proclamation of a Local Emergency Due to the Outbreak of COVID-19, Adding Regulations to Facilitate Expansion of the Al Fresco Dining and Retail Program, Including Suspension of Outdoor Dining Permit Fee, Adoption by Reference of Los Angeles County Ordinance Capping Fees for Third-Party Delivery Platforms for Food Delivery, and Authorizing the City Manager to Take All Necessary Actions as the Director of Emergency Services**Recommendation

It is recommended that the City Council approve the attached resolution:

1. Continuing the proclamation of a local emergency due to the outbreak of COVID-19;
2. Adding regulations for the expansion of the Al Fresco Dining & Retail Program, including waiver of the fee for Outdoor Dining Permit;
3. Adopting the Los Angeles County Ordinance capping fees for third-party delivery platforms for food delivery; and
4. Authorizing the City Manager to take all necessary actions as the Director of Emergency Services.

<b>PUBLIC HEARING</b>
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**15. Zoning Code Amendment for Streamline Planning Review and Minor Clean-up**Recommendation

Staff recommends that the City Council adopt an Ordinance amending South Pasadena Municipal Code (SPMC) Chapter 36 (Zoning) - Sections 36.400.020 (Authority of Land Use and Zoning Decisions), 36.400.040 (Application Preparation and Filing), 36.410.040 (Design Review), 36.410.060 (Conditional Use Permits and Administrative Use Permits), 36.410.065 (Hillside Development Permits), 36.420.020 (Time Limits and Extensions), 36.600.050 (Design Review Board), 36.610.050 (Applying, Filing, Processing and Decisions), 36.630.020 (Notice of Hearing), 36.630.040 (Review Authority Decision and Notice), and 36.630.050 (Recommendation by Planning Commission).

**ACTION/DISCUSSION ITEMS****16. Consideration of Ballot Measures for the November 3, 2020 General Municipal Election; Approval of Resolution for the Submission of Proposed Ordinance; and Approval of Language for the Ballot Measure**Recommendation

It is recommended that the City Council consider ballot measures for the General Municipal Election on Tuesday, November 3, 2020; approve the resolution submitting a ballot measure to the voters; and approve language for the ballot measure. Staff recommends the following:

- 1) The UUT measure be placed on the ballot at the current rate of 7.5% and without a sunset date, but rather language that states it will remain in place until repealed by the voters;
- 2) The Transit Occupancy Tax measure be delayed until the November 2022 ballot as the urgency for this item has been removed by the pandemic impacts to the hospitality industry and the generally preferred standard of not placing multiple tax measures on the same ballot;
- 3) The Planning Commission has recommended against a November 2020 ballot measure to increase height limits, deferring consideration of such a measure until after more analysis and outreach has been conducted.

**17. Resolution Affirming the City of South Pasadena's Commitment to Diversity and to Safeguarding Civil Rights, Safety and Dignity of all of our Citizens**Recommendation

It is recommended that the City Council adopt a resolution entitled "A Resolution Affirming the City of South Pasadena's Commitment to Diversity and to Safeguarding Civil Rights, Safety and Dignity of all of our Citizens."

**18. Al Fresco Dining and Retail Pilot Program – Update and Potential Expansion**Recommendation

It is recommended that the City Council:

1. Receive an update regarding the Al Fresco Dining and Retail Pilot Program, including review of potential funding sources and a review of what other cities are doing;
2. Approve waiving the application fee for Sidewalk Dining Permits and approve the temporary designation of limited public off-street parking spaces as replacement or ADA parking spaces for the Al Fresco program as authorized by the August 5, 2020, Local Emergency Declaration Resolution;
3. Authorize Staff to issue Requests for Proposals for traffic control plans and traffic studies associated with Phase 2 of the program; and
4. Direct Staff to return during the August 19, 2020, City Council meeting with additional recommendations and associated funding requests based on Al Fresco applications received through August 7, 2020, for use of parking lanes, temporary parklets, and associated traffic and/or pedestrian safety studies for any proposed lane and/or street closures.

**INFORMATION REPORTS**

**19. Discussion of Fremont Avenue Traffic Calming**

**ADJOURNMENT**

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

August 19, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 2, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 16, 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.*

7/30/2020

Date

/s/

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Maria E. Ayala  
Chief City Clerk