



**CITY OF SOUTH PASADENA
CITY COUNCIL**

**AGENDA
REGULAR MEETING
WEDNESDAY, JULY 7, 2021 AT 7:00 P.M.**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

WELCOME BACK TO IN-PERSON HYBRID MEETING!

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 Governor Newsom's Executive Order N-08-21, the City Council may conduct its meetings remotely and may be held via video conference. Pursuant to such Executive Order, the City Council may participate remotely and not be physically present in the City Council Chambers. Until further notice and as such Executive Orders remain in effect, the City Council may also allow public participation to continue via live public comment conducted over ZOOM.

The South Pasadena City Council Meeting for **July 7, 2021** will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

Please be advised that pursuant to the Executive Order(s), and to ensure the health and safety of the public, staff, and City Council, as the Council Chambers will be open to the public for the meeting and members of the public may attend and/or participate in the in-person meeting, all are kindly reminded to follow Los Angeles County Public Health and CDC regulations and guidelines that are in place and may be posted.

The In-person Hybrid meeting will be conducted live in the City Council Chambers.

The Meeting will be available

- In Person Hybrid – City Council Chambers, 1424 Mission Street
- Live Broadcast via the website –
http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 879 9631 6010**
Passcode: 7721

Public Comments participation may be made as follows:

- Written Comment submitted by no later than meeting day, 12:00 PM, deadline via the website.
- In Person Hybrid – City Council Chambers, 1424 Mission Street.
- Via Zoom by "raising hand" (see Public Comment Section below for instructions.)

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:
<https://us06web.zoom.us/j/87996316010?pwd=eGRIYzJsN0dhUIZVRVNUQ2VOQ24vUT09>; or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted.

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://zoom.us/u/aiXV0TAW2>

CALL TO ORDER:	Mayor	Diana Mahmud
ROLL CALL:	Mayor	Diana Mahmud
	Mayor Pro Tem	Michael Cacciotti
	Councilmember	Jack Donovan
	Councilmember	Jon Primuth
	Councilmember	Evelyn G. Zneimer
PLEDGE OF ALLEGIANCE:	Councilmember	Donovan

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. If you would like to comment on an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:
Participate in-person at the City Council Chambers.

Option 2:
Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item. *(Note: For the purpose of best ensuring that all of the agenda items are considered at the Council Meeting, the Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to limit public comment(s) to less than 3 minutes on any given agenda item).*

Option 3:
Email public comment(s) to ccpubliccomment@southpasadenaca.gov.
Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:
1) Name (optional), and
2) Agenda item you are submitting public comment on.
3) Submit by no later than 12:00 p.m., on the day of the Council meeting.

NOTE: 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

PRESENTATION(S) - NONE

COMMUNICATIONS

3. COUNCILMEMBERS COMMUNICATIONS

Time allotted per Councilmember is 3 minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

4. CITY MANAGER COMMUNICATIONS**5. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA****CONSENT CALENDAR****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.

6. Approval of Prepaid Warrants in the Amount of \$231,611.43; General City Warrants in the Amount of \$616,989.10; General City Warrant Voids in the Amount of (\$1,246.14); Supplemental ACH Payments in the Amount of \$52,838.04; Transfers in the Amount of \$5,061,000.00; Payroll in the Amount of \$1,128,397.97**Recommendation**

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

7. Minutes of the City Council Meeting(s) for the dates as follows:

- **March 29, 2021 – Special Meeting**
- **April 7, 2021 – Special Meeting**
- **April 7, 2021 – Regular Meeting**
- **April 20, 2021 – Regular Meeting**
- **April 21, 2021 – Regular Meeting**
- **May 5, 2021 – Regular Meeting**
- **May 19, 2021 – Regular Meeting**

Recommendation

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

CONSENT CALENDAR - CONTINUED

8. **Authorize two Professional Services Agreements with 1) Helix Environmental Planning Inc. and 2) Historic Resources Group to provide on-call Planning to assist with Historic Preservation Project Review in the amount not to exceed of \$50,000 per firm for a total not to exceed amount of \$100,000, paid for by project applicants**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the Professional Services Agreements (PSAs) with two on-call Planning Firms:

1. Helix Environmental Planning, Inc. and
2. Historic Resources Groups to assist with expedited historic preservation project review, paid for by applicants, in the amount not-to-exceed \$50,000 per firm, for a total budgeted amount of \$100,000. The actual costs of these agreements will be passed through the project applicant requesting expedited project review.

9. **Interim Planning Manager Backfill Request**

Recommendation

It is recommended that the City Council:

1. Appropriate \$36,000 from General Fund Undesignated Reserves to the Planning and Community Development Contract Services Account 101-7010-7011-8170, to provide temporary staffing to backfill staff absences; and
2. Approve a Second Amendment to a Professional Services Agreement (PSA) with Willdan Engineering for \$36,000, for a new total not to exceed amount of \$60,580, for up to six weeks of Interim Planning Manager services to backfill the Planning Manager position during an unanticipated leave of absence.

10. **Authorize two Professional Services Agreements with 1) Transtech Engineers, Inc. and 2) Willdan Engineering, Inc to provide on-call Code Enforcement Services in the amount not to exceed \$36,000 per firm, for a total not to exceed amount of \$72,000**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the Professional Services Agreements (PSAs) with two on-call engineering firms:

1. Transtech Engineers, Inc. and
2. Willdan Engineering, Inc. to assist with backfill Code Enforcement services during the recruitment for a full time Community Improvement Coordinator, in the amount not-to-exceed \$36,000 per firm, for a total budgeted amount of \$72,000. Backfill services will be coordinated between the two firms such that services will not exceed 40 hours per week, for up to six months.

CONSENT CALENDAR - CONTINUED

11. **Acceptance of Project Completion and Authorization to File a Notice of Completion for Graves Reservoir Replacement Project and Authorization to Release Retention Payment to Pacific Hydrotech Corporation in the Amount of \$503,393.23**

Recommendation

It is recommended that the City Council;

1. Accept the Graves Reservoir Replacement Project (Project) as complete;
 2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
 3. Authorize release of retention payment to Pacific Hydrotech Corporation, (Contractor), in the amount of \$503,393.23
12. **Authorize the First Amendment with John L. Hunter and Associates (JHA), Inc. Extending the Agreement for an Additional Two Years for Environmental Compliance and National Pollutant Discharge Elimination System (NPDES) Consulting Services in a Total Not-to-Exceed Amount of \$75,810.00.**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the first contract amendment with JHA, Inc. to extend the Agreement providing environmental compliance and NPDES services for an additional two years, in an amount not-to-exceed \$45,405 for the first extension Year 2022, and \$30,405 for the second extension Year 2023, for a total of \$75,810.

13. **Authorize the First Amendment with Carollo Engineers, Inc. Extending the Professional Services Agreement for Additional One Year for Preparation of the Integrated Water and Wastewater Resources Management Plan**

Recommendation

It is recommended that the City Council authorize:

1. The City Manager to execute the first contract amendment with Carollo Engineers, Inc. (Carollo) to extend the professional services agreement for an additional year for the preparation of an Integrated Water and Wastewater Resources Management Plan (IWWRMP).
2. Appropriate \$191,224.64 to 210-9000-9403-9403-000 that is carried over from FY 2020-21.
3. Appropriate \$58,713.32 to 500-9000-9403-9403-000 that is carried over from FY 2020-21.

CONSENT CALENDAR - CONTINUED

14. **Authorize a Contract Amendment to the Agreement with Interwest Consulting Group for On-Call Inspection Support Services Available on an As-Needed Basis for an Additional Amount of \$25,000 for a Total Contract Amount of \$49,000, and Extend the Agreement from August 5, 2021, to August 5, 2022**

Recommendation

Staff recommends that the City Council authorize the City Manager to:

1. Execute a contract amendment with Interwest Consulting Group for on-call inspection support services available on an as-needed basis, for an amount of \$25,000 for a total contract amount of \$49,000, and
2. Execute a contract amendment to extend the contract period from August 5, 2021 to August 5, 2022.

PUBLIC HEARING

15. **First Reading and Introduction of an Ordinance, Amending Chapter 19A (Noise Regulation) of the South Pasadena Municipal Code to Prohibit the Use of Gas-Powered Leaf Blowers**

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTIONS 19A.12.1 ("POWER YARD MAINTENANCE EQUIPMENT—DEFINITIONS") AND 19A.12.4 ("LEAF BLOWERS—REGULATION OF USE") OF CHAPTER 19A ("NOISE REGULATION") OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO LEAF BLOWERS

Recommendation

It is recommended that the City Council

1. Conduct Public Hearing.
2. Conduct first reading, read by title only, waive further reading, and introduce an ordinance to amend Chapter 19A of the South Pasadena Municipal Code (SPMC) to prohibit the use of gas-powered leaf blowers within the City of South Pasadena.

PUBLIC HEARING**16. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year (FY) 2021-22****RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONFIRMING THE FISCAL YEAR 2021-22 ANNUAL LEVY AND COLLECTION OF ASSESSMENTS CERTAIN MAINTENANCE IN AN EXISTING DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

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 LLMD for FY 2021-22.

ACTION / DISCUSSION**17. Authorize a Professional Services Agreement with Economic and Planning Systems, Inc. (EPS) for an Inclusionary Housing In-Lieu Fee Study and Affordable Housing Program Recommendations in an Amount Not-to-Exceed \$73,345 and Increase the Planning & Community Development Contract Services Account by \$13,345 from the General Fund for Fiscal Year 2021-2022****Recommendation**

It is recommended that the City Council:

1. Authorize the City Manager to execute a Professional Services Agreement (PSA) with Economic and Planning Systems, Inc. (EPS) in an amount not to exceed \$73,345 for preparation of an Inclusionary Housing In-Lieu Fee Study and Affordable Housing Program Recommendations; and
2. Appropriate \$13,345 from General Fund Undesignated Reserves to the Planning and Community Development Contract Services Account 101-7010-7011-8170.

INFORMATION REPORTS - NONE

ADJOURNMENT

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

July 21, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
August 4, 2021	Regular City Council meeting	Declared Dark	Cancelled
August 18, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
September 1, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City’s website: <https://www.southpasadenaca.gov/government/city-council-meetings/2021-council-meetings>.

Regular meetings are live streamed via the internet at: http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification please contact the City Clerk’s Division via email at CityClerk@southpasadenaca.gov or call (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. 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).

CERTIFICATION OF POSTING

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on July 7, 2021, 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, on the date listed below.

07/01/2021

/s/

Date

Linda Thai
Deputy City Clerk