



**CITY OF SOUTH PASADENA
CITY COUNCIL**

**A G E N D A
REGULAR MEETING
WEDNESDAY, OCTOBER 20, 2021 AT 7:00 P.M.**

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

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 AB 361 Government Code section 54953, subdivision (e)(3), 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 **October 20, 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 government code, 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: 825 9999 2830**

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/82599992830>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	Jack 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.

PUBLIC COMMENT

- 2. PUBLIC COMMENT – GENERAL**

PRESENTATIONS**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 \$158,380.44; GENERAL CITY WARRANTS IN THE AMOUNT OF \$322,251.33; SUPPLEMENTAL ACH PAYMENTS IN THE AMOUNT OF \$1,736,682.60; TRANSFERS IN THE AMOUNT OF \$3,004,500.00; VOIDS IN THE AMOUNT OF (\$1,443.16); PAYROLL IN THE AMOUNT OF \$589,666.03.**Recommendation**

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

7. DISPOSAL OF SURPLUS PROPERTY**Recommendation**

It is recommended that the City Council approve the request to dispose of the attached surplus property as recommended by the South Pasadena Police and Fire Departments.

8. QUARTERLY BUDGET UPDATE**Recommendation**

It is recommended that the City Council receive and file the Quarterly Budget Update for the first quarter of fiscal year 2021-2022.

9. ADOPTION OF A RESOLUTION APPROVING THE CITY OF SOUTH PASADENA INVESTMENT POLICY FOR FISCAL YEAR 2021-22**Recommendation**

It is recommended that the City Council adopt a resolution approving the Fiscal Year (FY) 2021-22 Investment Policy.

CONSENT CALENDAR - CONTINUED**10. MONTHLY INVESTMENT REPORT FOR AUGUST 2021****Recommendation**

It is recommended that the City Council receive and file the Monthly Investment Report for August 2021.

11. REORGANIZATION OF THE CITY MANAGER'S DEPARTMENT AND CREATION OF A NEW MANAGEMENT SERVICES DEPARTMENT AND ADJUSTMENT TO FIRE CHIEF SALARY RANGE**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA REORGANIZING THE MANAGEMENT SERVICES DEPARTMENT TO CREATE A CITY MANAGER'S DEPARTMENT AND A MANAGEMENT SERVICES DEPARTMENT, ESTABLISH A NEW DEPUTY CITY MANAGER AND MANAGEMENT SERVICES DIRECTOR POSITION, AND ADOPTING NEW JOB DESCRIPTIONS AND SALARY RANGES, AND ADJUSTING THE FIRE CHIEF'S SALARY RANGE

Recommendation

It is recommended that the City Council consider the following actions:

1. Approve the Reorganization of the City Manager's Department, establishing a new Deputy City Manager position; and
2. Approve the creation of a new Management Services Department and a new Management Services Director position and adjust the Fire Chief's salary range.
3. Appropriate \$85,716 to City Manager Department / Salaries – Permanent Account 101-2010-2011-7000-000 to cover the cost of the new Deputy City Manager.
4. Appropriate \$82,116 to Management Services Department / Salaries – Permanent Account 101-2030-2031-7000-000 to cover the cost of the new Management Services Director.
5. Appropriate \$10,530 to Fire Department/Salaries – Permanent Account 101-5010-5011-7000-000 to cover the cost of the increase the salary range for the Fire Chief.

12. AUTHORIZE STAFF TO ACCEPT FUNDING FROM THE 2020 URBAN AREA SECURITY INITIATIVE GRANT FUNDS IN THE AMOUNT OF \$62,680 FOR MOBILE DATA COMPUTERS**Recommendation**

It is recommended that the City Council:

CONSENT CALENDAR - CONTINUED

1. Authorize the City Manager or designee to accept a grant award of \$62,680 from the 2020 Urban Area Security Initiative (UASI) to reflect in the Homeland Security Grant revenue account 274-0000-0000-5036-000.
 2. Authorize the City Manager or designee to execute the UASI 2020 Subaward Agreement and related documents to purchase equipment that supports regional homeland security goals.
 3. Appropriate \$62,680 to account 274-4010-4019-8520-000 for portion of the Mobile Data Computers (MDCs).
 4. Appropriate an additional \$4,000 to the Machinery & Equipment account 101-4010-4011-8520-000 for the remaining portion of the Mobile Data Computers from the General Fund Reserves.
- 13. AUTHORIZE THE CITY MANAGER TO EXECUTE THE REVISED AGREEMENT WITH ALTA PLANNING + DESIGN, INC. FOR A NOT-TO-EXCEED CONTRACT AMOUNT OF \$225,000 FOR THE SLOW STREETS PROGRAM**

Recommendation

Authorize the City Manager to Execute the Revised Agreement with Alta Planning + Design, Inc. for a Not-to-Exceed Contract Amount of \$225,000 for the Slow Streets Program

- 14. AUTHORIZE THE FOURTH CONTRACT AMENDMENT WITH WEST COAST ARBORIST INC. FOR FY 2021-22 URBAN FORESTRY SERVICES IN A TOTAL NOT-TO-EXCEED AMOUNT OF \$465,000.**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the fourth contract amendment with West Coast Arborists Inc. (WCA), in an amount not to exceed \$465,000, for FY 2021-22 urban forestry services.

PUBLIC HEARING

- 15. RESOLUTION ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN (UWMP) AND WATER SHORTAGE CONTINGENCY PLAN (WSCP)**

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING THE 2020 URBAN WATER MANGMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN

Recommendation

It is recommended that the City Council:

1. Open a Public Hearing for the adoption of the 2020 Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP).
2. Adopt a resolution adopting the 2020 UWMP and WSCP.

ACTION / DISCUSSION**INFORMATION REPORTS****ADJOURNMENT****FOR YOUR INFORMATION****FUTURE CITY COUNCIL MEETINGS**

November 03, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
November 17, 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 **October 20, 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.*

10/14/2021

Christina Muñoz

Date

Christina Muñoz, Interim Deputy City Clerk