



CITY OF SOUTH PASADENA
CITY COUNCIL

AMENDED AGENDA

REGULAR MEETING
WEDNESDAY, NOVEMBER 15, 2023, AT 7:00 P.M.

AMEDEE O. "DICK" RICHARDS JR. 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

The South Pasadena City Council Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030.
- Live Broadcast via the City website – http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to ccpubliccomment@southpasadenaca.gov.
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

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. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

CALL TO ORDER: Mayor Jon Primuth

ROLL CALL:	Mayor	Jon Primuth
	Mayor Pro Tem	Evelyn G. Zneimer
	Councilmember	Jack Donovan
	Councilmember	Michael A. Cacciotti
	Councilmember	Janet Braun

PLEDGE OF ALLEGIANCE: Mayor Jon Primuth

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

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 to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:

- 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 City Council meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment time limit to less than three minutes, as needed.

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.

CLOSED SESSION ANNOUNCEMENTS**1. CLOSED SESSION ANNOUNCEMENTS****PUBLIC COMMENT****2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

PRESENTATION**3. MERCHANT MINUTE – MOSS AND MEADOW****4. ANNUAL CHAMBER OF COMMERCE REPORT TO THE CITY COUNCIL****5. STAFF INTRODUCTION**

Management Services Department:
Bryan Martinez, Management Assistant

CHANGES TO THE AGENDA**6. 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.

7. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$2,681.74; GENERAL CITY WARRANTS IN THE AMOUNT OF \$452,803.65; ONLINE PAYMENTS IN THE AMOUNT OF \$153,592.80; VOIDS IN THE AMOUNT OF (\$2,821.74); PAYROLL IN THE AMOUNT OF \$831,469.49**

Recommendation

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

8. **SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA AMENDING ARTICLE X (“JUST CAUSE FOR EVICTION”) OF TITLE 17 (“HEALTH AND SANITATION”) OF THE SOUTH PASADENA MUNICIPAL CODE**

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE X (“JUST CAUSE FOR EVICTION”) OF TITLE 17 (“HEALTH AND SANITATION”) OF THE SOUTH PASADENA MUNICIPAL CODE

Recommendation

It is recommended that the City Council consider the adoption of an ordinance amending Article X (“Just Cause for Eviction”) to Title 17 (“Health and Sanitation”) of the South Pasadena Municipal Code.

9. **APPROVAL OF A TASK ORDER WITH ANNEALTA GROUP FOR STREET IMPROVEMENT PROJECT, CONSTRUCTION, & INSPECTION MANAGEMENT FOR CITY’S IMPROVEMENT PROJETS**

Recommendation

It is recommended that the City Council approve the Task Order under an existing Master On-Call Professional Services Agreement with Annealta Group to provide project management, construction management, and inspection management services for the City’s street, sidewalk, curb and gutter, and related infrastructure improvement projects in the amount of \$129,888.00, inclusive of \$118,080.00 in fees and a 10% contingency of \$11,808.00.

10. **APPROVAL OF A TASK ORDER WITH WILLDAN ENGINEERING FOR STORM DRAIN DESIGN AND CONSTRUCTION DOCUMENT PREPARATION**

Recommendation

It is recommended that the City Council approve the Task Order under an existing Master On-Call Professional Services Agreement with Willdan Engineering to provide design and construction document services related to a City storm drain adjacent to Hanscom Drive and Las

Palmitas Street in the amount of \$57,854, inclusive of \$52,594 of fees and a 10% contingency of \$5,260.

11. CONSIDER THE APPROPRIATION OF \$28,000 IN CALIFORNIA STATE FUNDING FROM THE OFFICER WELLNESS AND MENTAL HEALTH GRANT PROGRAM TO THE POLICE DEPARTMENT'S FISCAL YEAR 2024 OPERATING BUDGET FOR WELLNESS-RELATED PROGRAMS AND ACTIVITIES

Recommendation

It is requested that the City Council:

1. Consider approving an appropriation of \$28,000 in California state funding to the Police Department's fiscal year 2023 – 2024 operating budget for wellness-related programs and activities into account 101-4010-4011-8020 Police Special Department Expense.
2. Authorize the City Manager or designee to execute all necessary documents related to the grant.

12. CONSIDER AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD IN THE AMOUNT OF \$55,000 FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY FOR THE STRATEGIC TRAFFIC ENFORCEMENT PROGRAM AND APPROVE THE GRANT AGREEMENT

Recommendation

It is recommended that the City Council:

1. Accept a grant award in the amount of \$55,000 from the California Office of Traffic Safety for the Strategic Traffic Enforcement Program into Revenue Account 101-0000-0000-5073-001 and approve the Grant Agreement;
2. Appropriate \$47,000 into 1010-4010-4011-7050-000 Overtime – DUI Checkpoint and \$8,000 into 101-4010-4011-8022 OTS Grant Expenses; and
3. Authorize the City Manager or designee to execute all necessary documents to accept the grant.

13. CONSIDERATION OF THE APPROVAL OF THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICE AGREEMENT WITH MOORE LACOFANO GOLTSMAN, INC. FOR UPDATED PROPERTY DATA AND MAPS IN AN AMOUNT NOT-TO-EXCEED \$15,000

Recommendation

It is recommended that the City Council consider the approval of the First Amendment to the Professional Services Agreement with Moore Iacofano Goltsman, Inc. for additional technical services for property development and zoning data, analysis, and mapping in the amount of \$15,000 for a new not-to-exceed amount of \$44,250.

14. APPROVAL OF THE 2024 CITY COUNCIL MEETING SCHEDULE

Recommendation

It is recommended that the City Council approve the City Council **meeting** schedule for the 2024 calendar year

15. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR SEPTEMBER 27, 2023 AND OCTOBER 04, 2023

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Special and Regular Meetings of September 27, 2023 and October 04, 2023

ACTION/DISCUSSION

16. CONSIDER AWARD OF A CONTRACT TO REXEL SOLUTIONS, CHARGEPOINT PARTNER, THE AMOUNT OF \$30,000 FOR THE PURCHASE OF ELECTRIC VEHICLE SUPPLY EQUIPMENT AND RELATED SERVICES FOR THE CITY STORAGE YARD ELECTRIC VEHICLE CHARGER INSTALLATION UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM, AND APPROVAL OF A SCE CHARGE READY TRANSPORT PROGRAM PARTICIPATION AGREEMENT WITH SOUTHERN CALIFORNIA EDISON

Recommendation

It is recommended that the City Council:

1. Award a contract and associated purchase order and quotation to Rexel Energy Solution, ChargePoint Partner, at the proposed competitive procurement price for the purchase of Electric Vehicle Supply Equipment (EVSE) and Related Services, specifically two (2) ChargePoint CP6021B-80A-L7 Level 2 electric vehicle chargers and supporting services for \$30,000 which includes a \$24,081 purchase price and a \$5,919 contingency; and approve the use of the Sourcewell cooperative purchasing program for the procurement pursuant to Municipal Code Section 2.99-29(19) and the City’s Purchasing Policy; and
2. Re-appropriate \$30,000 from the General Fund into Fiscal Year (FY) 2023-2024 Capital Improvement Program (CIP) Account No. 400-9000-9189-9189-000, having previously appropriated \$50,000 from the General Fund into the FY 2022-2023 CIP Account No. 101-9000-9189-9189-000 to facilitate electric vehicle charger installation efforts; and
3. Approve the Program Participation Agreement with Southern California Edison (SCE) to participate in the SCE Charge Ready Transport Program.

17. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR JULY 27, 2022

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Special City Council Meeting of July 27, 2022

PUBLIC COMMENT – CONTINUED

18. CONTINUED PUBLIC COMMENT – GENERAL

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

COMMUNICATIONS

19. COUNCILMEMBER COMMUNICATIONS

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

20. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

December 5, 2023	State of the City (Senior Center)	6:00 P.M.
December 6, 2023	Regular City Council Meeting	7:00 P.M.
December 20, 2023	Regular City Council Meeting	6:00 P.M.
January 17, 2024	Regular City Council Meeting	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 viewing on the City’s website:

www.southpasadenaca.gov/CityCouncilMeetings2023

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 **November 15, 2023**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.*

11/13/2023

/S/

Date

Lucy Urzua, Deputy City Clerk