



Amended Additional Documents Distributed for the City Council Meetings of April 19, 2023

Item No.	Agenda Item Description	Distributor	Document
SP. 2	APPROVE AND AUTHORIZE EXECUTION OF LEASE AGREEMENT FOR 308 SAN PASCUAL AVENUE	Angelica Frausto-Lupo, Community Development Director	Memo for Clarification
02.	PUBLIC COMMENT - GENERAL	Yvonne LaRose	Email to Council
02.	PUBLIC COMMENT - GENERAL	William Kelly	Email to Council
02.	PUBLIC COMMENT - GENERAL	Anthony Lai	Email to Council
02.	PUBLIC COMMENT - GENERAL	Anne Bagasao	Email to Council
03.	PRESENTATION OF A CERTIFICATE OF APPRECIATION FOR MARY ANN PARADA FOR DEDICATED SERVICE TO THE CITY OF SOUTH PASADENA	Tamara Binns, Assistant to the City Manager	PowerPoint
05.	PRESENTATION OF A PROCLAMATION DECLARING APRIL 26, 2023, AS "DENIM DAY"	Yvonne LaRose	Email to Council
18.	APPROVAL OF MAYOR'S LIST OF CITY COUNCIL LIASON AND REGIONAL GROUP APPOINTMENTS	Luis Frausto, Management Services Director	Memo for Clarification
21.	REVIEW AND DISCUSS THE CITY OF SOUTH PASADENA SPECIAL EVENT AND CO-SPONSORSHIP PROGRAM	Sheila Pautsch, Community Services Director	PowerPoint
23.	APPROVE FUND ALLOCATION AND AUTHORIZE THE CITY MANAGER TO EXECUTE A CONTRACT AMENDMENT TO COMPLETE THE ENVIRONMENTAL REVIEW DOCUMENTS FOR THE 2021-2029 HOUSING ELEMENT AND GENERAL PLAN/DOWNTOWN SPECIFIC PLAN FOR A TOTAL NOT TO EXCEED AMOUNT OF \$291,974	Angelica Frausto-Lupo, Community Development Director	Memo for Clarification

24.	PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR FISCAL YEAR 2023/2024 IN THE AMOUNT OF \$130,658, WITH \$19,599 FOR THE SENIOR NUTRITION PROGRAM AND \$111,059 FOR SIDEWALK REPLACEMENTS AND AMERICAN WITH DISABILITIES (ADA) ACT RAMP UPGRADES	Melissa Snyder, Community Services Supervisor	PowerPoint
25.	RECEIVE AND FILE THE COMMUNITY SERVICES DEPARTMENT ORGANIZATIONAL AND OPERATIONAL ASSESSMENT	Sheila Pautsch, Community Services Director	PowerPoint
27.	CITY COUNCIL COMMUNICATIONS	Councilmember Michael Cacciotti	PowerPoint
28.	CITY MANAGER COMMUNICATIONS	Arminé Chaparyan	PowerPoint



City of South Pasadena
Community Development
Department

Memo

Date: April 19, 2023

To: The Honorable City Council
and Housing Authority Board of Directors

Via: Arminé Chaparyan, City Manager *Ac*
and Executive Director of the South Pasadena Housing Authority

From: Angelica Frausto-Lupo, Community Development Director
Leah Demarest, Senior Management Analyst for Housing Programs

April 19, 2023, Housing Authority Board of Directors Meeting Item No. 2
Approve and Authorize Execution Of Lease Agreement For 308 San
Pascual Avenue

The memo provides a revision to the expiration date of the most recent lease agreement for 308 San Pascual Avenue. The correct expiration date is July 30, 2022. The lessee's occupancy became month-to-month upon expiration.

From: [Yvonne LaRose](#)
To: [City Council Public Comment](#)
Subject: General Public Comment: Breaking the Glass Ceiling - and Opening Doors
Date: Tuesday, March 21, 2023 12:16:30 PM

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I come to you tonight as an Organization Development Consultant. However, tonight the diversity notch is in a new place. It's about [Women's History Month](#) and recognition of the strides and mountains women throughout history have made for inclusion and recognition as capable, intelligent, masterful leaders in their fields of endeavors.

For millennia, women have traditionally been cast into the support roles of society where they were not allowed to work and earn money to sustain themselves. Some were even restricted from learning - reading, mathematics, the sciences, and so on. Their duty was to bear children and attend the home - plus a little hard labor in the field should an extra hand be required. They were not viewed as being partners in relationships; instead, they were chattel and a bonus of the wedding dowry.

How many remember the days of classified ads that contained help wanted sections labeled "Employment - Men" and "Employment - Women"? How many are aware that during that time opportunities for professionals, including engineers, were put into the Business News section and were considered male employment opportunities - women need not apply?

However, women have proved themselves to be worthy of standing shoulder to shoulder with their male counterparts. Flora Davis, in her [Moving the Mountain](#), traces the history of women's accomplishments while breaking through the cultural and social barriers to their participation -

all the while paving the way for inclusion and alignment with other parts of our marginalized populations.

Many studies, scientific, business, cultural, and anthropologic, have shown the benefits the woman's perspective brings to the better performance of where they are. It is noted that women tend to be more far-visioned and do better planning because of that characteristic; businesses with women serving on their Boards tend to perform better.

Women have traditionally been referred to as the weaker sex. Dispelling that myth came (with many costs) to those who broke the bar by being admitted to The Citadel and VMI (Virginia Military Institute). From those breakthroughs, we now have women firefighters, EMTs, and police officers who are in the field doing the full complements of their positions.

Women leaders have peppered our history from before [Cleopatra](#), but they were sparse despite their wisdom and abilities. Their nations thrived under their rules.

Today we "locals" have a County government that is led by an entirely female Board. Yet in some industries (and partly because of current economic impacts) women in engineering and IT are finding it difficult to get admitted to the table or at least stay there. Nevertheless (and as we can see by the presence of so many women leaders in this room tonight), women are

making their way into no longer hitting their heads against the glass ceiling. They no longer suffer reaching a pinnacle that does little to reward for the abilities they have to offer.

So, here's to the advancements we've made and here's to the women who have been part of the grease that made those successes happen.

It isn't the Boys' Club anymore. It's about The Club.

Yvonne LaRose, CAC

Organization Development Consultant: Diversity/Title VII, Harassment, Ethics

Mark Perez

From: William Kelly [REDACTED]
Sent: Wednesday, April 19, 2023 9:56 AM
To: City Council Public Comment
Subject: General Public Comment for April 19, 2023, City Council Meeting

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for the opportunity to comment.

I urge you to quickly amend the city's renoviction ordinance at your next meeting on an urgency basis to protect tenants against a wave of no-cause evictions now that pandemic eviction requirements have expired.

Of immediate concern is the mass eviction of residents at 1313 Huntington Drive who have received sixty days notice to vacate to make way for what's billed as a substantial renovation, even though permits for the work appear to have been issued over the counter without scrutiny. It is unclear why tenants must vacate in order to install washers and dryers and new HVAC equipment and undergo reflooring, painting and other upgrades. As a homeowner, I have had all of this type of work done in my home, including a kitchen upgrade, without leaving the premises, much less the work taking up to 8 months. Also, as a former landlord, I customarily completed a lot of such work in as little as two weeks during periods of tenant turnovers.

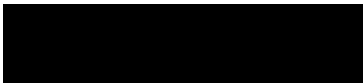
In a state with a well acknowledged "housing crisis," it's time for the city to quickly revise its renoviction ordinance to level the playing field between landlords and tenants, who represent more than half the city's population. The current renoviction ordinance clearly is tilted in favor of landlords and appears to be poorly administered by the city, as demonstrated by the unfolding situation at 1313 Huntington.

Tenants need housing stability and such renovations with such little notice present an economic and social crisis for many families and individuals, particularly during a time of sky high rents and persistent inflation that is outstripping wages for many.

In closing, I urge you to act quickly to prevent a wave of evictions and to show that you value tenants, who pay landlords' property taxes with their rent, city utility taxes, sales taxes, and support our local businesses with their purchases and our local schools with their contributions of time and money.

Sincerely,

Bill Kelly



Mark Perez

From: Anthony Lai [REDACTED]
Sent: Wednesday, April 19, 2023 11:55 AM
To: Evelyn Zneimer; PWC Public Comments; City Council Public Comment; MTIC Public Comments
Subject: Public Comment (General) re: Monterey Hills Curb Ramps

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Pro Tem Zneimer, City Council, and Related Commissions,

I am writing to request your urgent attention to the installation of curb ramps in the Monterey Hills area of South Pasadena. As a resident of this neighborhood, I am deeply concerned about the lack of curb ramps in the area, which poses a significant risk to pedestrians, including parents with strollers, seniors, and people with disabilities.

I have attached two photographs for your reference. The first photograph depicts my wife struggling to navigate the sidewalk with our infant daughter in a stroller, unable to cross the street due to the absence of a curb ramp. This forces her to go into the street, alongside vehicle traffic, putting both her and our daughter at risk.



The second photograph shows my wife pushing the same stroller in the street, with oncoming traffic driving well in excess of the speed limit, as she is unable to cross the street safely for approximately 100 yards due to the missing curb ramps.



The absence of curb ramps in the Monterey Hills area creates a hazardous situation for pedestrians, forcing them to either attempt to navigate steep curbs or venture into the street alongside moving vehicles. This puts vulnerable individuals, including children, elderly individuals, and people with disabilities, at risk of accidents and injuries. As a community, we cannot afford to ignore this issue, and action must be taken to prioritize the installation of curb ramps for the safety of all pedestrians.

I strongly urge the Public Works Commission and City Council to prioritize the installation of curb ramps in the Monterey Hills area as part of your upcoming infrastructure and safety improvement projects. This will ensure that all pedestrians, including parents with strollers, seniors, and people with disabilities, have safe and accessible routes for crossing streets and navigating sidewalks. The safety and well-being of our community members should be the top priority, and I believe that installing curb ramps in the Monterey Hills area is a crucial step towards achieving that goal.

Together we can build a better, safer and more walkable community for South Pasadena residents. Thank you.

Respectfully,

Anthony Lai
Resident

From: [Elizabeth Anne Bagasao](#)
To: [City Council Public Comment](#)
Subject: General Public Comment - April 19 Regular Session
Date: Wednesday, April 19, 2023 12:03:42 PM
Attachments: [General Public Comment April 19.pdf](#)

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please see attached. Thank you.

Anne Bagasao

April 19, 2023

GENERAL PUBLIC COMMENT

OPEN SESSION COUNCIL MEETING

Dear Mayor Primuth, Mayor Pro-Tem Zneimer and Council:

As you all know, renters represent close to 54% of South Pasadena residents. Currently the City has only one policy on the books that loosely protects us from no cause evictions and it's failing to do what it intends.

In case you are not familiar with the term, no cause eviction is a type of eviction where the landlord does not have to give a specific or substantive reason for terminating a tenancy.

This means that any tenant in good standing, a tenant who paid their rent every month, in full and on time during the pandemic, a tenant who has not created nuisance, or damage or harm to the property or their neighbors, a tenant who has does nothing wrong, can be evicted in the City of South Pasadena as easily as the landlord going to the permitting desk and saying that they need a permit to install air conditioning.

Why? Because under State Law AB1482 a landlord can claim "substantial renovation" as a justification for no cause. In the City of South Pasadena, a landlord is required to support their claim of "substantial renovation" as a reason for a no cause eviction simply by attaching a permit from the City that approves the installation of a washer and dryer or air conditioning.

This is what is happening to tenants and 1313 Huntington Drive and potentially to more families throughout our city.

It's a common practice for investors to buy apartment buildings and evict tenants for the sole purpose of adding an Ikea kitchen, air conditioning and some paint so that they can then put these affordable units back on the market for up to \$1000 to \$1500 more per month. Units in 1313 Huntington that were vacated during an illegal eviction last July underwent a slapped together mostly cosmetic rehab and were put back on the market for \$3000 for a two bedroom. The previous tenants, who were evicted before we could legally intervene, were paying \$1800 for the same unit.

At a time when the City of South Pasadena is asking the State of California to accept their plans to create a more equitable and accessible rental market via the Housing Element, its ironic that our building department can so casually rubber stamp paperwork that sustains the perpetuation of the removal of units from our existing affordable housing inventory. The City does this for multi unit buildings without any concern for those living in those buildings.

If the City of South Pasadena cares about the well-being of the 13,500 residents who live in rented homes as much as they do about several hundred residents whose homes were impacted

by peafowl, the Council will take action now to save the homes of renters. It is the Council's responsibility to enact policies that support the health and safety of its residents.

City actions, like rubber stamping permits with a cursory, at best, review of plans for a building in Glendale, perpetuates the displacement of families and contributes to homelessness; and is in direct opposition to that sworn obligation. To protect your residents, Ordinance 2351 must be immediately strengthened to eliminate any City policy that serves to endorse no-cause evictions.

"Substantial renovation" should be defined in the ordinance as renovations or demolition necessary to ensure the health and safety of tenants as required by a government agency such as Building and Safety or Public Health, and if the work can not be completed within 30-days. The tenant should also have a right of return unless building is demolished, in which case displaced tenants are to receive payments that will actually support relocation within the City of South Pasadena.

We therefore request, that the Mayor and Council direct staff to draft an updated urgency ordinance to prevent renovations in our City and in the May 3 meeting of the Council vote to approve this ordinance retroactive to April 1. This is a doable and noble action that you can take today that will save families' homes.

Sincerely,

Anne Bagasao

Honoring the Life of Mary Ann Parada



A.D. - 14

From: [Yvonne LaRose](#)
To: [City Council Public Comment](#)
Subject: Open Session Public Comment: Denim Day, Take Our Daughter and Sons to Work Day, Social Violence
Date: Wednesday, April 19, 2023 2:52:37 PM

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As an Organizational Development Consultant, there are three matters that compel me to speak tonight.

1. We already have recognizing April 26 on the agenda for tonight as Denim Day. The proclamation will speak for itself.
2. An item not on tonight's agenda is April 27, the annual recognition and actualization of Take Our Daughters and Sons to Work Day. Started in 1992 by the Ms. Foundation for Women, it is an opportunity for workforce adults to take youth ages 8 to 18 to the real workplace so they can gain in-depth awareness of the proper way a business should function. It's my hope that many South Pasadena adults and businesses will avail youth of that development opportunity.
3. The most compelling matter that should be brought to the attention of this body is the enormous amount of violence that's impacting our society at this time. South Pasadena has been directly impacted in several ways, starting with the Monterey Park incident, then moving to other neighboring cities and communities.

Guns are not the only weapons used to perpetrate public harm. As we've learned from recent news coverage yesterday and several years ago, vehicles can also be lethal weapons. The motivating factors are diverse. The perpetrators are typically labelled as being insane without attempting to delve into alternative explanations. And it seems (from this speaker's standpoint) that few, if any, saw the warning signs.

I encourage making efforts to recognize those warning signs and develop diversion strategies that will provide increased well being and safety.

Viva

Yvonne LaRose, CAC

Organization Development Consultant: Diversity/Title VII, Harassment, Ethics



City of South Pasadena Management Services Department

Memo

Date: April 19, 2023
To: The Honorable City Council
Via: Jon Primuth, Mayor
From: Luis Frausto, Management Services Director

April 19, 2023, City Council Meeting Item No. 18 Approval of Mayor's List of City Council Liaisons and Regional Group Appointments


The memo provides a revision to the proposed recommendation on Item 18, Attachment No. 1 (List of Regional Groups – Appointment by City). The revision made to Attachment No. 1 replaces the name “Metro Gold Line Phase II Joint Powers Authority Board” with “Metro Gold Line Phase II Joint Powers Authority (JPA)” from the list.

A second revision was made to the list. Staff consulted with the Foothill Gold Line Staff and has confirmed the representative of the Metro Gold Line Technical Advisory Committee, is made up of City Manager's and/or designated staff appointees, not elected officials. Therefore, City Clerk's Division has removed “Metro Gold Line Technical Advisory Committee” from the Mayor's Liaison and Regional Group Appointment list.










Liaison and Regional Group Appointments
Jon Primuth, Mayor
February 1, 2023 to December 2023

City Commissions, Boards, and Committees	Appointed Liaison
Cultural Heritage Commission	Zneimer
Community Services Commission	Donovan
Design Review Board	Braun
Finance Commission	Braun
Fourth of July – Festival of Balloons Committee	Primuth
Mobility and Transportation Infrastructure Commission	Donovan
Library Board of Trustees	Braun
Natural Resources and Environmental Commission	Cacciotti
Planning Commission	Primuth
Public Art Commission	Primuth
Public Safety Commission	Cacciotti
Public Works Commission	Zneimer
South Pasadena Tournament of Roses Committee	Zneimer
Ad Hoc/Committees and other assignments	Appointed Liaisons
Ad Hoc/Committee: City Council and SPUSD Subcommittee	Zneimer and Primuth
Ad Hoc/Committee: Mission-Meridian Village Subcommittee	Donovan
Ad Hoc/Committee: SB381 Caltrans Surplus Properties Implementation	Primuth and Donovan
Ad Hoc/Committee: City Leased Properties	Cacciotti and Braun
Representative: South Pasadena Chamber of Commerce - Legislative	Primuth
Representative: South Pasadena Chamber of Commerce - Economic Development	Braun
Ad Hoc/Committee: Athens Contract	Donovan and Zneimer

Regional Groups – Appointment by City		Appointed Liaison	Alternate(s)
	Arroyo Verdugo Communities Joint Powers Authority Governing Board	Primuth	Cacciotti
	California Contract Cities Legislative Committee	Primuth	Braun
	Foothill Employment and Training Consortium Policy Board	Zneimer	Donovan
	Foothill Workforce Development Board	Zneimer	Braun
	Los Angeles County City Selection Committee	Primuth	Donovan
 ★ 	Los Angeles County Sanitation Districts, Board of Directors, District 16	Primuth (always Mayor)	Donovan
	CalCities, Los Angeles Division and Annual Conference	Braun	Zneimer
 ❖ 	Metro Gold Line Phase II Joint Powers Authority Board (JPA)	Cacciotti	Primuth
 ❖	Metro Gold Line Construction Authority	Mendel Thompson, Glendora Mayor Pro Tem	Paul Leon, Ontario Mayor
	Metro Gold Line Technical Advisory Committee	Cacciotti	Braun
 ❖ 	San Gabriel Valley Council of Governments Governing Board	Primuth	Cacciotti
 ❖ 	Southern California Association of Governments General Assembly	Primuth	Braun
 ❖ 	San Gabriel Valley Mosquito and Vector Control District	Robert S. Joe (Resident)	Donovan
 ❖	Clean Power Alliance	Primuth	Diana Mahmud (Resident) and Arpy Kasparian
Regional Groups –Appointment by Regional Group		Appointed Liaison	Alternate(s)
  	Arroyo Verdugo Communities Joint Powers Authority Appointed Representative to the Southern California Association of Governments (SCAG) Policy Committee (TC)	Primuth	N/A
	Santa Monica Mountains Conservancy Advisory Committee	Cacciotti	Zneimer

Liaison and Regional Group Appointments
 Page 3

   	South Coast Air Quality Management District San Gabriel Valley Board Member	Cacciotti	TBD
	Metro San Gabriel Valley Service Council	John Harrington, San Gabriel Councilmember	N/A

-  Requires FPPC Form
-  Council vote
-  Board Member is current Mayor; Alternate is appointed by Mayor
-  Voted by Regional Group
-  Stipend

Special Event and Co-Sponsorship Program

April 19, 2023

**Prepared By: Community Services Department,
Sheila Pautsch**

Background

- Create a combined Special Event and Co-sponsorship Program
- Improve internal processes within all departments
- Clarify requirements such as business license, staffing costs, insurance, and applicable fees
- Staff hosted a meeting with stakeholders to review the program

Special Event and Co-Sponsorship Program

SOUTH PASADENA CITY HALL

Review and Discuss

- Staffing Costs
- Business License Requirements
- Insurance

Special Event & Co-Sponsorship

Special Event

- A special event is an activity open to the public or private in nature, taking place in a city park, street, public right-of-way or other city facilities.

Co-Sponsorship

- A Co-Sponsorship Event is defined as an event that is planned and conducted by a South Pasadena non-profit organization with limited reliance on City resources.

Co-Sponsorship

Upon approval, fees may be waived for the facility or park use and all permits

The organization is responsible for:

- Staff Costs
- Refundable Security Deposit
- Outdoor use of any City Equipment is prohibited
- Insurance
- Implementation of Street Closure and Traffic Plan

Staffing Cost

- Historically, some organizations have not paid staffing fees for Co-Sponsored events
- Staff costs have ranged between \$200 to \$15,000 depending on the type of event, number of staff needed and time frame of the event

Business License

- Many special event vendors or sub-vendors at special events or co-sponsored events do not have a business license.
- Some organizations charge a vendor participation fee to be a part of the event
- Staff recommends requiring a business license and insurance from all vendors

City Council Direction

1. Review of the Program
2. Staffing Costs for Co-Sponsored events
3. Business license requirements for vendors and sub-vendors



City of South Pasadena Community Development

Memo

Date: April 19, 2023

To: The Honorable City Council

Via: Arminé Chaparyan, City Manager *Ac*

From: Angelica Frausto-Lupo, Community Development Director

April 19, 2023 City Council Meeting Item No. 23, Approve Fund Allocation and Authorize the City Manager to Execute a Contract Amendment to Complete the Environmental Review Documents for the 2021-2029 Housing Element and General Plan/Downtown Specific Plan for a Total Not To Exceed Amount of \$291,974

This memo is to inform Council that in reviewing the Agenda it has been determined that Item No. 23, Approve Fund Allocation and Authorize City Manager to Execute a Contract Amendment to Complete the Environmental Review Documents for the 2021-2029 Housing Element and General Plan/Downtown Specific Plan for a Total Not To Exceed Amount of \$291,974, can be moved to the Consent Calendar.

Community Development Block Grant (CDBG)

April 19, 2023

Prepared By: Community Services Department

Melissa Snyder

CDBG Program

Formula Based Allocations

- Population Size
- People in Poverty
- Overcrowded Units

CDBG Program Goal

- To provide persons of low and moderate income decent housing, suitable living environments, and expanded economic opportunities

Allocations

- FY 2022/2023: \$122,554
- FY 2023/2024: \$130,658

CDBG Program

CDBG Eligible Activities

- Public Service Programs
- Public Facilities and Improvements
- Loss of Rental Income
- Rehabilitation
- Homeownership Assistance
- Construction of Housing
- Code Enforcement
- Special Economic Development Activities

Recommendations

Fiscal Year 2023/2024 CDBG Program Recommendations:

Program CDBG FY 2023/2024 program funds:

- \$19,599 to Senior Nutrition Program
- \$111,059 to Sidewalk Replacements and the Americans with Disabilities Act (ADA) Ramp Upgrades

THANK YOU

Questions?

Community Services Department Assessment

April 19, 2023

**Prepared By: Community Services Director
Pautsch and Catalyst Consulting**

Goals and Objectives

- Identify the strengths and opportunities of the organization
- Assess the allocation of personnel, programs, equipment, and resources
- Develop recommendations that will improve the organizational effectiveness and efficiency of City services
- Review and examine the Departments' organizational structure and operational practices

Department Strengths

- The Department enjoys a strong sense of citizen engagement and support for the parks and recreational services provided by the Community Services Department
- The staff from the Community Services Department solicit input and feedback regarding participants' desires for new programs and satisfaction with others
- The Department provides many popular events such as Summer Concert and Movies series, Shakespeare in the Park, Halloween Spooktacular Event, Spring Eggstravaganza, Breakfast with Santa, and many others.

Prioritized Recommendations

Short Term Priority

- Those that need to be addressed immediately to provide urgent support to the department for success

Medium Term Priority

- Those that may take some research and time to review but are still essential to implement to support the department

Long Term Priority

- Those that will need to be integrated into policies and procedures and move through formal approvals within the city process as important priorities that require process

Short Term Recommendations

- Develop a Department Vision, Mission and Values Statement
- Conduct a Community-Wide Programming Needs Assessment
- Issue a Request for Proposal (RFP) to hire a Transportation Consultant Industry Expert to evaluate the Transit Division

Short Term Recommendations

Staffing Recommendations

- Redefine the Deputy Director duties
- Upgrade Part-Time Coordinator to Full-Time
- Combine 2 Part-Time positions with one Full Time Management Aide
- Conduct Compensation Study for Supervisors;

Establish and Maintain Meetings

- Bi-annual All Hands Department meeting
- Bi-weekly 1 on 1 meetings with Deputy for Supervisor/Coordinator positions
- Continue with bi-weekly management meetings but re-focus to address major issues
- Implement a “No Surprises” communication process throughout the agency

Medium Term Recommendations

- Establish a strong and sustainable cross-training program for all full-time job classifications within the Department
- Create and implement a “Park Attendant” Program for the weekend rentals of park/picnic gazebo and building facilities
- Implement an ongoing customer satisfaction survey program
- Staffing Recommendation: After completion of the Transit Division Assessment with the possibility of a reorganization of the Division, upgrade the Full-Time Specialist position to Full-Time Coordinator

Long Term Recommendations

SOUTH PASADENA CITY HALL

- Develop formal agreements with all strategic partnerships for consistency and continuity
- Include a program fee analysis study within the Finance Department
3-5 year fee study
- Develop a Community Services Section or Focus Area within the City's Strategic Plan that will align with the City's General Plan for Recreational and Open Space Use to assist in guiding the Department in the future

City Council Communications

April 19, 2023

Councilmember Michael A. Cacciotti

A.D. - 42

Community Highlights



Community Highlights



Community Highlights

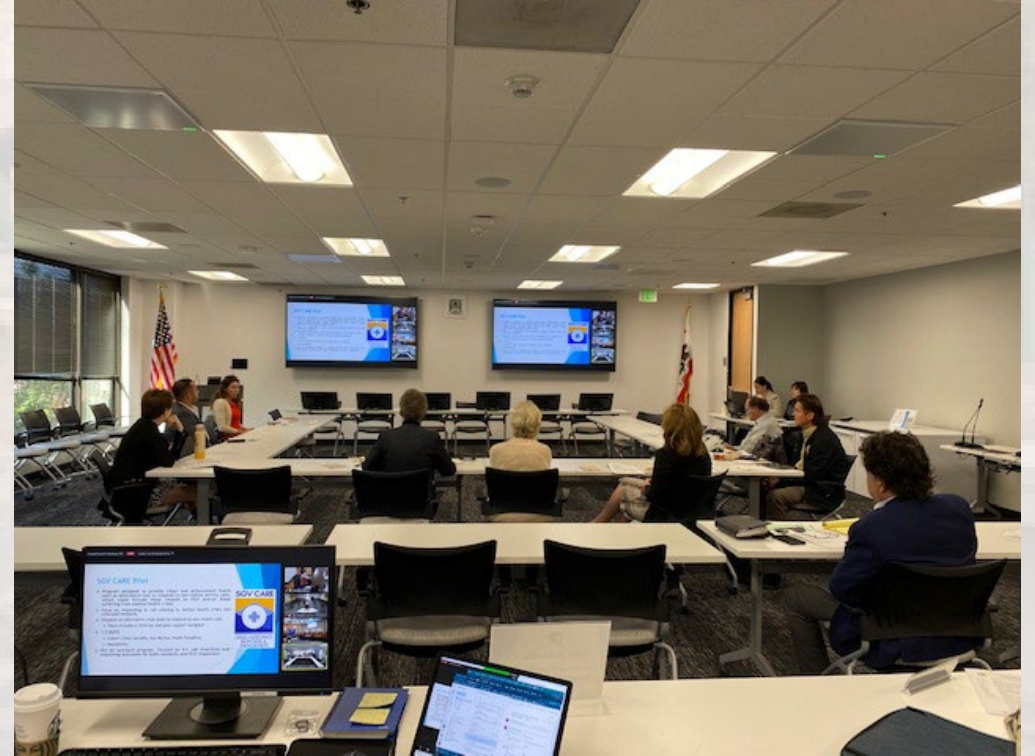


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Community Highlights



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Community Highlights



Commercial *Electric* Lawn & Garden EQUIPMENT

Incentive & Exchange Program

Find your local Participating Retailer location by visiting:
www.aqmd.gov/LawnGarden

Eligible Participants:

- Commercial Gardeners/Landscapers
- Local Government Agencies
- School Districts & Colleges
- Non-Profit Organizations
- Private Entities with full-time in-house gardening staff

Eligibility Requirements:

- Participants must reside or work within South Coast AQMD's jurisdiction
- Must have operable gas or diesel-powered commercial lawn and garden equipment to scrap
- Work with approved Program Retailers to submit application for South Coast AQMD pre-approval

Up to 85% discount, up to the funding caps listed below (whichever is less):

EQUIPMENT	FUNDING CAP * (UP TO)
Chainsaws/Trimmers/Edgers/Brush-Cutters	\$700
Leaf Blowers/Vacuums	\$1,400
Walk Behind Mowers	\$1,500
Ride-On or Stand-On Mowers	\$15,000


*Purchase of two additional batteries included (example: Funding for a Leaf Blower + 2 additional batteries cannot exceed \$1,400)

For a list of eligible equipment and Program Retailers, please visit our website
www.aqmd.gov/LawnGarden

Any questions please call 888-425-6247 (Tuesday – Friday 7:30 a.m. to 5:00 p.m.)

up to 85% off

@SouthCoastAQMD




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Community Highlights



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Community Highlights



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Community Highlights



A.D. - 50

Community Highlights



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Community Highlights



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Citywide Budget Survey

Last day to fill out the survey is April 21 at 6 p.m!

GET INVOLVED IN THE CITY'S BUDGET

**Citywide Budget Survey for FY 23-24
Available Now!**


- Visit www.southpasadenaca.gov;
- Download the City's mobile app SouthPas Mobile; or
- Scan the QR Code!

SCAN ME



Celebrate the City's 135th Birthday!

- **Cake at 3:30 p.m.**
- **Elected Officials**
- **Photo Contest**
- **Meeting Neighbors!**



The poster features a light blue background with colorful bunting flags at the top and bottom. At the top center is the City of South Pasadena logo, which includes a stylized tree and the text 'City of SOUTH PASADENA'. Below the logo is a gold ribbon with the text 'Celebrating 135 Years'. The main text in the center reads 'Celebrate the City's 135th Birthday' in a large, dark blue font, followed by 'Saturday, April 29, 2023' and 'City Hall Courtyard (1414 Mission Street)' in a smaller, lighter blue font. At the bottom, it says 'Starts at 3:00 p.m.' in a light blue font. The bottom illustration shows a street scene with a cyclist, a person on a bicycle, a person on a skateboard, a person on a scooter, and a person on a kick scooter. There are also street signs for 'ROUTE 66', 'MISSION ST.', and 'FAIR OAKS BLVD.' and a building in the background.

City of
**SOUTH
PASADENA**

Celebrating 135 Years

Celebrate the City's 135th Birthday
Saturday, April 29, 2023
City Hall Courtyard
(1414 Mission Street)
Starts at 3:00 p.m.

A Special Shout Out

California Park & Recreation Society's (CPRS) mission is to advance the park and recreation profession through advocacy and networking. CPRS members such as Nathalie are united in their commitment to improving people's lives.

On March 16th, CPRS District 13 hosted the annual Awards & Installation Dinner where Nathalie Wilcox was installed as President of District 13. She brings to the CPRS and Community Services Department leadership, information, and knowledge in the profession and helps mentor others in the field.

Congratulations Nathalie!

A.D. - 55

Nathalie Wilcox
California Park and Recreation
Society - District 13 President

