



**CITY OF SOUTH PASADENA
CITY COUNCIL**

AGENDA

**REGULAR MEETING
WEDNESDAY, JUNE 7, 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. PRESENTATION OF A PROCLAMATION RECOGNIZING THE ONEONTA CLUB CENTENNIAL CELEBRATION****4. PRESENTATION OF A PROCLAMATION DECLARING THE MONTH OF JUNE 2023 AS "PRIDE MONTH"****5. UPDATE ON 710 PROJECT COORDINATION WITH NEIGHBOR CITIES****RECOGNITION/INTRODUCTION****6. STAFF INTRODUCTION**

Management Services Department:

Tiara Solorzano, Management Assistant

Public Works Department:

Melanis Stepanian, Management Assistant

CHANGES TO THE AGENDA**7. 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.

8. APPROVAL OF GENERAL CITY WARRANTS IN THE AMOUNT OF \$871,422.33; ONLINE PAYMENTS IN THE AMOUNT OF \$13,022.00; VOIDS IN THE AMOUNT OF (\$497.07); PAYROLL IN THE AMOUNT OF \$1,548,714.07Recommendation

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

9. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR MAY 17, 2023 AND MAY 30, 2023Recommendation

It is recommended that the City Council:

1. Approve the minutes for the May 17, 2023, Regular City Council Meeting; and
2. Approve the minutes for the May 30, 2023, Special City Council Meeting.

10. APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR PROFESSIONAL PRODUCTION SERVICES WITH STUDIO SPECTRUM, INC.Recommendation

It is recommended that the City Council authorize the City Manager, or designee, to execute the proposed Amendment and all documents necessary to amend the Professional Services Agreement with Studio Spectrum, Inc., and increase the contract amount by \$32,120 for a total amount not to exceed \$86,000 annually, inclusive of a ten percent contingency in the amount of approximately \$7,269 to continue professional production services.

11. SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE II (OFFICERS AND EMPLOYEES GENERALLY) OF THE SOUTH PASADENA MUNICIPAL CODE ADDING SECTION 2.12 (ELECTRONIC SUBMISSION OF DISCLOSURE STATEMENTS)Recommendation

It is recommended that the City Council:

1. Direct the City Clerk's Division to provide proper notice of the adoption of the ordinance; and
2. Adopt the following ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE II (OFFICERS AND EMPLOYEES GENERALLY) OF THE SOUTH PASADENA MUNICIPAL CODE ADDING SECTION 2.12 (ELECTRONIC SUBMISSION OF DISCLOSURE STATEMENTS)

12. APPROVAL OF A FACILITY LEASE AGREEMENT WITH i-TENNIS FOR THE ARROYO SECO RACQUET CLUB

Recommendation

It is recommended that the City Council approve the Facility lease Agreement with i-Tennis for the Arroyo Seco Racquet Club (Racquet Club).

13. AUTHORIZE PAYMENT FOR TRAFFIC SIGNAL AND STREETLIGHT MAINTENANCE SERVICES WITH YUNEX, LLC FOR PAST AND PRESENT INVOICES FROM JULY 2022 THROUGH MAY 2023 IN THE AMOUNT OF \$125,000, AND AUTHORIZE AN INTERIM MAINTENANCE AGREEMENT WITH YUNEX, LLC FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$75,000 THROUGH SEPTEMBER 2023

Recommendation

It is recommended that the City Council:

1. Authorize payment to Yunex, LLC (Yunex) for past and present invoices from July 2022 through May 31, 2023 in the amount of \$125,000; and
2. Authorize the City Manager to execute a contract for interim City traffic signal and streetlight repairs and maintenance with Yunex through September 2023, in an amount not to exceed \$75,000.

14. ADOPTION OF A RESOLUTION TO ENTER INTO A COOPERATIVE IMPLEMENTATION AGREEMENT (CIA) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) TO RECEIVE STATE FUNDS IN AN AMOUNT NOT-TO-EXCEED \$3,114,686 FOR THE LOWER ARROYO PARK STORMWATER INFILTRATION BASIN FACILITY #2 PROJECT

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, TO ENTER INTO A COOPERATIVE IMPLEMENTATION AGREEMENT WITH CALTRANS TO RECEIVE GRANT FUNDS TO CONSTRUCT THE LOWER ARROYO PARK STORMWATER INFILTRATION BASIN FACILITY #2 PROJECT.

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution authorizing the funding application, acceptance, and execution for the City of South Pasadena Lower Arroyo Park Stormwater Infiltration Basin Facility #2 Project; and
2. Authorize the City Manager, or her designee to conduct all negotiations, and to execute and submit all documents including, but not limited to, agreements, amendments, payment requests and so forth which may be necessary for the completion of the agreement with Caltrans to provide funding to the Project and/or may be required by California Department of Transportation (Caltrans) ; and
3. Authorize City Manager to execute the Cooperative Implementation Agreement (CIA) with Caltrans, subject to approval by the City Attorney, and submit any required documents, invoices, and reports required to obtain related funding.

15. RESOLUTION DENOUNCING ANTISEMITISM**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONDEMNING AND REJECTING ANTISEMITISM AND SUPPORTING THE INTERNATIONAL HOLOCAUST REMEMBRANCE ALLIANCE BY AFFIRMING SOUTH PASADENA'S COMMITMENT TO ENSURING OUR COMMUNITY IS A SAFE AND WELCOMING PLACE

Recommendation

It is recommended the City Council discuss and consider adopting a resolution denouncing antisemitism.

16. AWARD OF CONTRACT TO TRIO COMMUNITY MEALS IN THE AMOUNT OF \$77,610 FOR THE CATERED SENIOR SERVICES NUTRITION PROGRAM FOR FISCAL YEAR 2023-2024Recommendation

It is recommended that the City Council award a contract for the Senior Services Nutrition Program (Program) to TRIO Community Meals in the amount of \$77,610 for Fiscal Year 2023-2024, to provide meals at the Senior Center and for Home Delivery.

ACTION/DISCUSSION**17. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR NOVEMBER 2, 2022, AND NOVEMBER 9, 2022**Recommendation

It is recommended that the City Council:

1. Approve the minutes for the November 2, 2022, Special City Council Meeting; and
2. Approve the minutes for the November 9, 2022, Special Joint City Council and Planning Commission Meeting.

18. APPROVAL OF AWARD OF CONTRACT WITH RICHARDS WATSON & GERSHON FOR CITY ATTORNEY SERVICESRecommendation

The Subcommittee for City Legal Services recommends that the City Council award a contract to Richards Watson & Gershon (RWG) for City Attorney Services for an initial term of three (3) years, with two one-year renewal options with such additional terms and conditions set forth in the proposed Agreement attached to this memorandum as Attachment 3.

19. CONSIDERATION OF SOUTH PASADENA CHAMBER OF COMMERCE BUSINESS IMPROVEMENT TAX (BIT) PROPOSAL FOR FUNDING FOR FY 2023-24 IN THE AMOUNT OF \$128,500Recommendation

It is recommended that the City Council review additional information related to the FY 2023-24 South Pasadena Chamber of Commerce Business Improvement Tax (BIT) and consider revised funding proposal in the amount of \$128,500, and provide further direction to staff.

20. ADOPTION OF A RESOLUTION DETERMINING AND ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DETERMINING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND GOVERNMENT CODE SECTION 7910

Recommendation

It is recommended that the City Council adopt a resolution revising the City of South Pasadena’s (City) FY 2023-24 Appropriations Limit.

21. ADOPTION OF FISCAL YEAR 2023-24 ANNUAL BUDGET REPORT AND RESOLUTION

Recommendation

Staff recommends that the City Council:

1. Adopt the Fiscal Year 2023-24 Annual Budget;
2. Approve GANN limit;
3. Approve Master Fee Schedule; and
4. Adopt A Resolution adopting the Fiscal Year 2023-24 Annual Budget

PUBLIC COMMENT – CONTINUED

22. 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

23. 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.

24. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

June 21, 2023	Regular City Council Meeting	7:00 P.M.
July 19, 2023	Regular City Council Meeting	7:00 P.M.
August 16, 2023	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 **June 7, 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.*

06/1/2023

/S/

Date

Mark Perez, Deputy City Clerk