



CITY OF SOUTH PASADENA
CITY COUNCIL

AGENDA

REGULAR MEETING
WEDNESDAY, SEPTEMBER 6, 2023, AT 7:00 P.M.

AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

TELECONFERENCE LOCATION

MONTEREY MARRIOTT HOTEL
CONFERENCE MEETING ROOM
350 CALLE PRINCIPAL, MONTEREY, CA, USA, 93940

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 and the teleconference location. Pursuant to Assembly Bill 361 Government Code Section 54953, subdivision (e)(3), the City Council may conduct its meetings remotely and may be held via video conference.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030 and the teleconference location.
- 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: Councilmember Jack Donovan

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. CHILDHOOD CANCER AWARENESS MONTH PROCLAMATION

4. STAFF INTRODUCTION

Community Development Department:

Dean Flores, Senior Planner

Tatiana Marin, Planning Technician

Management Services Department:

Tina Lopez, Human Resources and Risk Manager

Public Works Department:

Lance Escalera, Electrician

5. WESTERN ASSET AND MORGAN STANLEY PRESENTATION**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 \$36,057.11; GENERAL CITY WARRANTS IN THE AMOUNT OF \$1,739,042.46; ONLINE PAYMENTS IN THE AMOUNT OF \$17,177.80; TRANSFERS IN THE AMOUNT OF \$194,951.27; VOIDS IN THE AMOUNT OF (\$220.00); PAYROLL IN THE AMOUNT OF \$805,865.12

Recommendation

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

8. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR AUGUST 16, 2023, JANUARY 18, 2023, FEBRUARY 9, 2023

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meetings of August 16, 2023, January 18, 2023, and Special Meeting of February 9, 2023.

9. CONSIDERATION OF APPROVAL OF PAYMENTS TO TEREX CORPORATION AND CALIFORNIA MAINTENANCE AND ENVIRONMENTAL IN THE TOTAL AMOUNT OF \$38,546.50

Recommendation

It is recommended that the City Council:

1. Consider the approval of payment to Terex Corporation (Terex) for past invoices in the amount of \$23,763.63; and
2. Consider the approval of payment to California Maintenance and Environmental (CME) for past invoices in the amount of \$14,782.87.

10. RESOLUTION APPROVING CERTAIN EASEMENT AND TRANSFER OF APPURTENANT FACILITIES RELATED TO THE INSTALLATION OF VEHICLE CHARGING STATIONS ON CITY PROPERTY AND AUTHORIZING THE CITY MANAGER TO GRANT AND EXECUTE EASEMENTS FOR PUBLIC UTILITY PURPOSES

Recommendation

It is recommended that the City Council adopt the Resolution to approve certain easements and transfer of appurtenant facilities related to the installation of vehicle charging stations in the form

approved by the City Attorney and Public Works Director and authorize the City Manager to execute the same; and authorize the City Manager to grant and execute easements generally for public utility purposes related to City projects.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING CERTAIN EASEMENTS AND TRANSFER OF APPURTENANT FACILITIES RELATED TO THE INSTALLATION OF VEHICLE CHARGING STATIONS ON CITY PROPERTY AND AUTHORIZING THE CITY MANAGER TO GRANT AND EXECUTE EASEMENTS ON BEHALF OF THE CITY FOR PUBLIC UTILITY PURPOSES

11. CONSIDERATION OF APPROVAL OF THE PROPOSED FISCAL YEAR 2023-2024 WATER CONSERVATION PROGRAM AND CONTINUATION OF THE EXISTING DECLARATION OF STAGE 2: SERIOUS WATER SUPPLY SHORTAGE

Recommendation

It is recommended that the City Council consider approval of:

1. The proposed Water Conservation Programs for the 2023-2024 fiscal year; and
2. The continuation of the existing Stage 2: Serious Water Supply Shortage.

12. CONSIDER THE AUTHORIZATION OF APPOINTMENT TO THE PUBLIC WORKS COMMISSION

Recommendation

Mayor Primuth recommends that the City Council consider the appointment of Omari Ferguson to the Public Works Commission for a partial term ending December 31, 2024.

13. APPROVAL OF PURCHASE OF VEHICLE FOR COMMUNITY DEVELOPMENT DEPARTMENT FOR CODE ENFORCEMENT DIVISION

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA APPROVING THE PURCHASE OF A 2023 CHEVY BOLT ELECTRIC VEHICLE, WITH RELATED EQUIPMENT AND ACCESSORIES, IN A TOTAL AMOUNT NOT TO EXCEED \$38,000

Recommendation

It is recommended that the City Council consider adoption of a resolution authorizing the City Manager, or designee, to purchase a 2023 Chevrolet Bolt electric vehicle with related equipment and accessories in an amount not to exceed \$38,000, and approve the single-source procurement pursuant to Section 2-99-29(19) and the City's Purchasing Policy.

14. SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ROTH STAFFING COMPANIES, L.P. FOR TEMPORARY STAFFING SERVICES FOR THE EXTENSION OF THE TERM

Recommendation

It is recommended that the City Council approve the Second Amendment to the Professional Services Agreement with Roth Staffing Companies, L.P. for temporary staffing services for the extension of the term and authorize the City Manager to execute the amendment.

15. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH ROBERT HALF INTERNATIONAL INC., FOR TEMPORARY STAFFING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$89,000

Recommendation

It is recommended that the City Council consider:

- 1. Authorizing the City Manager, or designee, to execute all documents necessary to amend the Professional Services Agreement with Robert Half International Inc. for temporary staffing services, to increase the contract amount by \$89,000 to continue services through the end of December 2023, and
- 2. Approving the transfer in the amount of \$84,000 in State and Local Fiscal Recovery Funds from Account No. 101-3010-3041-8020 (Finance- Special Department Expense) to Account No. 101-2030-2034-8170-000 (Management Services- Professional Services) to fund the amendment.

ACTION/DISCUSSION

16. CONSIDERATION OF A RESOLUTION APPROVING AND ESTABLISHING THE SALARY SCHEDULE FOR THE FACILITIES AND PARKS SUPERVISOR

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA ADOPTING A SALARY RANGE FOR THE PARKS AND FACILITIES SUPERVISOR CLASSIFICATION

Recommendation

It is recommended that the City Council consider adoption of a Resolution approving and establishing the salary schedule for the Facilities and Parks Supervisor classification.

17. STATUS OF THE 626 PROSPECT RESERVE ACCOUNT

Recommendation

Staff recommends that the City Council receive and file.

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

September 18, 2023	Special City Council Meeting	6:30 P.M.
September 27, 2023	Special City Council Meeting	7:00 P.M.
October 4, 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 **September 6, 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.*

08/31/2023

/S/

Date

Tiara Solorzano, Management Assistant