



CITY OF SOUTH PASADENA
CITY COUNCIL

AGENDA

REGULAR MEETING
WEDNESDAY, DECEMBER 6, 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: Councilmember Janet Braun

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.

PRESENTATIONS**3. SPTOR RAFFLE DRAWING****4. SOCAL EDISON INFRASTRUCTURE PROJECT****CHANGES TO THE AGENDA****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 \$12,749.20; GENERAL CITY WARRANTS IN THE AMOUNT OF \$814,491.08; ONLINE PAYMENTS IN THE AMOUNT OF \$37,031.69; VOIDS IN THE AMOUNT OF (\$1,247.78); PAYROLL IN THE AMOUNT OF \$855,295.28**

Recommendation

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

7. **MONTHLY INVESTMENT REPORTS FOR SEPTEMBER 2023**

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Report for September 2023.

8. **JULY 2023 – SEPTEMBER 2023 BUDGET UPDATE**

Recommendation

Staff recommends that the City Council receive and file the July 2023 – September 2023 Budget Update Report.

9. **RECEIVE AND FILE THE 2022 – 2023 LIBRARY SPECIAL TAX ANNUAL REPORT**

Recommendation

It is recommended that the City Council receive and file a report on the Fiscal Year 2022 – 2023 Library Special Tax as required by the State of California Local Agency Special Tax and Bond Accountability Act.

10. **CONSIDERATION OF DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND DIRECT STAFF TO DISPOSE OF 2016 FORD E450 AND 2012 VPG MV-1 THROUGH THE CITY'S AUTHORIZED AUCTION VENDOR**

Recommendation

It is recommended that the City Council declare a 2016 Ford E450 CNG bus and a 2012 VPG MV-1 CNG van from the Community Services Department as surplus property, and direct staff to dispose of the items in accordance with South Pasadena Municipal Code Section 2.99 – 29 and City's Disposal of Surplus Property, through the City's authorized auction vendor.

11. **CONSIDER THE APPROPRIATION OF \$571,000 RECEIVED FROM THE STATE OF CALIFORNIA AS REIMBURSEMENT FOR THE DEPARTMENT'S COMPUTER – AIDED DISPATCH AND RECORDS MANAGEMENT SYSTEM COST**

Recommendation

It is recommended that the City Council consider approving an appropriation of \$571,000 received from the State of California to the Police Department's fiscal year 2023-2024 operating budget for reimbursement of the cost of the Department's Computer-Aided Dispatch and Records Management System (CAD/RMS) into the COPS Grants account 272-4010-4018-8520-000 Police State Grants – Equipment AB 3229.

12. **CONSIDERATION OF APPROVAL OF A REAPPROPRIATION OF THE STATE AND LOCAL FISCAL RECOVERY FUNDS FOR THE FUNDING OF PURCHASE ORDER NO. 23358 WITH ACORN TECHNOLOGY SERVICES FOR THE IMPLEMENTATION AND MIGRATION SUPPORT OF MICROSOFT OFFICE 365**

Recommendation

It is recommended that the City Council consider approving an appropriation of \$34,420 in State and Local Fiscal Recovery Funds to Account No. 206-2030-2032-8170-000 (State and Local Fiscal Recovery Funds – Professional Services) to fund Purchase Order No. 23358 with Acorn Technology Services for the implementation and migration support of Microsoft Office 365.

13. 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.

14. CONSIDERATION OF A PURCHASE OF AN ASPHALT REPAIR VEHICLE FOR THE PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF \$420,952 FROM BERGKAMP PAVEMENT PRESERVATION SOLUTIONS UTILIZING THE HOUSTON GALVESTON AREA COUNCIL OF GOVERNMENTS (H-GAC) COOPERATIVE PURCHASING PROGRAM

Recommendation

It is recommended that the City Council consider:

1. Approving the purchase of a FP5 Flameless Pothole Patcher asphalt repair vehicle from Bergkamp Pavement Preservation Solutions (Bergkamp) in the amount of \$420,952, including taxes and fees; and approve the use of the H-GAC Cooperative purchasing program for the procurement pursuant to Municipal Code Section 2.99-29(19) and the City's Purchasing Policy;
2. Appropriating \$60,952 from the Water Enterprise Fund into Public Works Water Distribution Vehicles and Equipment Account No. 500-6010-6710-8540-000 to partially fund the purchase of the vehicle; and
3. Appropriating \$60,000 from the Measure M Local Return Fund into a new Public Works Measure M Vehicles and Equipment Account No. 236-6010-6011-8540-000 to partially fund the purchase of the vehicle.

15. CONSIDERATION OF APPROVAL OF TASK ORDERS WITH ULTRASYSTEMS, NINYO & MOORE, & SCEI TEC FOR ENVIRONMENTAL, GEOTECHNICAL, AND PRELIMINARY DESIGN REPORTS FOR THE HUNTINGTON DRIVE REGIONAL GREEN STREET STORMWATER PROJECT

Recommendation

It is recommended that the City Council consider approving:

1. A Task Order under an existing Master On-Call Professional Services Agreement with UltraSystems Environmental, Inc. to provide an environmental initial study for the Huntington Drive Regional Green Street Stormwater Project in the amount of \$86,298.00, inclusive of \$82,188.80 in fees and a 5% contingency of \$4,109.20; and
2. A Task Order under an existing Master On-Call Professional Services Agreement with Ninyo & Moore to provide geotechnical evaluation for the Huntington Drive Regional Green Street Stormwater Project in the amount of \$116,952.00, inclusive of \$113,545.00 in fees and a 3% contingency of \$3,407.00; and
3. A Task Order under an existing Master On-Call Professional Services Agreement with SEITec, Inc. to provide funding application support and a preliminary design report for the Huntington Drive Regional Green Street Stormwater Project in the amount of \$132,634.00, inclusive of \$126,318.14 in fees and a 5% contingency of \$6,315.86.

ACTION/DISCUSSION

16. CONSIDERATION OF AUTHORIZING THE CITY’S PARTICIPATION IN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENT’S REGIONAL APPLICATION FOR THE CALRECYCLE SB 1383 LOCAL ASSISTANCE GRANT PROGRAM

Recommendation

It is recommended that the City Council:

1. Provide direction on the use of funds from the first round of the CalRecycle Senate Bill 1383 Local Assistance Grant Program; and
2. Authorize the City Manager to execute a Letter of Authorization to allow the San Gabriel Valley Council of Government to apply for the second round of the CalRecycle Senate Bill 1383 Local Assistance Grant Program on behalf of the City.

17. CONSIDER THE ACCEPTANCE OF THE TRANSFORMATIVE TRANSPORTATION STRATEGIES & MOBILITY SOLUTIONS PROGRAM OPPORTUNITY GRANT AWARD FROM THE SOUTH COAST AQMD IN THE AMOUNT OF \$499,789 FOR THE CITY ELECTRIFICATION PROJECT

Recommendation

It is recommended that the City Council consider authorizing the City Manager to accept the Transformative Transportation Strategies & Mobility Solutions Program Opportunity Grant Award from the South Coast Air Quality Management District (AQMD) as supported by the Mobile Source Air Pollution Reduction Review Committee (MSRC) in the amount of \$499,789 and authorize the City Manager or designee to execute all necessary documents to accept the grant.

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 20, 2023	Regular Council Meeting (City Council Re-Organization)	7:00 P.M.
January 17, 2023	Regular City Council Meeting	7:00 P.M.

February 7, 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 **December 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.*

11/30/2023

/S/

Date

Lucila Urzua, Deputy City Clerk