



**CITY OF SOUTH PASADENA  
CITY COUNCIL**

**AGENDA**

**SPECIAL MEETING  
CLOSED SESSION**

**WEDNESDAY, MARCH 6, 2024, 6:00 P.M.**

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

**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 Comment regarding items on the Closed Session Meeting agenda will be taken at the beginning of the meeting. The public will be released from the meeting so that the City Council may convene Closed Session discussion of items allowed under the Government Code. Any reportable action taken in Closed Session will be reported by the City Attorney during the next Open Session meeting. A separate Zoom link will be provided for the Open Session for the public to attend.

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](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)
- Via Zoom – **Meeting ID: 226 442 7248**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to [ccpubliccomment@southpasadenaca.gov](mailto: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/2264427248?pwd=aEFuSGszQ2I5WjJkemoTms0RTIVUT09>; 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](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**CALL TO ORDER:**

Mayor

Evelyn G. Zneimer

**ROLL CALL:**

Mayor

Evelyn G. Zneimer

Mayor Pro Tem

Jack Donovan

Councilmember

Jon Primuth

Councilmember

Michael A. Cacciotti

Councilmember

Janet Braun

<b>PUBLIC COMMENT</b>
<b>CLOSED SESSION AGENDA ITEMS</b>

**A. REAL PROPERTY NEGOTIATIONS**  
 (Government Code Section 54956.8)

1. Property Addresses:
  - a. 216 Fairview Avenue, APN 5317-012-906
  - b. 217 Fremont Avenue, APN 5317-012-901
  - c. 225 Fremont Avenue, APN 5317-012-902
  - d. 1131 Columbia Street, APN 5317-012-900
  - e. 1707 Meridian Avenue, APN 5310-031-903
  - f. 1008 Hope Street & 1002 Hope Street/726 Meridian Avenue, APN 5315-013-906
  - g. 215 Fairview Avenue, APN 5317-007-903
  - h. 302 Fairview Avenue, APN 5317-012-903
  - i. 529 Prospect Avenue, APN 5317-036-904
  - j. 530 Orange Grove Avenue, APN 5317-036-900
  - k. 534 Orange Grove Avenue, APN 5317-036-903
  - l. 535 Meridian Avenue, APN 5317-036-903
  - m. 540 Prospect Avenue, APN 5317-035-901
  - n. 901 Bonita Drive, APN 5310-020-903
  - o. 885 Oneonta Drive, APN 5310-022-902; 5310-022-901; 5310-022-903
  - p. 1037 & 1039 Grevelia Street, APN 5315-012-903
  - q. 808 Valley View Road, APN 5310-020-901
  - r. 822 Valley View Road, APN 5310-020-902

Agency Negotiator: Arminé Chaparyan, City Manager  
 Negotiating Party: State of California, Department of Transportation  
 Under Negotiation: Price and Terms of Payment

2. Property Address: 1055 Lohman Lane, APN 5313-001-905  
 Agency Negotiator: Arminé Chaparyan, City Manager  
 Negotiating Party: Daniel Frank dba Kon-Tiki Taco, GolfLinks Consulting, Inc. and Lisa Grabow dba Arroyo Seco Orchards  
 Under Negotiation: Price and Terms of Payment

**B. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**  
 (Government Code Section 54956.9(d)(1))

1. *Californians for Homeownership, Inc. v. City of South Pasadena, (LASC Case No. 22STCP01388)*

**C. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION-SIGNIFICANT EXPOSURE TO LITIGATION**

(Government Code Section 54956.9(d)(2))  
 Number of Potential Cases: 1

<b>CERTIFICATION OF POSTING</b>	
<i>I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on <b>March 6, 2024</b>, 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.</i>	
<u>2/29/2024</u>	<u>/S/</u>
Date	Mark Perez, Deputy City Clerk



CITY OF SOUTH PASADENA  
CITY COUNCIL

**AMENDED AGENDA**

REGULAR MEETING  
WEDNESDAY, MARCH 6, 2024, 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**

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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](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](mailto:ccpubliccomment@southpasadenaca.gov).
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<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](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**CALL TO ORDER:** Mayor Evelyn G. Zneimer

**ROLL CALL:** Mayor Evelyn G. Zneimer  
Mayor Pro Tem Jack Donovan  
Councilmember Jon Primuth  
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.

**PRESENTATION****3. COUNCIL FINANCE AD HOC COMMITTEE UPDATE REGARDING CITY FINANCES AND OPERATIONS IN LIGHT OF THE FIVE-YEAR FINANCIAL FORECAST AND COUNCIL DISCUSSION AND DIRECTION REGARDING SAME****4. CERTIFICATE OF RECOGNITION FOR THE 2024 ROSE COURT**

- Queen Naomi Stillitano
- Phoebe Ho
- Olivia Marica Bohanec
- Mia Lee Moore-Walker
- Trinity Judy Dela Cruz
- Jessica Joy Powell
- Emmerson Pearl Tucker

**5. PROCLAMATION DECLARING MARCH 7, 2024, AS “KIWANIS – 100 YEAR ANNIVERSARY”**



6. **PROCLAMATION DECLARING MARCH 9, 2024, AS “SUDDENLY SLEEPY SATURDAY” – A DAY FOR NARCOLEPSY AWARENESS**
7. **PROCLAMATION DECLARING MARCH 2024, AS “AMERICAN RED CROSS MONTH”**
8. **MERCHANT MINUTE – RUE DE MIMO**
9. **SOCIAL MEDIA 101, COMMUNITY OUTREACH AND ANALYTICS PRESENTATION**

<b>CHANGES TO THE AGENDA</b>
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10. **REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

<b>CONSENT CALENDAR</b>
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<b>OPPORTUNITY TO COMMENT ON CONSENT CALENDAR</b>
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<p>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.</p>
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11. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$111,231.71; GENERAL CITY WARRANTS IN THE AMOUNT OF \$672,205.46; TRANSFERS IN THE AMOUNT OF \$173,132.50; ONLINE PAYMENTS IN THE AMOUNT OF \$35,010.61; PAYROLL IN THE AMOUNT OF \$820,460.48**

Recommendation

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

12. **APPROVAL OF A DISCRETIONARY FUNDS REQUEST FROM MAYOR PRO TEM JACK DONOVAN IN THE AMOUNT OF \$2,000 FOR THE FOURTH OF JULY / FESTIVAL OF BALLOONS EVENT**

Recommendation

It is recommended that the City Council:

1. Find that the requested allocation of Discretionary Funds to support the Fourth of July/ Festival of Balloons Event is consistent with the findings required pursuant to the Guidelines for the Application of City Council Discretionary Budget Accounts adopted by Resolution No. 7174; and
2. Approve the requested allocation totaling \$2,000 by Mayor Pro Tem Jack Donovan to support the Fourth of July / Festival of Balloons Event.

13. **CONSIDERATION OF APPROVAL OF MAYOR’S LIST OF CITY COUNCIL LIAISON AND REGIONAL GROUP APPOINTMENTS**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPOINTING DELEGATES, REPRESENTATIVES, AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY OF SOUTH PASADENA, SUPERSEDING RESOLUTION NO. 7843

Recommendation

It is recommended that the City Council:

1. Approve the Mayor’s list of City Council Liaison and Regional Group Appointments to various commissions, boards, and committees; and
2. Adopt a Resolution, superseding Resolution No. 7843, appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena.

**14. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR FEBRUARY 7, 2024, AND FEBRUARY 26, 2024**

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on February 7, 2024, and the Special Joint Meeting with the Public Safety Commission on February 26, 2024.

**PUBLIC HEARING**

**15. CONSIDER A RESOLUTION AMENDING THE GENERAL PLAN TO CREATE THE HOUSING OPPORTUNITY OVERLAY AND AN ORDINANCE TO AMEND THE ZONING CODE AND ZONING MAP TO CREATE THE HOUSING OPPORTUNITY OVERLAY ZONE ALLOWING FOR INCREASED DENSITY FOR CERTAIN PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND HUNTINGTON DRIVE MIXED-USE AREA CONSISTENT WITH THE ADOPTED 6TH CYCLE HOUSING ELEMENT**

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A ZONING TEXT AMENDMENT AND ZONING MAP AMENDMENT AMENDING SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) RELATED TO INCREASED DENSITY AND ESTABLISHING THE HOUSING OPPORTUNITY OVERLAY ZONE, ALLOWING UP TO 70 DWELLING UNITS PER ACRE ON SELECTED PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND THE HUNTINGTON DRIVE MIXED-USE AREA, CONSISTENT WITH THE ADOPTED 2021-2029 (6TH CYCLE) HOUSING ELEMENT

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A GENERAL PLAN AMENDMENT AND A GENERAL PLAN LAND USE MAP AMENDMENT ESTABLISHING THE HOUSING OPPORTUNITY OVERLAY ALLOWING UP TO 70 DWELLING UNITS PER ACRE ON SELECTED PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND THE HUNTINGTON DRIVE MIXED-USE AREA, AS DESCRIBED IN THE ADOPTED 6<sup>TH</sup> CYCLE HOUSING ELEMENT

Recommendation

It is recommended that the City Council open the public hearing, receive public testimony on the project, and then:

1. Adopt a Resolution amending the General Plan and the General Plan Land Use Map creating and applying the Housing Opportunity (HO) Overlay land use designation allowing development of up to 70 dwelling units per acre for certain parcels; and
2. Introduce by title only and waive full reading of an Ordinance to approve a Zoning Text Amendment and Zoning Map Amendment to implement the necessary changes to the South Pasadena Municipal Code (SPMC) and Zoning Map consistent with the 2021-2029 Housing Element Programs as set forth in Exhibits A, B, and C of the Ordinance creating the Housing Opportunity Overlay Zone.

<b>ACTION/DISCUSSION</b>
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**16. CONSIDERATION OF APPROVAL OF THE DEVELOPMENT AND IMPLEMENTATION OF A RENTAL HOUSING REGISTRATION PROGRAM AND AUTHORIZE A SOFTWARE UPGRADE FOR AN ONLINE REGISTRY**

Recommendation

It is recommended that the City Council consider the approval of the development and implementation of a rental housing registration program and authorize Staff to move forward with the software upgrade with TruePoint Solutions.

**17. CONSIDERATION OF APPROVAL OF A MEMORANDUM OF AGREEMENT WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR THE ACTIVE STREETS MISSION-TO-MISSION 2024 EVENT**

Recommendation

It is recommended that the City Council consider approval of a Memorandum of Agreement (MOA) between the San Gabriel Valley Council of Governments (SGVCOG) and the Cities of Alhambra, San Gabriel, and South Pasadena for the Active Streets Mission-to-Mission 2022 Event and commit staff time towards the required in-kind match.

<b>PUBLIC COMMENT – CONTINUED</b>
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**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.

<b>COMMUNICATIONS</b>
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**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**

<b>ADJOURNMENT</b>
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<b>FOR YOUR INFORMATION</b>
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**FUTURE CITY COUNCIL MEETINGS**

March 20, 2024	Regular City Council Meeting	7:00 P.M.
April 17, 2024	Regular City Council Meeting	7:00 P.M.
May 1, 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:

<https://www.southpasadenaca.gov/government/city-council-meetings/2024-council-meetings>

Regular meetings are live streamed via the internet at:

[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](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](mailto: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](mailto: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 **March 6, 2024**, 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.*

**3/4/2024**

/S/

Date

Mark Perez, Deputy City Clerk

CITY OF SOUTH PASADENA

PROCLAMATION



Declaring March 7, 2024 as  
"Kiwaniis - 100 Year Anniversary"  
in the City of South Pasadena

WHEREAS, Kiwanis International is one of the largest service organizations in the world, with more than 430,000 members of all ages and abilities in more than 80 nations and geographic areas; and

WHEREAS, The members of the Kiwanis Club of South Pasadena are devoted to improving the world one child and one community at a time, by seeking to give primacy to the human and spiritual rather than the material values of life; and

WHEREAS, In addition to improving the lives of children in the City of South Pasadena and in communities around the world, Kiwanis club members promote the development of community leaders, positive role models, intercultural understanding and cooperation, and opportunities for fellowship, personal growth, professional development and community service; and

WHEREAS, The first Kiwanis club started its service in Detroit, Michigan, U.S., in 1915; and the Kiwanis Club of South Pasadena was formed on March 23, 1923 and

WHEREAS, The service provided by the Kiwanis Club of South Pasadena will continue to have a positive impact on our community and citizens;

NOW, THEREFORE, I, Evelyn G. Zneimer, Mayor of the City of South Pasadena, on behalf of the City Council, do hereby proclaim the March 7, 2024 as Kiwanis - 100 Year Anniversary in the City of South Pasadena.

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor

March 6, 2024  
Date

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# CITY OF SOUTH PASADENA PROCLAMATION



## Declaring March 9, 2024 as “Suddenly Sleepy Saturday – A Day for Narcolepsy Awareness” in the City of South Pasadena

WHEREAS, Narcolepsy is a chronic neurological disorder caused by the brain’s inability to regulate sleep-wake cycles; and

WHEREAS, Narcolepsy affects an estimated 1 in every 2,000 Americans; and

WHEREAS, Narcolepsy is an under-recognized and under diagnosed condition; and

WHEREAS, The symptoms of narcolepsy, especially when undiagnosed, can lead to accidents, injuries, and problems with learning, and working; and

WHEREAS, Narcolepsy affects people neurologically, socially, and emotionally; and

WHEREAS, Narcolepsy affects people of all ages, with onset typically between the ages of 15 and 25; and

WHEREAS, Narcolepsy Network is a national organization created to promote awareness of the disease and support for those who suffer from narcolepsy.

NOW, THEREFORE, I, Evelyn G. Zneimer, Mayor of the City of South Pasadena, on behalf of the City Council, do hereby proclaim March 9, 2024 as Suddenly Sleepy Saturday – A Day for Narcolepsy Awareness in the City of South Pasadena.

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor                      March 6, 2024  
Date

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# CITY OF SOUTH PASADENA PROCLAMATION



## Declaring March 2024 as “American Red Cross Month” in the City of South Pasadena

WHEREAS, During American Red Cross Month in March, we recognize the compassion of people in the City of South Pasadena, California and reaffirm our commitment to care for one another in times of crisis; and

WHEREAS, This generous spirit is woven into the fabric of our community and advances the humanitarian legacy of American Red Cross founder Clara Barton – one of the most honored women in our country’s history – who nobly dedicated herself to alleviating suffering; and

WHEREAS, Today, kindhearted individuals in our community exemplify Barton’s commitment as they step up through our humanitarian efforts to provide a beacon of hope for our neighbors in need. Through their voluntary and selfless contributions, they make a lifesaving difference in people’s darkest hours – whether it’s delivering shelter, food and comfort during disasters; providing critical blood donations for hospital patients; supporting military families, veterans and caregivers through the unique challenges of service; saving lives with first aid, CPR and other skills; or delivering aid and reconnecting loved ones separated by global crises; and

WHEREAS, The City of South Pasadena is proud to stand in solidarity with the American Red Cross, acknowledging its dedication to fostering resilience, compassion, and hope within our community.

NOW, THEREFORE, I, Evelyn G. Zneimer, Mayor of the City of South Pasadena, on behalf of the City Council, do hereby proclaim the week of March 2024 as Red Cross Month. We urge all residents to join us in recognizing and celebrating the vital role played by the American Red Cross in our city and beyond. All are encouraged to reach out and support the American Red Cross humanitarian mission.

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor

March 6, 2024  
Date

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# City Council Agenda Report

ITEM NO. 11.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** John Downs, Finance Director

**SUBJECT:** **Approval of Prepaid Warrants in the Amount of \$111,231.71; General City Warrants in the Amount of \$672,205.46; Transfers in the Amount of \$173,132.50; Online Payments in the Amount of \$35,010.61; Payroll in the Amount of \$820,460.48**

### Recommendation

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

### Fiscal Impact

#### Prepaid Warrants:

Warrant #	\$	0
ACH	\$	111,231.71
Voids	\$	0

#### General City Warrants:

Warrant # 318516-318617	\$	473,324.51
ACH	\$	198,880.95
Voids	\$	0

Payroll Period Ending: 2/16/2024 \$ 820,244.59

Payroll Period Ending: 2/17/2024 \$ 215.89

Wire Transfers Out – To (LAIF) \$ 0

Wire Transfers In – From (LAIF) \$ 0

Wire Transfers (RSA) \$ 0

Wire Transfers Out – To (Acct # 2413) \$ 0

Wire Transfers Out – To (Acct # 1936) \$ 173,132.50

Online Payments \$ 35,010.61

Prepaid Warrants \$ 0

General City Warrants \$ 0

**Total** \$ 1,812,040.76

### **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

### **Key Performance Indicators**

This item is in line with the Finance Department's Key Performance Indicators identified in the Fiscal Year 2022-2023 Budget. The Accounts Payable process is completely digital and routed via a workflow process. This cuts down staff time significantly, as well as streamlines a previously strenuous process. This process also falls in line with the City's environmental strategies by reducing the amount of paper used.

### **Explanation of Terms**

Warrant – Directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The warrants (payments) are only released after City Council approval.

Warrant Summary – Summarizes all of the payments prepared during a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing. All the warrants for the current cycle are summarized and the detail of warrants provided to Council for review and approval.

Prepaid Warrant List - A Prepaid Warrant directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The Prepaid Warrants (payments) are released prior to City Council approval, however reported to City Council as a Prepaid. Prepayments are generally time sensitive and would incur additional charges if not paid within a specific time frame.

General City Warrant List – Detailed listing of all payments made for a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing.

Online Payments – Payments made online. These are typically for time sensitive utilities, credit card payments, and sometimes require the use of the payee's portal (SCE, So Cal Gas, Amazon, etc.).

VOIDS – Checks that were issued and voided. Examples of such instances would be lost checks that were mailed out. Checks that were on a warrant that did not get approved by Council.

Payroll – All payments made related to payroll, such as payroll taxes, retirement benefits, CalPERS, Garnishments, payroll etc.

Approval of Warrants

March 6, 2024

Page 3 of 3

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Online Payments
5. Payroll

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**ATTACHMENT 1**  
**Warrant Summary**

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**City of South Pasadena  
Demand/Warrant Register  
Recap by fund**

3/6/2024

Fund No.	Date	Amounts	
		Prepaid	Written
General Fund	101	-	367,409.65
Insurance Fund	103	-	4,206.48
Street Improvement Program	104	-	-
Technology Surcharge Fund	106	-	-
Facilities & Equip.Cap. Fund	105	111,231.71	-
Programs and Projects	107	-	-
Local Transit Return "A"	205	-	13,669.63
SLFRF Fund	206	-	5,423.36
Local Transit Return "C"	207	-	-
TEA/Metro	208	-	-
Sewer Fund	210	-	1,287.21
CTC Traffic Improvement	211	-	-
SB2 Planning Grant	213	-	-
Rogan HR5294 Grant	214	-	-
Street Lighting Fund	215	-	24,999.58
Public, Education & Govt Fund	217	-	-
Clean Air Act Fund	218	-	-
Business Improvement Tax	220	-	22,600.00
Gold Line Mitigation Fund	223	-	-
Mission Meridian Public Garage	226	-	-
Housing Authority Fund	228	-	-
State Gas Tax	230	-	6,625.41
County Park Bond Fund	232	-	4,224.73
Measure R	233	-	15,890.00
Measure M	236	-	29,320.20
Road Maint & Rehab (SB1)	237	-	-
MSRC Grant Fund	238	-	-
Measure W	239	-	435.00
Measure H	241	-	-
Prop C Exchange Fund	242	-	-
Bike & Pedestrian Paths	245	-	-
BTA Grants	248	-	-
Golden Street Grant	249	-	-
Capital Growth Fund	255	-	-
CDBG	260	-	-
Asset Forfeiture	270	-	-
Police Grants - State	272	-	-
Homeland Security Grant	274	-	-
Park Impact Fees	275	-	-
Historic Preservation Grant	276	-	-
HSIP Grant	277	-	-
Arroyo Seco Golf Course	295	-	-
Sewer Capital Projects Fund	310	-	-
400 Capital Improvement Program	400	-	131,581.13
Water Fund	500	-	37,154.52
Water Efficiency Fund	503	-	4,302.04
2016 Water Revenue Bonds Fund	505	-	-
SRF Loan - Water	506	-	-
Water & Sewer Impact Fee	510	-	-
Public Financing Authority	550	-	-
Payroll Clearing Fund	700	-	3,076.52
<b>Column Totals:</b>		111,231.71	672,205.46

Fund No.	Date	Amounts	
		Prepaid	Written
RSA	227	-	-
<b>RSA Report Totals:</b>		-	-
<b>City Report Totals:</b>			783,437.17

Payroll Period Ending: 2/16/2024	820,244.59
Payroll Period Ending: 2/17/2024	215.89
Wire Transfer Out - To LAIF	-
Wire Transfer In - From LAIF	-
Wire Transfer - RSA	-
Wire Transfer Out - To Acct. # 2413	-
Wire Transfer Out - To Acct. # 1936	173,132.50
Online Payments	35,010.61
Voids - Prepaid	-
Voids - General Warrant	-
<b>Grand Report Total:</b>	<b>1,812,040.76</b>

Evelyn G. Zneimer, Mayor

John Downs, Finance Director

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**ATTACHMENT 2**  
**Prepaid Warrant List**

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# Accounts Payable

## Check Detail

User: calvarez  
Printed: 02/28/2024 - 4:31PM



Check Number	Check Date	Amount
<b>ENTERPRI - Enterprise FM Trust</b>		
0	02/20/2024	
Inv	FBN4959432	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/04/2024	Monthly Tesla Lease Payment - July 2023 to June 2024.	111,231.71
Inv FBN4959432 Total		111,231.71
0 Total:		111,231.71
<b>ENTERPRI - Enterprise FM Trust Total:</b>		111,231.71
Total:		111,231.71

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# **ATTACHMENT 3 General City Warrant List**

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# Accounts Payable

## Check Detail

User: calvarez  
Printed: 02/28/2024 - 4:34PM



Check Number	Check Date		Amount
<b>AFECO - AFECO, Inc.</b>			
318516	03/06/2024		
Inv	185390		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/05/2023	Fit Test / Online Visit		135.00
Inv 185390 Total			135.00
Inv	187100		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	Fit Test / Online Visit		100.00
Inv 187100 Total			100.00
318516 Total:			235.00
<b>AFECO - AFECO, Inc. Total:</b>			
			235.00
<b>AGAEng - AGA Engineers, Inc.</b>			
318517	03/06/2024		
Inv	23313-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/31/2023	Comprehensive Traffic Safety Review - Marengo Ave. Corridor.		8,310.00
Inv 23313-IN Total			8,310.00
Inv	23357-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/30/2023	Comprehensive Traffic Safety Review - Marengo Ave. Corridor.		7,580.00
Inv 23357-IN Total			7,580.00
318517 Total:			15,890.00
<b>AGAEng - AGA Engineers, Inc. Total:</b>			
			15,890.00
<b>AKGSHFLP - Akin Gump Strauss Hauer &amp; Feld LLP</b>			
318518	03/06/2024		
Inv	2080129		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
01/31/2024	Legal Services FY24	5,148.00
Inv 2080129 Total		5,148.00
318518 Total:		5,148.00
<b>AKGSHFLP - Akin Gump Strauss Hauer &amp; Feld LLP Total:</b>		5,148.00
<b>ALH0179 - Alhambra Car Wash</b>		
318519	03/06/2024	
Inv	December 2023	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/06/2024	PD Car Washes December 2023	168.00
Inv December 2023 Total		168.00
Inv	January 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/08/2024	PD Car Washes January 2024	252.00
Inv January 2024 Total		252.00
318519 Total:		420.00
<b>ALH0179 - Alhambra Car Wash Total:</b>		420.00
<b>ACMT2920 - All City Management Services, Inc.</b>		
318520	03/06/2024	
Inv	90659	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/24/2024	School crossing guard services - 01/07-01/20-24	10,233.47
Inv 90659 Total		10,233.47
Inv	91144	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	School crossing guard services - 01/21-02/03/24	12,543.72
Inv 91144 Total		12,543.72
318520 Total:		22,777.19
<b>ACMT2920 - All City Management Services, Inc. Total:</b>		22,777.19
<b>AMDA6710 - Almeda, Jose L.</b>		
318521	03/06/2024	

Check Number	Check Date		Amount
Inv	2/8/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/08/2024	PW Staff Mileage Claim		25.46
Inv 2/8/2024 Total			25.46
318521 Total:			25.46
<b>AMDA6710 - Almeda, Jose L. Total:</b>			25.46
<b>ALTAPLDE - Alta Planning + Design, Inc.</b>			
318522	03/06/2024		
Inv	0002023.071 - 5		
<u>Line Item Date</u>	<u>Line Item Description</u>		
09/21/2023	Slow Streets Program		15,467.10
09/21/2023	Slow Streets Program		21,974.44
Inv 0002023.071 - 5 Total			37,441.54
Inv	0002023.071 - 6		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/16/2023	Slow Streets Program		7,226.94
10/16/2023	Slow Streets Program		5,086.81
Inv 0002023.071 - 6 Total			12,313.75
Inv	0002023.071 - 7		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/13/2023	Slow Streets Program		3,966.84
11/13/2023	Slow Streets Program		2,792.13
Inv 0002023.071 - 7 Total			6,758.97
Inv	0002023.071 - 8		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/12/2023	Slow Streets Program		559.02
12/12/2023	Slow Streets Program		393.48
Inv 0002023.071 - 8 Total			952.50
Inv	0002023.071 - 9		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/23/2024	Slow Streets Program		1,092.43
01/23/2024	Slow Streets Program		1,552.05
Inv 0002023.071 - 9 Total			2,644.48
318522 Total:			60,111.24

Check Number	Check Date		Amount
<b>ALTAPLDE - Alta Planning + Design, Inc. Total:</b>			60,111.24
<b>AMAZONCP - Amazon Capital Services, Inc.</b>			
0	03/06/2024		
Inv	114K-MRYG-PDYH		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	Engraved Nameplates for Community Development		71.60
Inv	114K-MRYG-PDYH Total		71.60
Inv	116R-N6RT-3TKF		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	Supply Purchase for CS Commission		57.28
Inv	116R-N6RT-3TKF Total		57.28
Inv	171X-3D4Q-MJ4V		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	2x tank holders for vehicle 80, 81		65.85
02/12/2024	2x tank holders for vehicle 80, 81		30.00
Inv	171X-3D4Q-MJ4V Total		95.85
Inv	19XD-NQV6-41R4		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/05/2024	Cellphone covers for water division		32.59
02/05/2024	Cellphone covers for water division		36.69
Inv	19XD-NQV6-41R4 Total		69.28
Inv	1TM7-N44T-N4QP		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	NREC Nameplates for Commssioners		28.64
Inv	1TM7-N44T-N4QP Total		28.64
0 Total:			322.65
<b>AMAZONCP - Amazon Capital Services, Inc. Total:</b>			322.65
<b>AME0229 - Ameritas</b>			
0	03/06/2024		
Inv	February 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/29/2024	EE Vision Plan Premiums - February 2024		3,076.52
Inv	February 2024 Total		3,076.52
0 Total:			3,076.52

<b>AME0229 - Ameritas Total:</b>	3,076.52
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**ANTLAGRP - Annealta Group**

318523                      03/06/2024

Inv    3092

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/09/2024	Street Improvement Program Management	3,106.25

Inv 3092 Total	3,106.25
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Inv    3093

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/09/2024	Street Improvement Project 23	31,266.25

Inv 3093 Total	31,266.25
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318523 Total:	34,372.50
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<b>ANTLAGRP - Annealta Group Total:</b>	34,372.50
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**EMPI5011 - Aramsco, Inc. (Formerly Empire Cleaning Supply)**

318524                      03/06/2024

Inv    S5963260.001

<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2023	Fire Station Apparatus Cleaning	697.48

Inv S5963260.001 Total	697.48
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Inv    S6292771.001

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/12/2024	Fire Station Apparatus Cleaning	837.08

Inv S6292771.001 Total	837.08
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Inv    S6292771.002

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/12/2024	Fire Station Apparatus Cleaning	91.30

Inv S6292771.002 Total	91.30
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318524 Total:	1,625.86
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<b>EMPI5011 - Aramsco, Inc. (Formerly Empire Cleaning Supply) Total:</b>	1,625.86
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**RIAL6501 - Arriola, Richard**

318525                      03/06/2024

Check Number	Check Date	Amount
Inv	2/2/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	PW Mileage Claim 2/2/2024	17.82
Inv 2/2/2024 Total		17.82
Inv	2/4/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/04/2024	PW Mileage Claim 2/4/2024	17.82
Inv 2/4/2024 Total		17.82
318525 Total:		35.64
<b>RIAL6501 - Arriola, Richard Total:</b>		35.64
<b>AT&amp;T5011 - AT&amp;T</b>		
318526	03/06/2024	
Inv	24813461002105	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	AN 248 134-6100 210 5 Serv for 02/01/24 - 02/29/24	6.04
Inv 24813461002105 Total		6.04
Inv	33184107563432	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	AN 331 841-0756 343 2 Serv for 02/07/24 - 03/06/24	31.80
Inv 33184107563432 Total		31.80
318526 Total:		37.84
<b>AT&amp;T5011 - AT&amp;T Total:</b>		37.84
<b>CIN4011 - AT&amp;T Mobility</b>		
318527	03/06/2024	
Inv	287288006612	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	AN 28788006612 Consolidation Inv for City Phones Serv 1/3-2/2/24	2,974.99
Inv 287288006612 Total		2,974.99
Inv	287312118886	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	AN287312118886 Consolidation Inv for City Phones Serv 1/3-2/2/24	2,871.34
Inv 287312118886 Total		2,871.34

Check Number	Check Date	Amount
318527 Total:		5,846.33
<b>CIN4011 - AT&amp;T Mobility Total:</b>		5,846.33
<b>ATSS6010 - Athens Services</b>		
318528	03/06/2024	
Inv 16251462		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Athens Services - Hazardous Waste Removal Service for Fire Dept.	3,449.21
Inv 16251462 Total		3,449.21
318528 Total:		3,449.21
<b>ATSS6010 - Athens Services Total:</b>		3,449.21
<b>BAK0369 - Baker &amp; Taylor Books</b>		
0	03/06/2024	
Inv 2038038491		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/18/2024	Books FY2023-24	661.58
Inv 2038038491 Total		661.58
Inv 2038040140		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/22/2024	Books FY2023-24	702.99
Inv 2038040140 Total		702.99
Inv 2038040815		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/22/2024	Books FY2023-24	136.24
Inv 2038040815 Total		136.24
Inv 2038049999		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/26/2024	Books FY2023-24	944.25
Inv 2038049999 Total		944.25
Inv 2038054037		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/25/2024	Books FY2023-24	341.04
Inv 2038054037 Total		341.04

Check Number	Check Date	Amount
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0 Total:	2,786.10
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<b>BAK0369 - Baker &amp; Taylor Books Total:</b>	2,786.10
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**BAK0366 - Baker & Taylor Entertainment**

0                      03/06/2024

Inv    H67807760

<u>Line Item Date</u>	<u>Line Item Description</u>	
01/30/2024	DVDs/CDs - FY 2023-24	52.90

Inv H67807760 Total	52.90
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Inv    H67874700

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	DVDs/CDs - FY 2023-24	34.23

Inv H67874700 Total	34.23
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Inv    H67881360

<u>Line Item Date</u>	<u>Line Item Description</u>	
01/30/2024	DVDs/CDs - FY 2023-24	179.30

Inv H67881360 Total	179.30
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Inv    H67903930

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/05/2024	DVDs/CDs - FY 2023-24	38.01

Inv H67903930 Total	38.01
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Inv    H67923560

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/2024	DVDs/CDs - FY 2023-24	74.32

Inv H67923560 Total	74.32
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0 Total:	378.76
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<b>BAK0366 - Baker &amp; Taylor Entertainment Total:</b>	378.76
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**BLSP8010 - Blackstone Publishing**

0                      03/06/2024

Inv    2139219

<u>Line Item Date</u>	<u>Line Item Description</u>	
01/30/2024	Books/DVDs/CDs	77.89

Inv 2139219 Total	77.89
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Check Number	Check Date	Amount
Inv 2139962		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/05/2024	Books/DVDs/CDs	34.94
Inv 2139962 Total		34.94
0 Total:		112.83
<b>BLSP8010 - Blackstone Publishing Total:</b>		112.83
<b>BCDJ4011 - Bravo Chrysler Dodge Jeep Ram of Alhambra</b>		
318529	03/06/2024	
Inv 443647		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/08/2023	Repairs to Unit # 1908 - Fuel Pump, Fuel Tank, and brakes.	3,104.31
Inv 443647 Total		3,104.31
318529 Total:		3,104.31
<b>BCDJ4011 - Bravo Chrysler Dodge Jeep Ram of Alhambra Total:</b>		3,104.31
<b>BRMR8267 - BRIT West Soccer</b>		
318530	03/06/2024	
Inv BritWestDEC-FEB		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Contract Class Instructor payment for BritWest classes Dec-Feb24	5,162.95
Inv BritWestDEC-FEB Total		5,162.95
318530 Total:		5,162.95
<b>BRMR8267 - BRIT West Soccer Total:</b>		5,162.95
<b>BUR4018 - Burro Canyon Shooting Park</b>		
318531	03/06/2024	
Inv 3129		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	PD range fees	30.00
Inv 3129 Total		30.00
318531 Total:		30.00
<b>BUR4018 - Burro Canyon Shooting Park Total:</b>		30.00

Check Number	Check Date		Amount
<b>CAL5236 - CA Linen Services</b>			
318532	03/06/2024		
Inv	2234692		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/13/2024	Linen Cleaning Services - FY 2023-24		123.43
Inv 2234692 Total			123.43
318532 Total:			123.43
<b>CAL5236 - CA Linen Services Total:</b>			123.43
<b>DACA4011 - Calderon, David</b>			
318533	03/06/2024		
Inv	02092024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	Mentorship/Recruitment Lunch Reimbursement for OFCR. Calderon		40.00
Inv 02092024 Total			40.00
318533 Total:			40.00
<b>DACA4011 - Calderon, David Total:</b>			40.00
<b>CAL6695 - California American Water</b>			
318534	03/06/2024		
Inv	12.21.23-1.23.2		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/25/2024	Wilson Well 2 Water Purchased January 2024		21.63
Inv 12.21.23-1.23.2 Total			21.63
318534 Total:			21.63
<b>CAL6695 - California American Water Total:</b>			21.63
<b>CAPTEV - California Association for Property &amp; Evidence</b>			
318535	03/06/2024		
Inv	13279		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	Annual Membership for CA Assoc. Of Property/Evidence		50.00
Inv 13279 Total			50.00
318535 Total:			50.00

Check Number	Check Date		Amount
<b>CAPTEV - California Association for Property &amp; Evidence Total:</b>			50.00
<b>CADPTCSC - California Department of Conservation</b>			
318536	03/06/2024		
Inv	10/01-12/31/23		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/08/2024	Quarterly Fee for Strong Motion & Seismic Mapping		934.28
Inv 10/01-12/31/23 Total			934.28
318536 Total:			934.28
<b>CADPTCSC - California Department of Conservation Total:</b>			934.28
<b>CLA8011 - California Library Association</b>			
318537	03/06/2024		
Inv	300013453		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/06/2024	CLA Individual & Individual Voting for Cathy Billings		230.00
Inv 300013453 Total			230.00
Inv	3000134934		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/10/2024	Individual Voting for Bre Taylor		40.00
Inv 3000134934 Total			40.00
318537 Total:			270.00
<b>CLA8011 - California Library Association Total:</b>			270.00
<b>CAMERPL - California Metro Patrol &amp; EMS, Inc.</b>			
318538	03/06/2024		
Inv	6153		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/09/2024	Security Guard Concierge Services at City Hall Serv 1/29-2/9/24		3,288.80
Inv 6153 Total			3,288.80
318538 Total:			3,288.80
<b>CAMERPL - California Metro Patrol &amp; EMS, Inc. Total:</b>			3,288.80
<b>CFNSPR - California Newspapers Partnership</b>			
0	03/06/2024		

Check Number	Check Date		Amount
Inv	0011640816		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Public Notice Published in January		789.20
Inv 0011640816 Total			789.20
0 Total:			789.20
<b>CFNSPR - California Newspapers Partnership Total:</b>			789.20
<b>CAN0607 - Cantu Graphics Inc.</b>			
318539	03/06/2024		
Inv	22182		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/05/2024	Electric Future Postcards		25.08
Inv 22182 Total			25.08
318539 Total:			25.08
<b>CAN0607 - Cantu Graphics Inc. Total:</b>			25.08
<b>CWNC2501 - Carl Warren &amp; Company</b>			
0	03/06/2024		
Inv	2040598-2040625		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Legal Matters - January 2024		1,953.00
Inv 2040598-2040625 Total			1,953.00
0 Total:			1,953.00
<b>CWNC2501 - Carl Warren &amp; Company Total:</b>			1,953.00
<b>TIM4011 - Charter Communications</b>			
0	03/06/2024		
Inv	0029763012724		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/27/2024	AN 8448208990029763 1422 Mission St. CTRL ACCT Serv 1/16-2/15/24		326.38
Inv 0029763012724 Total			326.38
Inv	0052005012624		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/26/2024	AN 8448208990052005 1414 Mission St. CTRL ACCT Serv 1/11-2/10/24		3,301.75
Inv 0052005012624 Total			3,301.75

Check Number	Check Date	Amount
Inv 0070193020124		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	AN 8448300080070193 660 Stoney Drive Serv 2/1 -2/29/24	83.95
Inv 0070193020124 Total		83.95
Inv 0355990020224		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	AN 8448300080355990 416 GARFIELD AVE TWC BC Serv 2/2-3/1/24	402.34
Inv 0355990020224 Total		402.34
Inv 0357905020524		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/05/2024	AN 8448300080357905 815 Mission St. Serv 02/05/2024 - 03/04/2024	130.56
Inv 0357905020524 Total		130.56
0 Total:		4,244.98
<b>TIM4011 - Charter Communications Total:</b>		4,244.98
<b>CHWCONST - Chawkins Communications Consulting, Inc.</b>		
318540 03/06/2024		
Inv 1078		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	Electrification Project and Stakeholder Coordination Services.	1,755.00
Inv 1078 Total		1,755.00
318540 Total:		1,755.00
<b>CHWCONST - Chawkins Communications Consulting, Inc. Total:</b>		1,755.00
<b>CHE6010 - Chem Pro Laboratory, Inc.</b>		
318541 03/06/2024		
Inv IN139937		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	Water Treatment of Cooling Center at Civic Center	160.65
Inv IN139937 Total		160.65
318541 Total:		160.65
<b>CHE6010 - Chem Pro Laboratory, Inc. Total:</b>		160.65

Check Number	Check Date		Amount
<b>CINTA3 - Cintas Corporation</b>			
318542	03/06/2024		
Inv	4181431750		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/25/2024	Sanitary Scheduled Cleaning for Public Park Restrooms.		448.20
Inv 4181431750 Total			448.20
Inv	4182107850		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/01/2024	Sanitary Scheduled Cleaning for Public Park Restrooms.		448.20
Inv 4182107850 Total			448.20
Inv	4182812197		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/08/2024	Sanitary Scheduled Cleaning for Public Park Restrooms.		448.20
Inv 4182812197 Total			448.20
318542 Total:			1,344.60
<b>318543</b>			
	03/06/2024		
Inv	5195935198		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	First Aid Cabinet & Monthly Servicing @ Community Services.		8.14
Inv 5195935198 Total			8.14
Inv	9258053704		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/06/2024	AED monthly service for Senior Center		153.25
Inv 9258053704 Total			153.25
318543 Total:			161.39
<b>CINTAS - Cintas Corporation Total:</b>			1,505.99
<b>CITH1021 - Cities Digital Inc.</b>			
318544	03/06/2024		
Inv	59227		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Laserfiche Annual Accela Connector Annual Maintenance		9,090.00
Inv 59227 Total			9,090.00
318544 Total:			9,090.00

Check Number	Check Date		Amount
<b>CITI1021 - Cities Digital Inc. Total:</b>			9,090.00
<b>ALPD4010 - City of Alhambra Police Department</b>			
318545	03/06/2024		
Inv	12.2023		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/30/2024	Inmate housing for the month of December 2023		2,752.00
Inv 12.2023 Total			2,752.00
318545 Total:			2,752.00
<b>ALPD4010 - City of Alhambra Police Department Total:</b>			2,752.00
<b>PAS4012 - City of Pasadena</b>			
318546	03/06/2024		
Inv	30023561		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/30/2024	Forensic services		691.60
Inv 30023561 Total			691.60
318546 Total:			691.60
<b>PAS4012 - City of Pasadena Total:</b>			691.60
<b>CSM8030 - City of San Marino</b>			
318547	03/06/2024		
Inv	0002378		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/30/2024	San Marino Co-Op Agreement Personnel Expenses -11/19/23-12/2/23		3,814.07
Inv 0002378 Total			3,814.07
318547 Total:			3,814.07
<b>CSM8030 - City of San Marino Total:</b>			3,814.07
<b>SPMN3010 - City of South Pasadena</b>			
318548	03/06/2024		
Inv	19126-12.20.23		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	Utility Bill Statement for Park Department - 10/16-12/12/23.		474.73
Inv 19126-12.20.23 Total			474.73

Check Number	Check Date	Amount
318548 Total:		474.73
<b>SPMN3010 - City of South Pasadena Total:</b>		474.73
<b>CMME4011 - Commline Inc.</b>		
318549	03/06/2024	
Inv	0429189-IN	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/29/2023	Police Part - Aruba 2530 24 PoE+ Switch & Installation.	2,500.00
Inv 0429189-IN Total		2,500.00
318549 Total:		2,500.00
<b>CMME4011 - Commline Inc. Total:</b>		2,500.00
<b>CMPCTIRE - Company C. Tire Corporation</b>		
318550	03/06/2024	
Inv	057430	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/2024	New tires to replace four worn out tires (unit #24)	1,015.42
Inv 057430 Total		1,015.42
318550 Total:		1,015.42
<b>CMPCTIRE - Company C. Tire Corporation Total:</b>		1,015.42
<b>COPRF701 - Copp Roofing &amp; Construction</b>		
318551	03/06/2024	
Inv	BL-2023-0880	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/20/2024	Permit Refund - Permit # 55418	108.40
Inv BL-2023-0880 Total		108.40
318551 Total:		108.40
<b>COPRF701 - Copp Roofing &amp; Construction Total:</b>		108.40
<b>CORE6011 - CoreLogic Information Solutions, Inc.</b>		
318552	03/06/2024	
Inv	82188097	
<u>Line Item Date</u>	<u>Line Item Description</u>	
09/30/2023	Public Record Information Services	300.00



Check Number	Check Date	Amount
Inv 82188097 Total		300.00
Inv 82191013		
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/31/2023	Public Record Information Services	300.00
Inv 82191013 Total		300.00
318552 Total:		600.00
<b>CORE6011 - CoreLogic Information Solutions, Inc. Total:</b>		600.00
<b>CRSR2010 - Corodata Shredding Inc.</b>		
0 03/06/2024		
Inv DN1454515		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Corodata Shredding Services for January 2024. AN SD041103	144.56
Inv DN1454515 Total		144.56
0 Total:		144.56
<b>CRSR2010 - Corodata Shredding Inc. Total:</b>		144.56
<b>LACTYAGC - County of Los Angeles, Agricultural Commissioner</b>		
318553 03/06/2024		
Inv 240947		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/11/2024	Pest Control Service for Arroyo Park Sports Fields	709.26
Inv 240947 Total		709.26
Inv 241073		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/30/2024	Gopher Abatement November 2023	825.88
Inv 241073 Total		825.88
318553 Total:		1,535.14
<b>LACTYAGC - County of Los Angeles, Agricultural Commissioner Total:</b>		1,535.14
<b>MNBL8170 - Crestline Software, LLC</b>		
0 03/06/2024		
Inv INV5856		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	Monthly February 2024	27,652.32

Check Number	Check Date		Amount
		Inv INV5856 Total	27,652.32
		0 Total:	27,652.32
<b>MNBL8170 - Crestline Software, LLC Total:</b>			27,652.32
<b>MSQTOJOE - Delgadillo, Kenneth John</b>			
318554	03/06/2024		
		Inv 2/1/2024	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/01/2024	Mosquito Abatement Services for Library	702.00
		Inv 2/1/2024 Total	702.00
		318554 Total:	702.00
<b>MSQTOJOE - Delgadillo, Kenneth John Total:</b>			702.00
<b>DDL8010 - Dr. Detail Ph.D LLC</b>			
0	03/06/2024		
		Inv 3020	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/14/2024	Carpet Cleaning for Camp Med	250.00
		Inv 3020 Total	250.00
		Inv 3021	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/08/2024	Fleet Washing January- Dial-A-Ride	355.00
		Inv 3021 Total	355.00
		0 Total:	605.00
<b>DDL8010 - Dr. Detail Ph.D LLC Total:</b>			605.00
<b>ECPLSYTM - Economic &amp; Planning Systems, Inc.</b>			
318555	03/06/2024		
		Inv 214034-11	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/31/2024	Inclusionary Housing In-Lieu Fee Study and Affordable Housing	992.50
		Inv 214034-11 Total	992.50
		318555 Total:	992.50

Check Number	Check Date		Amount
<b>ECPLSYTM - Economic &amp; Planning Systems, Inc. Total:</b>			992.50
<b>ELL1017 - Ellen's Silkscreening</b>			
318556	03/06/2024		
Inv	EE82683		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/09/2024	City Logo Merchandise		121.28
02/09/2024	City Logo Merchandise		75.24
Inv EE82683 Total			196.52
318556 Total:			196.52
<b>ELL1017 - Ellen's Silkscreening Total:</b>			196.52
<b>EDGHITI - Engineering Consulting Services, Inc.</b>			
318557	03/06/2024		
Inv	7		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Public Works Project Management Assistance		3,315.00
Inv 7 Total			3,315.00
318557 Total:			3,315.00
<b>EDGHITI - Engineering Consulting Services, Inc. Total:</b>			3,315.00
<b>ENT5426 - Entenmann-Rovin</b>			
318558	03/06/2024		
Inv	0179521-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/19/2024	Badge for Community Improvement Officer		292.98
Inv 0179521-IN Total			292.98
318558 Total:			292.98
<b>ENT5426 - Entenmann-Rovin Total:</b>			292.98
<b>HERD8010 - Erdmann, Hollis</b>			
0	03/06/2024		
Inv	000001147		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	Baldwin piano tuning		200.00
Inv 000001147 Total			200.00

Check Number	Check Date	Amount
0 Total:		200.00
<b>HERD8010 - Erdmann, Hollis Total:</b>		200.00
<b>EVBR4010 - Everbridge, Inc.</b>		
0	03/06/2024	
Inv	M79122	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/16/2023	Nixel Engagement for Press Releases and Emergency Notifications.	4,288.95
Inv M79122 Total		4,288.95
0 Total:		4,288.95
<b>EVBR4010 - Everbridge, Inc. Total:</b>		4,288.95
<b>FED1109 - FedEx</b>		
318559	03/06/2024	
Inv	8-396-05761	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	Shipment for background investigator	56.37
Inv 8-396-05761 Total		56.37
Inv	8-403-56167	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/09/2024	Shipment for background investigator	161.23
Inv 8-403-56167 Total		161.23
318559 Total:		217.60
<b>FED1109 - FedEx Total:</b>		217.60
<b>FRSTGRP - Fireside Security Group Inc.</b>		
318560	03/06/2024	
Inv	10317	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/16/2024	CityWide Data Cabling Services	781.67
Inv 10317 Total		781.67
318560 Total:		781.67
<b>FRSTGRP - Fireside Security Group Inc. Total:</b>		781.67

Check Number	Check Date		Amount
<b>FLMRCPW - Flores, Marcos</b>			
318561	03/06/2024		
Inv	2/4/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/04/2024	PW Mileage Claim 2/4/24		14.07
Inv 2/4/2024 Total			14.07
			<hr/>
318561 Total:			14.07
			<hr/>
<b>FLMRCPW - Flores, Marcos Total:</b>			14.07
<b>FOO7777 - Foothill Lock &amp; Key</b>			
318562	03/06/2024		
Inv	67599-119		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/02/2024	New-Punch Code Lock for Eddie Park House		1,353.40
Inv 67599-119 Total			1,353.40
Inv 67599-20			
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/18/2024	Key Copies for New Staff in Facilities Maintenance		1,368.15
Inv 67599-20 Total			1,368.15
			<hr/>
318562 Total:			2,721.55
			<hr/>
<b>FOO7777 - Foothill Lock &amp; Key Total:</b>			2,721.55
<b>JQNFR907 - Frommer, Joaquin</b>			
318563	03/06/2024		
Inv	JF976		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Water Refund		118.00
01/31/2024	Water Deposit Refund		200.00
Inv JF976 Total			318.00
			<hr/>
318563 Total:			318.00
			<hr/>
<b>JQNFR907 - Frommer, Joaquin Total:</b>			318.00
<b>GALL5011 - Galls, LLC</b>			
318564	03/06/2024		
Inv	026971407		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date		Amount
02/01/2024		Fire Department Class A Uniforms	1,640.81
		Inv 026971407 Total	1,640.81
318564 Total:			1,640.81
<b>GALL5011 - Galls, LLC Total:</b>			1,640.81
<b>MRTNGMBT - Gombert, Martin</b>			
318565	03/06/2024		
		Inv 2024-219	
<u>Line Item Date</u>		<u>Line Item Description</u>	
02/14/2024		Transit Division Assessment Consultant fees	7,213.00
		Inv 2024-219 Total	7,213.00
318565 Total:			7,213.00
<b>MRTNGMBT - Gombert, Martin Total:</b>			7,213.00
<b>HOP19319 - Hands On Painting Inc.</b>			
318566	03/06/2024		
		Inv 1265	
<u>Line Item Date</u>		<u>Line Item Description</u>	
02/06/2024		Painting at PD, and CH/PD Stairwell	11,500.00
02/06/2024		Painting at PD, and CH/PD Stairwell	14,561.25
		Inv 1265 Total	26,061.25
318566 Total:			26,061.25
<b>HOP19319 - Hands On Painting Inc. Total:</b>			26,061.25
<b>HGSI6010 - Harry's Glass Shop Inc.</b>			
318567	03/06/2024		
		Inv 24-44175	
<u>Line Item Date</u>		<u>Line Item Description</u>	
01/31/2024		Urgent Window Repair at Heritage Museum - due to Vandalism	437.37
		Inv 24-44175 Total	437.37
318567 Total:			437.37
<b>HGSI6010 - Harry's Glass Shop Inc. Total:</b>			437.37
<b>RIHZ6601 - Hernandez, Ricardo</b>			

Check Number	Check Date		Amount
318568	03/06/2024		
Inv	1/29/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/29/2024	PW Mileage Claim 1/29/2024		10.72
Inv 1/29/2024 Total			10.72
Inv	2/2/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/02/2024	PW Mileage Claim 2/2/2024		10.72
Inv 2/2/2024 Total			10.72
318568 Total:			21.44
<b>RIHZ6601 - Hernandez, Ricardo Total:</b>			21.44
<b>HIW6710 - Hi-Way Safety Inc</b>			
318569	03/06/2024		
Inv	149762		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/27/2023	Street Signs		260.76
Inv 149762 Total			260.76
Inv	150899		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/30/2023	Street Signs		959.41
Inv 150899 Total			959.41
318569 Total:			1,220.17
<b>HIW6710 - Hi-Way Safety Inc Total:</b>			1,220.17
<b>HOMCOMMU - Hom, Reagan</b>			
318570	03/06/2024		
Inv	4-020424		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/04/2024	Repair passenger side mirrors, fix damage housing, and wiring		375.00
Inv 4-020424 Total			375.00
318570 Total:			375.00
<b>HOMCOMMU - Hom, Reagan Total:</b>			375.00

Check Number	Check Date		Amount
<b>DNHUM - Hum, Danny</b>			
318571	03/06/2024		
Inv	DH193		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Water Deposit Refund		76.46
Inv DH193 Total			76.46
318571 Total:			76.46
<b>DNHUM - Hum, Danny Total:</b>			76.46
<b>CDPS1020 - ICC General Code</b>			
318572	03/06/2024		
Inv	GC0012592		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/29/2024	Municipal Code - Web Update		1,225.50
Inv GC0012592 Total			1,225.50
318572 Total:			1,225.50
<b>CDPS1020 - ICC General Code Total:</b>			1,225.50
<b>JHA307 - John L. Hunter and Associates, Inc.</b>			
318573	03/06/2024		
Inv	SP1FOG12311		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/31/2023	City's 2023-24 Fats, Oils, and Grease Contract (FOG)		576.00
Inv SP1FOG12311 Total			576.00
Inv	SP1FOG12312		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/07/2024	City's 2023-24 Fats, Oils, and Grease Contract (FOG)		352.00
Inv SP1FOG12312 Total			352.00
318573 Total:			928.00
<b>JHA307 - John L. Hunter and Associates, Inc. Total:</b>			928.00
<b>JCTGJJ - Juice to Go, LLC - Jamba Juice 175</b>			
318574	03/06/2024		
Inv	JJ378		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	Water Deposit Refund		200.00



Check Number	Check Date	Amount
Inv JJ378 Total		200.00
318574 Total:		200.00
<b>JCTGJJ - Juice to Go, LLC - Jamba Juice 175 Total:</b>		200.00
<b>KOAC6010 - KOA Corp., a Lochner Company</b>		
318575	03/06/2024	
Inv JC1i001-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/13/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	4,883.50
Inv JC1i001-11 Total		4,883.50
Inv JC1i001-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	9,640.71
Inv JC1i001-12 Total		9,640.71
Inv JC1i001-13		
<u>Line Item Date</u>	<u>Line Item Description</u>	
09/08/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	3,954.00
Inv JC1i001-13 Total		3,954.00
Inv JC1i001-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/17/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	9,098.00
Inv JC1i001-14 Total		9,098.00
Inv JC1i001-15		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/16/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	19,180.31
Inv JC1i001-15 Total		19,180.31
Inv JC1i001-16		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	11,164.88
Inv JC1i001-16 Total		11,164.88
Inv JC1i001-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/17/2024	North-South Corridor TSDepPrjNo.2020-02_FedPrjNo.RABA01-507(024)	11,690.56
Inv JC1i001-17 Total		11,690.56

Check Number	Check Date	Amount
318575 Total:		69,611.96
<b>KOAC6010 - KOA Corp., a Lochner Company Total:</b>		69,611.96
<b>CUR7778 - L.N. Curtis &amp; Sons</b>		
318576	03/06/2024	
Inv	INV787099	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/29/2024	Fire - Safety Firefighting Gear, PPE	1,475.78
Inv INV787099 Total		1,475.78
318576 Total:		1,475.78
<b>CUR7778 - L.N. Curtis &amp; Sons Total:</b>		1,475.78
<b>LDCR6410 - LandCare USA LLC</b>		
0	03/06/2024	
Inv	633879	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2023	Citywide Monthly Landscape Services- May 2023	1,250.00
05/31/2024	Citywide Monthly Landscape Services- May 2023	35,383.00
Inv 633879 Total		36,633.00
Inv	640221	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/2024	Citywide Monthly Landscape Services- June 2023	1,250.00
06/30/2023	Citywide Monthly Landscape Services- June 2023	35,383.00
Inv 640221 Total		36,633.00
0 Total:		73,266.00
<b>LDCR6410 - LandCare USA LLC Total:</b>		73,266.00
<b>MKLG5010 - Larkin, Mike</b>		
318577	03/06/2024	
Inv	12/28/23	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/28/2023	Paramedic Renewal Recertification	250.00
Inv 12/28/23 Total		250.00
318577 Total:		250.00

Check Number	Check Date		Amount
<b>MKLLK5010 - Larkin, Mike Total:</b>			250.00
<b>LEOWEB - Leo Web Protect Inc.</b>			
318578	03/06/2024		
Inv	80217897819		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/10/2024	Web privacy services (2x)		166.66
Inv 80217897819 Total			166.66
318578 Total:			166.66
<b>LEOWEB - Leo Web Protect Inc. Total:</b>			166.66
<b>LIFE822 - Life-Assist Inc.</b>			
318579	03/06/2024		
Inv	1404676		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/07/2024	Annual Fire Medical Supplies - FY 2023-2024.		2,245.93
Inv 1404676 Total			2,245.93
318579 Total:			2,245.93
<b>LIFE822 - Life-Assist Inc. Total:</b>			2,245.93
<b>LOTARDNT - Lotus Telecommunications, LLC</b>			
0	03/06/2024		
Inv	LTC24-0015		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/09/2024	Fire Station Cabling - 2 Drops		2,105.00
Inv LTC24-0015 Total			2,105.00
0 Total:			2,105.00
<b>LOTARDNT - Lotus Telecommunications, LLC Total:</b>			2,105.00
<b>KVMC6710 - Machado, Kelvin</b>			
318580	03/06/2024		
Inv	2/2/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/02/2024	PW Staff Mileage Claim		22.38
Inv 2/2/2024 Total			22.38

Check Number	Check Date		Amount
Inv	2/5/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/05/2024	PW Staff Mileage Claim - @ 6PM		22.38
02/05/2024	PW Staff Mileage Claim - @ 1:15PM		22.38
Inv 2/5/2024 Total			44.76
318580 Total:			67.14
<b>KVMC6710 - Machado, Kelvin Total:</b>			67.14
<b>MAN5011 - Manhattan Stitching Co</b>			
318581	03/06/2024		
Inv	99616		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/15/2024	Staff Uniforms		140.00
02/15/2024	Staff Uniforms		326.73
02/15/2024	Staff Uniforms		200.00
02/15/2024	Staff Uniforms		326.73
Inv 99616 Total			993.46
318581 Total:			993.46
<b>MAN5011 - Manhattan Stitching Co Total:</b>			993.46
<b>SCML5010 - McLellan, Scott</b>			
318582	03/06/2024		
Inv	10142		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/27/2023	Reimbursement for Company Officer Course		450.00
Inv 10142 Total			450.00
318582 Total:			450.00
<b>SCML5010 - McLellan, Scott Total:</b>			450.00
<b>MIGINC - Moore Lacofano Goltsman, Inc.</b>			
0	03/06/2024		
Inv	0083342		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/23/2023	Zoning Code & Zoning Map Updates		2,675.00
Inv 0083342 Total			2,675.00
Inv	0084925		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
02/16/2024	Zoning Code & Zoning Map Updates	4,885.00
Inv 0084925 Total		4,885.00
0 Total:		7,560.00
<b>MIGINC - Moore Lacofano Goltsman, Inc. Total:</b>		7,560.00
<b>MSWCLTN - MSW Consultants, Inc.</b>		
318583	03/06/2024	
Inv 763		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/09/2023	Professional Refuse and Waste Consulting Services.	6,911.25
Inv 763 Total		6,911.25
318583 Total:		6,911.25
<b>MSWCLTN - MSW Consultants, Inc. Total:</b>		6,911.25
<b>MVCH3011 - MV Cheng &amp; Associates Inc.</b>		
318584	03/06/2024	
Inv 1/31/2024E		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/2024	Public Works Project Management Assistance	435.00
Inv 1/31/2024E Total		435.00
318584 Total:		435.00
<b>MVCH3011 - MV Cheng &amp; Associates Inc. Total:</b>		435.00
<b>IICC8025 - Occupational Health Centers of California</b>		
318585	03/06/2024	
Inv 82024994		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/12/2024	DOT Physical	127.00
Inv 82024994 Total		127.00
318585 Total:		127.00
<b>IICC8025 - Occupational Health Centers of California Total:</b>		127.00
<b>OLNP8010 - Outlook Newspapers Group</b>		
318586	03/06/2024	

Check Number	Check Date		Amount
Inv	79125		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/01/2023	Public Notices		1,416.00
Inv 79125 Total			1,416.00
Inv	79381		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/31/2023	Public Notices		240.00
Inv 79381 Total			240.00
318586 Total:			1,656.00
<b>OLNP8010 - Outlook Newspapers Group Total:</b>			1,656.00
<b>PMHE6116 - Pape Material Handling Exchange</b>			
0	03/06/2024		
Inv	63065869		
<u>Line Item Date</u>	<u>Line Item Description</u>		
10/29/2023	Quarterly Maintenance for Service Yard Forklift		3,504.12
10/29/2023	Quarterly Maintenance for Service Yard Forklift		563.75
Inv 63065869 Total			4,067.87
0 Total:			4,067.87
<b>PMHE6116 - Pape Material Handling Exchange Total:</b>			4,067.87
<b>PRKWOD - Parkwood Landscape Maintenance, Inc.</b>			
318587	03/06/2024		
Inv	106719		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/31/2024	January 2024 Citywide Landscape Services		1,700.00
01/31/2024	January 2024 Citywide Landscape Services		1,250.00
01/31/2024	January 2024 Citywide Landscape Services		43,512.38
01/31/2024	January 2024 Citywide Landscape Services		5,431.84
Inv 106719 Total			51,894.22
318587 Total:			51,894.22
<b>PRKWOD - Parkwood Landscape Maintenance, Inc. Total:</b>			51,894.22
<b>PWP4465 - Pasadena Water &amp; Power</b>			
318588	03/06/2024		
Inv	12/14/23-1/11/2		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
01/12/2024	Water purchased from City of Pasadena January 2024	2,603.53
Inv 12/14/23-1/11/24	Total	2,603.53
318588 Total:		2,603.53
<b>PWP4465 - Pasadena Water &amp; Power Total:</b>		2,603.53
<b>CRPC7000 - Pech, Carlos</b>		
318589	03/06/2024	
Inv	02/04-02/09/24	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Vehicle Theft Investigation Training Reimbursement Det. Pech	270.69
02/14/2024	Vehicle Theft Investigation Training Reimbursement Det. Pech	972.83
Inv 02/04-02/09/24	Total	1,243.52
318589 Total:		1,243.52
<b>CRPC7000 - Pech, Carlos Total:</b>		1,243.52
<b>PHOE4610 - Phoenix Group Information Systems</b>		
318590	03/06/2024	
Inv	122023184	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/20/2024	Parking citation web-based software - December 2023	4,083.01
Inv 122023184	Total	4,083.01
318590 Total:		4,083.01
<b>PHOE4610 - Phoenix Group Information Systems Total:</b>		4,083.01
<b>PNCR8025 - Phoenix Motorcars, LLC</b>		
318591	03/06/2024	
Inv	S2214	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/12/2024	New inverter for vehicle 80	3,806.64
Inv S2214	Total	3,806.64
318591 Total:		3,806.64
<b>PNCR8025 - Phoenix Motorcars, LLC Total:</b>		3,806.64
<b>POS5265 - Post Alarm Systems</b>		

Check Number	Check Date		Amount
0	03/06/2024		
Inv	1663874		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/05/2024	Alarm Services for War Memorial Bldg.		59.76
02/05/2024	Alarm Services for War Memorial Bldg.		59.76
Inv 1663874 Total			119.52
0 Total:			119.52
<b>POS5265 - Post Alarm Systems Total:</b>			119.52
<b>PGXI4011 - Prime Graphix Inc.</b>			
318592	03/06/2024		
Inv	4440		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/01/2024	36" Badge Logo Print and Cut, 30" Badge Logo Print and Cut		197.10
Inv 4440 Total			197.10
318592 Total:			197.10
<b>PGXI4011 - Prime Graphix Inc. Total:</b>			197.10
<b>CSAC2012 - Public Risk, Innovation, Solutions, and Management</b>			
0	03/06/2024		
Inv	24400903		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/03/2024	Employee Assistance Program - January-March 2024		2,253.48
Inv 24400903 Total			2,253.48
0 Total:			2,253.48
<b>CSAC2012 - Public Risk, Innovation, Solutions, and Management Total:</b>			2,253.48
<b>RMSE2925 - Randall B. Montgomery Stone Engraving</b>			
318593	03/06/2024		
Inv	8309		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	On-Site engraving at Children's Healing Garden for BP.		350.00
Inv 8309 Total			350.00
318593 Total:			350.00



Check Number	Check Date		Amount
<b>RMSE2925 - Randall B. Montgomery Stone Engraving Total:</b>			350.00
<b>ROWI2011 - Right of Way Inc.</b>			
318594	03/06/2024		
Inv	68153		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	K Rail rental on Mission St (between Fair Oaks Ave & Meridian)		1,382.00
Inv 68153 Total			1,382.00
318594 Total:			1,382.00
<b>ROWI2011 - Right of Way Inc. Total:</b>			1,382.00
<b>ACTM3010 - Robert Half International, Inc.</b>			
0	03/06/2024		
Inv	0218228C		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/08/2024	Professional Services -Temporary Staffing - January 2024		5,423.36
Inv 0218228C Total			5,423.36
0 Total:			5,423.36
<b>ACTM3010 - Robert Half International, Inc. Total:</b>			5,423.36
<b>TIMR6116 - Rodriguez, Tim</b>			
318595	03/06/2024		
Inv	2024 Boots_TRod		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/14/2024	Boot Reimbursement for PW Staff		141.53
Inv 2024 Boots_TRod Total			141.53
318595 Total:			141.53
<b>TIMR6116 - Rodriguez, Tim Total:</b>			141.53
<b>SGVMC111 - San Gabriel Valley Medical Center</b>			
318596	03/06/2024		
Inv	918605		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/07/2024	Blood alcohol withdrawals for Medical Record #918605		48.00
Inv 918605 Total			48.00

Check Number	Check Date	Amount
318596 Total:		48.00
<b>SGVMC111 - San Gabriel Valley Medical Center Total:</b>		48.00
<b>MICH4011 - Sanchez, Michael</b>		
318597	03/06/2024	
Inv	02/08/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Bicycle/E-Bike Dynamics Training Reimbursement Cpl. Sanchez	75.63
Inv 02/08/2024 Total		75.63
Inv	05958	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	CA Assoc. Of Accident Reconstruction Specialist for Cpl. Sanchez	105.00
Inv 05958 Total		105.00
318597 Total:		180.63
<b>MICH4011 - Sanchez, Michael Total:</b>		180.63
<b>THES8267 - Siegel, Theodore</b>		
318598	03/06/2024	
Inv	3112024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Presentation & screening for March-Mildred Pierce	150.00
Inv 3112024 Total		150.00
318598 Total:		150.00
<b>THES8267 - Siegel, Theodore Total:</b>		150.00
<b>MHSM4011 - Smith, Michael</b>		
318599	03/06/2024	
Inv	01/28/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Mentorship/Recruitment Lunch Reimbursement for OFCR Smith	31.98
Inv 01/28/2024 Total		31.98
318599 Total:		31.98
<b>MHSM4011 - Smith, Michael Total:</b>		31.98

**SCMM6116 - SoCal Mobile Maintenance**

318600            03/06/2024

Inv    21333

<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	CNG Tank Inspection	300.00
01/31/2024	CNG Tank Inspection	300.00
01/31/2024	CNG Tank Inspection	600.00
01/31/2024	CNG Tank Inspection	900.00

Inv 21333 Total 2,100.00

318600 Total: 2,100.00

**SCMM6116 - SoCal Mobile Maintenance Total:** 2,100.00

**SOGA6501 - SoCalGAS**

318601            03/06/2024

Inv    1/1/24-2/1/24

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	CNG for City Vehicles (PW and Transit)	59.21
02/07/2024	CNG for City Vehicles (PW and Transit)	59.23
02/07/2024	CNG for City Vehicles (PW and Transit)	59.23
02/07/2024	CNG for City Vehicles (PW and Transit)	59.21
02/07/2024	CNG for City Vehicles (PW and Transit)	59.21

Inv 1/1/24-2/1/24 Total 296.09

318601 Total: 296.09

**SOGA6501 - SoCalGAS Total:** 296.09

**CHA3010 - SPCC Corporation**

0                    03/06/2024

Inv    9134

<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	Business Improvement Tax Allocation - Payment # 3	22,600.00

Inv 9134 Total 22,600.00

0 Total: 22,600.00

**CHA3010 - SPCC Corporation Total:** 22,600.00

**SPEC5011 - Spectrum Gas Products**

318602            03/06/2024

Inv    00852312

<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Oxygen Medical Supplies	54.00

Check Number	Check Date	Amount
Inv 00852312 Total		54.00
318602 Total:		54.00
<b>SPEC5011 - Spectrum Gas Products Total:</b>		54.00
<b>SPBK - Springbrook Holding Company, LLC</b>		
0	03/06/2024	
Inv INV-016059		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Civic Pay Jan 2024	157.00
Inv INV-016059 Total		157.00
0 Total:		157.00
<b>SPBK - Springbrook Holding Company, LLC Total:</b>		157.00
<b>SGMC2013 - St. George's Medical Clinic</b>		
0	03/06/2024	
Inv 145592		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/18/2023	Pre-employment and Physical Exams - December 2023	120.00
Inv 145592 Total		120.00
Inv 145721		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/29/2023	Pre-employment and Physical Exams - December 2023	650.00
Inv 145721 Total		650.00
0 Total:		770.00
<b>SGMC2013 - St. George's Medical Clinic Total:</b>		770.00
<b>STA5219 - Staples Business Advantage</b>		
0	03/06/2024	
Inv 3359028101		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/03/2024	PD Office Supplies	127.64
Inv 3359028101 Total		127.64
Inv 3556306849		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date		Amount
	02/01/2024	Senior center office supplies	182.79
	Inv 3556306849	Total	182.79
	Inv 3556699093		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/09/2024	Community Development Supplies	524.93
	Inv 3556699093	Total	524.93
	Inv 3557222477		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/09/2024	Community Development Supplies	12.56
	Inv 3557222477	Total	12.56
	Inv 3557858153		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/25/2024	laminated pouches, batteries, notepads	53.61
	Inv 3557858153	Total	53.61
	Inv 3558023359		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/26/2024	cardstock	24.43
	Inv 3558023359	Total	24.43
	Inv 3558023360		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/24/2024	Engineering Supplies	10.02
	Inv 3558023360	Total	10.02
	Inv 3558434331		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/31/2024	Fire - Office Supplies	74.22
	Inv 3558434331	Total	74.22
	Inv 3558582190		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/01/2024	DAR cleaning supplies	69.29
	Inv 3558582190	Total	69.29
	Inv 3558582191		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/01/2024	DAR cleaning supplies	18.62
	Inv 3558582191	Total	18.62

Check Number	Check Date	Amount
Inv	3558655212	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/26/2024	color paper	30.86
Inv 3558655212 Total		30.86
Inv	3558655213	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	PD Office Supplies	23.69
Inv 3558655213 Total		23.69
Inv	3558655214	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/02/2024	PD Office Supplies	273.17
Inv 3558655214 Total		273.17
Inv	3558730421	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/25/2024	masks	187.31
Inv 3558730421 Total		187.31
Inv	3559184939	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	Engineering Supplies	228.78
Inv 3559184939 Total		228.78
Inv	3559247693	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	letter openers, shoulder rests, tape dispenser	128.08
Inv 3559247693 Total		128.08
Inv	3559247694	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/2024	Office Supplies for Department	210.50
Inv 3559247694 Total		210.50
Inv	3559316311	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/2024	Office Supplies for Department	339.31
Inv 3559316311 Total		339.31
Inv	3559478437	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/10/2024	PD Office Supplies	15.68

Check Number	Check Date	Amount
Inv 3559478437 Total		15.68
Inv 3559554216		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/13/2024	PD Office Supplies	23.74
Inv 3559554216 Total		23.74
Inv 3559554217		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/13/2024	PD Office Supplies	113.01
Inv 3559554217 Total		113.01
Inv 3559617763		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	PD Office Supplies	23.38
Inv 3559617763 Total		23.38
0 Total:		2,695.62
<b>STA5219 - Staples Business Advantage Total:</b>		2,695.62
<b>STSM1020 - Studio Spectrum, Inc.</b>		
0	03/06/2024	
Inv 192701		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	Video Production and Streaming Services - for January 2024	3,500.00
Inv 192701 Total		3,500.00
0 Total:		3,500.00
<b>STSM1020 - Studio Spectrum, Inc. Total:</b>		3,500.00
<b>SUN8556 - Sun Badge Company</b>		
318603	03/06/2024	
Inv 418511		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/23/2024	Fire Department Badge	248.59
Inv 418511 Total		248.59
318603 Total:		248.59

Check Number	Check Date	Amount
<b>SUN8556 - Sun Badge Company Total:</b>		248.59
<b>SCRR4010 - Superior Court of California, County of LA</b>		
318604	03/06/2024	
Inv	December 2023	
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/16/2024	Citations processed for the month of December 2023	1,965.00
Inv December 2023 Total		1,965.00
318604 Total:		1,965.00
<b>SCRR4010 - Superior Court of California, County of LA Total:</b>		1,965.00
<b>HODE8011 - The Home Depot Pro (Formerly Supply Works)</b>		
318605	03/06/2024	
Inv	789050028	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/09/2024	Foam hand sanitizer	432.22
Inv 789050028 Total		432.22
318605 Total:		432.22
<b>HODE8011 - The Home Depot Pro (Formerly Supply Works) Total:</b>		432.22
<b>LART4011 - The Regional Training Center</b>		
318606	03/06/2024	
Inv	2326	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/14/2024	UAS Operators Course for Sgt. Dubois	1,860.00
Inv 2326 Total		1,860.00
318606 Total:		1,860.00
<b>LART4011 - The Regional Training Center Total:</b>		1,860.00
<b>TRA5998 - Transtech Engineers, Inc.</b>		
318607	03/06/2024	
Inv	20241432	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/31/2023	Building & Safety Staff Services - December 2023	26,401.00
Inv 20241432 Total		26,401.00



Check Number	Check Date		Amount
Inv	20241433		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/31/2023	Plan Check Services - December 2023		23,749.16
Inv 20241433 Total			23,749.16
318607 Total:			50,150.16
<b>TRA5998 - Transtech Engineers, Inc. Total:</b>			50,150.16
<b>ULFRINC - Ultimate Fortune Inc.</b>			
318608	03/06/2024		
Inv	21476		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/02/2024	Electrification Project Banner		264.60
Inv 21476 Total			264.60
318608 Total:			264.60
<b>ULFRINC - Ultimate Fortune Inc. Total:</b>			264.60
<b>UQMS8010 - Unique Management Services, Inc.</b>			
0	03/06/2024		
Inv	6122224		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/01/2024	Library Agency Recovery Services - FY2023-2024		279.60
Inv 6122224 Total			279.60
0 Total:			279.60
<b>UQMS8010 - Unique Management Services, Inc. Total:</b>			279.60
<b>UPP7789 - Upper San Gabriel Valley MWD</b>			
318609	03/06/2024		
Inv	SoPas-2.12.2024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	Co-funding for MWD water conservation rebates January 2024		4,302.04
Inv SoPas-2.12.2024 Total			4,302.04
318609 Total:			4,302.04
<b>UPP7789 - Upper San Gabriel Valley MWD Total:</b>			4,302.04

Check Number	Check Date		Amount
<b>LUVA8110 - Vazquez, Luis</b>			
318610	03/06/2024		
Inv	2/12/24		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/12/2024	Reimbursement - Paramedic Refresher Course		345.00
Inv 2/12/24 Total			345.00
318610 Total:			345.00
<b>LUVA8110 - Vazquez, Luis Total:</b>			345.00
<b>TLC2155 - VCA TLC Pasadena Veterinary Specilaty &amp; Emergency</b>			
318611	03/06/2024		
Inv	5418627092		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/26/2024	Medical services for K9		2,653.33
Inv 5418627092 Total			2,653.33
318611 Total:			2,653.33
<b>TLC2155 - VCA TLC Pasadena Veterinary Specilaty &amp; Emergency Total:</b>			2,653.33
<b>VTIN4010 - VenTek International</b>			
318612	03/06/2024		
Inv	142149		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/15/2024	Annual Fee's for Parking Machine at MMV Parking Structure		1,815.00
Inv 142149 Total			1,815.00
318612 Total:			1,815.00
<b>VTIN4010 - VenTek International Total:</b>			1,815.00
<b>VERW6711 - Verizon Wireless</b>			
318613	03/06/2024		
Inv	9955581208		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/01/2024	AN 542443342-00001 Serv 01/02/2024 - 02/01/2024		52.34
Inv 9955581208 Total			52.34
Inv	9955599118		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/01/2024	AN 642443919-00001 Serv 01/02/2024 - 02/01/2024		2,047.54

Check Number	Check Date	Amount
Inv 9955599118 Total		2,047.54
		<hr/>
318613 Total:		2,099.88
		<hr/>
<b>VERW6711 - Verizon Wireless Total:</b>		2,099.88
<b>WCTP4011 - WCT Products Inc.</b>		
318614	03/06/2024	
Inv W16087		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	New connection leads to replace damaged connection leads	476.58
Inv W16087 Total		476.58
		<hr/>
318614 Total:		476.58
		<hr/>
<b>WCTP4011 - WCT Products Inc. Total:</b>		476.58
<b>WES4152 - West Coast Arborists, Inc.</b>		
0	03/06/2024	
Inv 210672		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Citywide Urban Forestry Services - Arborist Services	2,040.00
Inv 210672 Total		2,040.00
Inv 210676		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Urban Forestry Services - Grid Pruning and Emergency Response	13,365.00
01/31/2024	Urban Forestry Services - Grid Pruning and Emergency Response	2,880.00
Inv 210676 Total		16,245.00
		<hr/>
0 Total:		18,285.00
		<hr/>
<b>WES4152 - West Coast Arborists, Inc. Total:</b>		18,285.00
<b>WLHD8020 - Westlake Hardware</b>		
0	03/06/2024	
Inv 14304294		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/11/2023	Fire - Building Maintenance	178.48
Inv 14304294 Total		178.48
Inv 14304295		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount	
	12/11/2023	Fire - Building Maintenance	55.11
	Inv 14304295 Total		55.11
	Inv 14304296		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/11/2023	Stock Item (Concrete Mix)	345.13
	Inv 14304296 Total		345.13
	Inv 14304299		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/12/2023	Material for City Hall, Monterey, and Safety Tools	385.04
	Inv 14304299 Total		385.04
	Inv 14304300		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/12/2023	Small Tools	50.70
	Inv 14304300 Total		50.70
	Inv 14304301		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/12/2023	Stock Item (Concrete Mix)	345.13
	Inv 14304301 Total		345.13
	Inv 14304302		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/12/2023	Batteries for Irrigation	45.15
	Inv 14304302 Total		45.15
	Inv 14304303		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/12/2023	Stock Items	242.49
	Inv 14304303 Total		242.49
	Inv 14304309		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/13/2023	Street Trees	72.74
	12/13/2023	Street Trees	44.07
	12/13/2023	Median Strips	24.65
	Inv 14304309 Total		141.46
	Inv 14304311		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/13/2023	City Hall and Truck Stock	134.62

Check Number	Check Date	Amount
Inv 14304311 Total		134.62
Inv 14304312		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/14/2023	Screws and Fasteners for new median ped/cabinet	44.52
Inv 14304312 Total		44.52
Inv 14304315		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/14/2023	Water Distribution Supplies	198.42
Inv 14304315 Total		198.42
Inv 14304321		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	Lights at City Hall/ PD, Tools for Truck	358.25
Inv 14304321 Total		358.25
Inv 14304322		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	Light bulbs for City Hall	65.03
12/19/2023	Small Tools	41.88
Inv 14304322 Total		106.91
Inv 14304326		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	Street Division Products	117.92
Inv 14304326 Total		117.92
Inv 14304327		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	Paint for Council Chambers	96.58
Inv 14304327 Total		96.58
Inv 14304328		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2023	Winter/ Night work supplies for Water Distribution	1,687.53
Inv 14304328 Total		1,687.53
Inv 14304330		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/20/2023	City Council Chambers Restroom Sink	26.44
Inv 14304330 Total		26.44

Check Number	Check Date	Amount
Inv 14304331		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/20/2023	Material for Senior Center and Truck	187.40
Inv 14304331 Total		187.40
Inv 14304332		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/20/2023	Small Tools for Street Trees	759.52
Inv 14304332 Total		759.52
Inv 14304335		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/21/2023	HR Key copies and City Hall Restroom Door Handle	61.67
Inv 14304335 Total		61.67
Inv 14304348		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/02/2024	Air Filters for Orange Grove	65.01
Inv 14304348 Total		65.01
Inv 14304350		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/03/2024	Spray cans for graffiti removal, tool pouches, keys,	203.31
Inv 14304350 Total		203.31
Inv 14304351		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/03/2024	Air Filters for Orange Grove	251.59
Inv 14304351 Total		251.59
Inv 14304360		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/04/2024	Material for Library and Stock Items for Truck #635	432.05
Inv 14304360 Total		432.05
Inv 14304361		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/04/2024	Return of Spray Cans + Purchase of graffiti brushes and paint	40.42
Inv 14304361 Total		40.42
Inv 14304362		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/04/2024	Exchange of chain for Chainsaw	-15.44

Check Number	Check Date	Amount
Inv 14304362 Total		-15.44
0 Total:		6,545.41
<b>WLHD8020 - Westlake Hardware Total:</b>		6,545.41
<b>WIT6353 - Wittman Enterprises LLC</b>		
318615	03/06/2024	
Inv 2401059		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/12/2024	Paramedic Billing Services - December & January	13,930.52
Inv 2401059 Total		13,930.52
318615 Total:		13,930.52
<b>WIT6353 - Wittman Enterprises LLC Total:</b>		13,930.52
<b>GRA1244 - Woods Maintenance Services, Inc.</b>		
318616	03/06/2024	
Inv SPAS0124		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2024	City-wide Graffiti Removal, January 2024	1,767.00
Inv SPAS0124 Total		1,767.00
318616 Total:		1,767.00
<b>GRA1244 - Woods Maintenance Services, Inc. Total:</b>		1,767.00
<b>ALZHNG - Zhang, Alan</b>		
318617	03/06/2024	
Inv AZ967		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/31/2024	Water Deposit Refund	83.52
Inv AZ967 Total		83.52
318617 Total:		83.52
<b>ALZHNG - Zhang, Alan Total:</b>		83.52
<b>ZOLL8021 - Zoll Medical Corporation</b>		
0	03/06/2024	

Check Number	Check Date	Amount
Inv	3909872	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/07/2024	Fire - Autopulse LI-ION Battery	2,173.87
Inv 3909872 Total		2,173.87
Inv	3910548	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/08/2024	Fire - Pedi-Padz Electrode	524.35
Inv 3910548 Total		524.35
0 Total:		2,698.22
<b>ZOLL8021 - Zoll Medical Corporation Total:</b>		2,698.22
Total:		672,205.46



# **ATTACHMENT 4**

## **Online Payments**

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City of  
**SOUTH PASADENA**

Online Payment Log			
Date	Vendor	Amount	Description
2/15/2024	So Cal Edison	\$35,010.61	Online Payment for City Owned Electric Accounts.

**Total:** **\$35,010.61**

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**ATTACHMENT 5**  
**Payroll Summary**

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# Payroll

## Payroll Summary Report



**Payroll Date:** 2/16/2024 Regular

Checks	\$	277.05
Direct Deposits	\$	531,665.43
IRS Payments	\$	98,448.90
EDD - State of CA	\$	29,028.36
PERS Pension	\$	133,032.49
Deferred Comp	\$	27,792.36
PERS Health	\$	-
<b>Subtotal:</b>	<b>\$</b>	<b>820,244.59</b>

**Payroll Date:** 2/17/2024 Off-Cycle

Checks	\$	-
Direct Deposits	\$	209.15
IRS Payments	\$	6.74
EDD - State of CA	\$	-
PERS Pension	\$	-
Deferred Comp	\$	-
PERS Health	\$	-
<b>Subtotal:</b>	<b>\$</b>	<b>215.89</b>

**Grand Total:** \$ **820,460.48**

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# City Council Agenda Report

ITEM NO. 12.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** Sheila Pautsch, Community Services Director

**SUBJECT:** **Approval of a Discretionary Funds Request from Mayor Pro Tem Jack Donovan in the Amount of \$2,000 for the Fourth of July / Festival of Balloons Event**

## Recommendation

It is recommended that the City Council:

1. Find that the requested allocation of Discretionary Funds to support the Fourth of July / Festival of Balloons Event is consistent with the findings required pursuant to the Guidelines for the Application of City Council Discretionary Budget Accounts adopted by Resolution No. 7174; and
2. Approve the requested allocation totaling \$2,000 by Mayor Pro Tem Jack Donovan to support the Fourth of July / Festival of Balloons Event.

## Executive Summary

This report is for approval of Mayor Pro Tem Jack Donovan's discretionary funds to support the Fourth of July / Festival of Balloons Event.

## Background

In September 2004, the City Council approved the creation of discretionary spending budgets that allow each Councilmember the opportunity to fund projects or purchases that might not otherwise be funded in the approved budget. Discretionary funds must be used for a public purpose benefiting the City. On August 17, 2011, the City Council approved Resolution No. 7174, establishing guidelines for the application of City Council discretionary budget accounts. It requires that use of such funds may be used if findings can be made by the City Council. Resolution No. 7174 states that all funds not expended during the fiscal year shall be carried over to subsequent fiscal years, up to a maximum carryover amount of \$10,000 per Councilmember account. The allocated funds need not be encumbered by a purchase order to be carried over to the following fiscal year per Resolution No. 7174, and this Resolution and the Finance Budget Policies document will be discussed and addressed at the next Finance Commission meeting and brought forward to the City Council for consistency. In Fiscal Year (FY) 2019-20, the Budget included \$20,000 of Discretionary Funds, which amounts to \$4,000 per Councilmember which was a decrease from \$25,000 in prior years.

**Analysis**

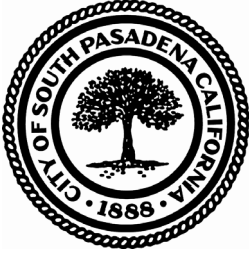
The City Council receives an annual \$4,000 appropriation of discretionary funds and shall make the following specific findings before recommending the use of any funds in a discretionary account for City-related projects or purchases: a) The expenditure has a public purpose benefitting the City; b) The expenditure is free of any conflicts of interest that may arise from the use of City funds; and c) The expenditure is not a gift to any individual, corporation, or municipality, but is only used to benefit the general public of the City. The following table displays the current discretionary fund balances:

		City Councilmembers Discretionary Funds				
		Fiscal Year 2023-24				
		District 1	District 2	District 3	District 4	District 5
		<u>Zneimer</u>	<u>Donovan</u>	<u>Primuth</u>	<u>Cacciotti</u>	<u>Braun</u>
Date		\$4,000	\$4,000	\$4,000	\$4,000	4,000
		<i>\$4,000</i>	<i>\$4,000</i>	<i>\$4,000</i>	<i>\$4,000</i>	<i>\$4,000</i>
Pledged	Description					
2/21/2024	Fourth of July/Festival of Balloons		\$2,000			
		<i>\$0</i>	<i>\$2,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
	<b>Available 03/06/2024</b>	<b>\$4,000</b>	<b>\$2,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>

On February 21, 2024, Mayor Pro Tem Donovan requested approval and received a second from Councilmember Cacciotti to use discretionary funds to assist with the Fourth of July / Festival of Balloons Event for a total of \$2,000. This request supports a public purpose benefitting the City in the promotion of the City before an international audience. There are no known or anticipated conflicts of interest that may arise from the use of City funds, and this request is not a gift but is to benefit the general public of the City.

**Fiscal Impact**

Sufficient funds are available in the FY 2023-24 City Council Discretionary Budget Account 101-1010-1011-8021. While historically, the City Council has carried over funds in the Discretionary Fund line item, at a council meeting on June 16, 2021, City Council discussed a \$4,000 amount for each Councilmember with no carryover from previous councilpersons, but no further direction was given to staff to amend the resolution and no vote was taken on carryover discussion and no further action was taken.



# City Council Agenda Report

ITEM NO. 13.

**DATE:** March 6, 2024  
**FROM:** Evelyn G. Zneimer, Mayor  
**PREPARED BY:** Luis Frausto, Management Services Director  
**SUBJECT:** **Consideration of Approval of Mayor's List of City Council Liaison and Regional Group Appointments**

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## **Recommendation**

It is recommended that the City Council:

1. Approve the Mayor's list of City Council Liaison and Regional Group Appointments to various commissions, boards, and committees; and
2. Adopt a Resolution, superseding Resolution No. 7843, appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena.

## **Executive Summary**

This is a list of appointments made by the Mayor for the City Council Liaison and Regional Group lists. This item specifically appoints Councilmember Primuth to the Clean Power Alliance, and Councilmember Donovan to the Planning Commission.

## **Background**

At the beginning of every Mayoral term, appointments are made to various commissions, boards, committees, and regional groups for the calendar year. The majority of the appointments are recommended by the Mayor for City Council approval; however, several agencies and organizations do require City Council action by resolution. In addition, some appointments are voted for by the regional group and are listed on the Mayor's appointment list for informational purposes only.

## **Analysis**

The Mayor has submitted her list of City Council Liaison and Regional Group Appointments to the City Clerk's Division. This is a routine annual item that requires approval by the City Council.

## **Fiscal Impact**

Expenses for attending regional meetings are budgeted on an annual basis in the City Council budget.

## **Attachments:**

1. List of Proposed City Council Liaison & Regional Group Appointments
2. Resolution

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# **ATTACHMENT**

List of Proposed City Council Liaison & Regional Group Appointments

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**Liaison and Regional Group Appointments**  
**Evelyn G. Zneimer, Mayor**  
**March 6, 2024 to December 2024**

<b>City Commissions, Boards, and Committees</b>	<b>Appointed Liaison</b>
Cultural Heritage Commission	Donovan
Community Services Commission	Donovan
Design Review Board	Cacciotti
Finance Commission	Braun
Fourth of July – Festival of Balloons Committee <i>*Pivoted to staff and volunteers in 2023</i>	No Council Liaison
Mobility and Transportation Infrastructure Commission	Zneimer
Library Board of Trustees	Primuth
Natural Resources and Environmental Commission	Cacciotti
Planning Commission	Donovan
Public Art Commission	Braun
Public Safety Commission	Braun
Public Works Commission	Zneimer
South Pasadena Tournament of Roses Committee	Zneimer
<b>Ad Hoc/Committees and other assignments</b>	<b>Appointed Liaisons</b>
Ad Hoc Committee: SB 381 Implementation Committee & Legislative Fix of SB 381 Sale of CalTrans Properties	Primuth and Braun
Ad Hoc Committee: City Council and South Pasadena Unified School District	Primuth and Donovan
Ad Hoc Committee: Mission-Meridian Village Subcommittee (08/14/2013)	Donovan
Representative: South Pasadena Chamber of Commerce – Legislative	Primuth
Representative: South Pasadena Chamber of Commerce – Economic Development	Braun
Representative: South Pasadena Chamber of Commerce – Chamber Board	City Manager/Deputy City Manager
Ad Hoc Committee: Library (12/20/2023)	Braun and Zneimer
Metro Gold Line Technical Advisory Committee (TAC)	City Manager and <b>David Peña</b>
City Council Sub Committee: Economic Development	Braun and Zneimer
Finance Ad Hoc Committee	Braun and Zneimer

<b>Regional Groups – Appointment by City</b>	<b>Appointed Liaison</b>	<b>Alternate(s)</b>
Arroyo Verdugo Communities Joint Powers Authority Governing Board	Primuth	Cacciotti
California Contract Cities Legislative Committee	Primuth	Donovan

Liaison and Regional Group Appointments

	Foothill Employment and Training Consortium Policy Board	Zneimer	Braun
	Los Angeles County City Selection Committee	Zneimer (always Mayor)	Cacciotti
📄 ★ Δ	Los Angeles County Sanitation Districts, Board of Directors, District 16	Zneimer (always Mayor)	Donovan
	CalCities, Los Angeles Division and Annual Conference	Braun	Primuth
📄 ❖ Δ	Metro Gold Line Phase II Joint Powers Authority (JPA)	Cacciotti	Primuth
📄 ❖	Metro Gold Line Construction Authority	Mendel Thompson, Glendora Mayor	Paul Leon, Ontario Mayor
📄 ❖ Δ	San Gabriel Valley Council of Governments Governing Board	Zneimer	Braun
📄 ❖ Δ	Southern California Association of Governments General Assembly	Cacciotti	Braun
📄 ❖ Δ	San Gabriel Valley Mosquito and Vector Control District	Robert S. Joe (Resident) (expires 12/31/2025)	Donovan
📄 ❖	Clean Power Alliance	Primuth	Diana Mahmud (resident) and Arpy Kasparian (staff)
<b>Regional Groups –Appointment by Regional Group</b>		<b>Appointed Liaison</b>	<b>Alternate(s)</b>
📄 Δ 📄	Arroyo Verdugo Communities Joint Powers Authority Appointed Representative to the Southern California Association of Governments (SCAG) Policy Committee (TC)	Zneimer	Donovan
📄 📄	Santa Monica Mountains Conservancy Advisory Committee	Cacciotti	Zneimer
📄 📄 Δ	South Coast Air Quality Management District San Gabriel Valley Board Member	Cacciotti	TBD
	Metro San Gabriel Valley Service Council	John Harrington, San Gabriel Mayor	N/A

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



**ATTACHMENT**  
Resolution

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**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPOINTING DELEGATES, REPRESENTATIVES, AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY OF SOUTH PASADENA, SUPERSEDING RESOLUTION NO. 7843**

**WHEREAS**, the City Council of the City of South Pasadena (City) at its regular meeting of December 20, 2023, reorganized as follows: Evelyn G. Zneimer, Mayor; Jack Donovan, Mayor Pro Tem; Jon Primuth, Councilmember; Janet Braun, Councilmember; and Michael Cacciotti, Councilmember; and

**WHEREAS**, with the reorganization, the Mayor and the City Council make appointments to various agencies and organizations for the Mayoral term; and

**WHEREAS**, several agencies and organizations require that the City Council formally approve its official delegates, representatives, and alternates to represent the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as Governing Board Representative and alternate member of the **SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS** for the term indicated:

<b>Governing Board Representative</b>	<b>Alternate</b>	<b>Term</b>
Mayor Zneimer	Councilmember Braun	2024

**SECTION 2.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as delegate and alternate member of the **LEAGUE OF CALIFORNIA CITIES, LOS ANGELES DIVISION** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Councilmember Braun	Councilmember Primuth	2024

**SECTION 3.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as board member and alternate board member of the **LOS ANGELES COUNTY SANITATION DISTRICTS BOARD OF DIRECTORS, DISTRICT 16** for the term indicated:

<b>Board Member</b>	<b>Alternate</b>	<b>Term</b>
Mayor Zneimer	Mayor Pro Tem Donovan	2024

**SECTION 4.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as delegate and alternate member of the **METRO GOLD LINE PHASE II JOINT POWERS AUTHORITY BOARD** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Councilmember Cacciotti	Councilmember Primuth	2024

**SECTION 5.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as delegate and alternate member of the **ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Councilmember Primuth	Councilmember Cacciotti	2024

**SECTION 6.** The City Council of the City of South Pasadena does hereby confirm and appoint the following persons as delegate and alternate member of the **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS GENERAL ASSEMBLY** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Councilmember Cacciotti	Councilmember Braun	2024

**SECTION 7.** The City Council of the City of South Pasadena does hereby confirm and appoint the following person as delegate member of the **SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Robert S. Joe (Community Member)	Mayor Pro Tem Donovan	2024

**SECTION 8.** The City Council of the City of South Pasadena does hereby confirm and appoint the following person as delegate member of the **CLEAN POWER ALLIANCE** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Councilmember Primuth	Diana Mahmud (Community Member) and Arpy Kasparian (Staff)	2024

**SECTION 9.** The City Council of the City of South Pasadena does hereby confirm and appoint the following person as delegate member of the **FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM POLICY BOARD** for the term indicated:

<b>Delegate</b>	<b>Alternate</b>	<b>Term</b>
Mayor Zneimer	Councilmember Braun	2024

**SECTION 10.** Pursuant to the appointments made above, the City Council of the City of South Pasadena does hereby adopt the completed Form 806 of the Fair Political Practices Commission, and directs staff to take all other actions necessary to comply with the requirements of any applicable laws and regulations.

**SECTION 11.** The City Council declares that this resolution supersedes Resolution No.7812, which represented the previous appointment of delegates, representatives, and alternates as official representatives of the City of South Pasadena.

**SECTION 12.** The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED** on this 6<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mark Perez, Deputy City Clerk

\_\_\_\_\_  
Roxanne Diaz, City Attorney

**I HEREBY CERTIFY** Resolution No. was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 6<sup>th</sup> day of March, 2024 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Mark Perez, Deputy City Clerk



# City Council Agenda Report

ITEM NO. 14.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** Luis Frausto, Management Services Director  
Tiara Solorzano, Management Assistant

**SUBJECT:** **Consideration of Approval of City Council Meeting Minutes for February 7, 2024 and February 26, 2024**

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## Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on February 7, 2024 and the Special Joint Meeting with the Public Safety Commission on February 26, 2024.

## Executive Summary

Attached for the City Council's consideration and approval are meeting minutes for various dates as listed on the agenda and hereby included as attachments to this staff report.

## Background

The City Clerk's Division is responsible for producing meeting minutes for the City Council meetings. Meeting minutes are used as the official record of the actions taken by the City at the direction of the City Council.

## Key Performance Indicators and Strategic Plan

This item aligns with the Management Services Department's Key Performance Indicator to provide quick access to information and accountability, ensuring public transparency.

## Fiscal Impact

There is no fiscal impact anticipated as Division staff is facilitating the work related to this project.

## Attachments:

1. February 7, 2024, Regular City Council Meeting Minutes
2. February 26, 2024 Special Joint Meeting with the Public Safety Commission

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**ATTACHMENT 1**

February 7, 2024, Regular City Council Meeting Minutes

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**CITY OF SOUTH PASADENA  
CITY COUNCIL - REGULAR MEETING**

**MINUTES**

**WEDNESDAY, FEBRUARY 7, 2024, AT 7:00 P.M.**

**CALL TO ORDER:**

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Zneimer on Wednesday, February 7, 2024, at 7:09 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Mayor	Evelyn G. Zneimer
Mayor Pro Tem	Jack Donovan
Councilmember	Janet Braun
Councilmember	Michael A. Cacciotti

**ABSENT**

Councilmember	Jon Primuth
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**COUNCIL MOTION AND ACTION**

**A motion was made by Mayor Zneimer and seconded by Councilmember Cacciotti to excuse Councilmember Jon Primuth from the February 7, 2024, Regular City Council meeting. The motion carried 4-0-1, by the following vote:**

**AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer

**NOES:** None.

**ABSENT:** Primuth

**ABSTAINED:** None.

Mark Perez, Deputy City Clerk, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Roxanne Diaz, City Attorney; Mark Perez, Deputy City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**PLEDGE OF ALLEGIANCE**

The Flag Salute was led by Mayor Pro Tem Donovan.

**CLOSED SESSION ANNOUNCEMENTS**

**1. CLOSED SESSION ANNOUNCEMENTS**

**A. REAL PROPERTY NEGOTIATIONS**

(Government Code Section 54956.8)

1. Property Addresses:

- a. 216 Fairview Avenue, APN 5317-012-906
- b. 217 Fremont Avenue, APN 5317-012-901
- c. 225 Fremont Avenue, APN 5317-012-902
- d. 1131 Columbia Street, APN 5317-012-900
- e. 1707 Meridian Avenue, APN 5310-031-903
- f. 1008 Hope Street & 1002 Hope Street/726 Meridian Avenue, APN 5315-013-906
- g. 215 Fairview Avenue, APN 5317-007-903
- h. 302 Fairview Avenue, APN 5317-012-903
- i. 529 Prospect Avenue, APN 5317-036-904
- j. 530 Orange Grove Avenue, APN 5317-036-900
- k. 534 Orange Grove Avenue, APN 5317-036-903
- l. 535 Meridian Avenue, APN 5317-036-903
- m. 540 Prospect Avenue, APN 5317-035-901
- n. 901 Bonita Drive, APN 5310-020-903
- o. 885 Oneonta Drive, APN 5310-022-902; 5310-022-901; 5310-022-903
- p. 1037 & 1039 Grevalia Avenue, APN 5315-012-903
- q. 808 Valley View Road, APN 5310-020-901
- r. 822 Valley View Road, APN 5310-020-902

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: State of California, Department of Transportation

Under Negotiation: Price and Terms of Payment

2. Property Address: 1503 and 1507 El Centro, APN 5315-003-903 and APN 5315-003-904

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: Stephen Godwin and Sally Smythe

Under Negotiation: Price and Terms of Payment

**City Attorney Roxanne Diaz stated that no reportable action was taken during closed session.**

**PUBLIC COMMENT**

**2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

In-Person Public Comments:

Bill Ukropina spoke on property for sale.

Josh Betta spoke on the work done on budget.

Sherry Plotkin spoke on Love of Chocolate and Wine event.

Laurie Wheeler spoke on the Winter Arts Craw event.

Sheila Rossi spoke on the policy around commissioner appointments.

Zoom Public Comments:

Anne Bagasao spoke on Request for Proposal released by the City for Rent Stabilization Program.

Ericka Reed commented on supporting the Ordinance relating to Rent Relocation/Eviction.

**PRESENTATION**

**3. PRESENTATION ON THE WATER QUALITY AUTHORITY FROM MAYOR GONZALEZ OF THE CITY OF AZUSA**

City of Azusa Mayor and Water Quality Authority Executive Director Robert Gonzalez, Randy Schoellerman, gave presentation on the Water Quality Authority.

**4. BLACK HISTORY MONTH PROCLAMATION**

Luis Frausto and Mayor Zneimer presented the Black History Month Proclamation.

**5. NHA ADVISORS PRESENTATION**

John Downs and Craig Hill from NHA Advisors gave a presentation on Introduction to 5-Year Forecast.

**CHANGES TO THE AGENDA**

**6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

Item 18 was pulled from this agenda by the Community Services Department.

**CONSENT CALENDAR**

Councilmember Braun requested to pull Item Nos. 12, 13, 15 and 16, for separate discussion with no staff reports needed. A motion was made by Councilmember Cacciotti and seconded by Councilmember Braun to approve Item Nos. 7, 8, 9, 10, 11, 14, and 17 of the consent calendar as presented with the corrections in the additional documents. The motion carried 4-0-1, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer  
**NOES:** None.  
**ABSENT:** Primuth  
**ABSTAINED:** None.

**7. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$38,896.68; GENERAL CITY WARRANTS IN THE AMOUNT OF \$850,750.44; ONLINE PAYMENTS IN THE AMOUNT OF \$35,649.71; TRANSFERS IN THE AMOUNT OF \$148,396.78; PAYROLL IN THE AMOUNT OF \$849,907.48**

Recommendation

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

**A motion was made to approve recommendation on the Consent Calendar.**

**8. ADOPTION OF A RESOLUTION AUTHORIZING THE COUNTY OF LOS ANGELES AGRICULTURE COMMISSIONER TO INSPECT AND ABATE WEEDS, BRUSH AND NATIVE VEGETATION DECLARED TO BE AN EXISTING OR POTENTIAL FIRE HAZARD, AND SCHEDULE A PUBLIC HEARING TO BE HELD ON FEBRUARY 21, 2024 TO HEAR OBJECTIONS OR PROTESTS TO THE VEGETATION MANAGEMENT PROGRAM**

Recommendation

It is recommended that the City Council adopt the resolution authorizing the County of Los Angeles Agriculture Commissioner to inspect and abate weeds, brush and native vegetation declared to be an existing or potential fire hazard, and schedule a Public Hearing to be held on February 21, 2024 to hear objections or protests to the vegetation management program.

**A motion was made to approve recommendation on the Consent Calendar.**

**9. CONSIDER AUTHORIZING THE ACCEPTANCE OF GRANT AWARDS TO THE LIBRARY FROM INTERNET ARCHIVE IN THE AMOUNT OF \$2,100 AND THE CALIFORNIA STATE LIBRARY IN THE AMOUNT OF \$22,470, AND APPROVE BUDGET APPROPRIATIONS IN THE AMOUNT OF \$24,570.**

Recommendation

It is recommended that the City Council:

1. Accept two grants totaling \$24,570:
  - \$2,100 from Internet Archive;
  - \$22,470 from the California State Library; and
2. Appropriate \$24,570 from the General Fund fund balance:
  - \$13,770 to 101-8010-8011-8020 (Special Department Expense);
  - \$5,800 to 101-8010-8011-8170 (Professional Services);
  - \$3,000 to 101-8010-8011-8080 (Books/CDs/DVDs);
  - \$2,000 to 101-8010-8011-8083 (Ebooks); and
3. Authorize the City Manager or designee to execute all necessary documents to accept the Internet Archive and California State Library grants.

**A motion was made to approve recommendation on the Consent Calendar.**

**10. SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329**

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329

Recommendation

It is recommended that the City Council consider the adoption of an ordinance amending Section 2.7 of the South Pasadena Municipal Code to adjust City Council member compensation consistent with Senate Bill 329.

**A motion was made to approve recommendation on the Consent Calendar.**

**11. CONSIDERATION OF THE ADOPTION OF AN ORDINANCE TO INCREASE THE DENSITY IN THE RESIDENTIAL MEDIUM (RM) AND RESIDENTIAL HIGH (RH) ZONES CONSISTENT WITH THE ADOPTED 6<sup>TH</sup> CYCLE HOUSING ELEMENT**

Recommendation

It is recommended that the City Council consider adoption of the Ordinance on second reading as follows:

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA RELATED TO INCREASING DENSITY IN THE RESIDENTIAL MEDIUM AND RESIDENTIAL HIGH ZONING DISTRICTS, IN COMPLIANCE WITH THE UPDATED GENERAL PLAN AND THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT.

**A motion was made to approve recommendation on the Consent Calendar.**

**12. CONSIDERATION OF MODIFICATION OF THE URBAN AREA SECURITY INITIATIVE (UASI) 2021 GRANT AWARD IN THE AMOUNT OF \$44,369 FROM VIRTUAL REALITY TRAINING SIMULATOR TO FLOCK SAFETY, INC. AUTOMATED LICENSE PLATE READER (ALPR) CAMERAS**

Recommendation

It is recommended that the City Council amend the current appropriation of \$44,369 in account 274-4010-4019-8520-000 for Flock Safety, Inc. ALPR cameras instead of virtual reality training simulators.

**Item was pulled for separate discussion by Councilmember Braun.**

Councilmember Braun commented on her support for this item.

Councilmember Cacciotti commented on item.

Lieutenant Shannon Robledo responded to Councilmember comments.

**COUNCIL MOTION AND ACTION**

**A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 12, as presented by staff. The motion carried 4-0-1, by the following vote:**

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**13. CONSIDERATION OF APPOINTMENTS AND REAPPOINTMENTS TO CITY BOARDS, COMMISSIONS, AND COMMITTEES**

Recommendation

It is recommended by Mayor Zneimer that the City Council appoint the following to City Boards, Commissions, and Committees:

1. Minsun Meeker to the Library Board of Trustees to a full-term ending December 31, 2026;

It is recommended by Mayor Zneimer that the City Council re-appoint the following to City Boards, Commissions, and Committees for a full-term ending December 31, 2026:

1. Amitabh Barthakur to the Planning Commission.
2. Annalee A. Andres to the Public Arts Commission.

**Item was pulled for separate discussion by Councilmember Braun.**

Councilmember Braun commented that she served as the liaison to the Library Board and thanked and recognized past Library Board of Trustee member and former President of the



Library Board, Dean Serwin, for his service to the Library Board as well as his contributions to numerous other community organizations and civic issues. Councilmember Cacciotti concurred with Councilmember Braun’s remarks and noted his many hours of service to the community.

**COUNCIL MOTION AND ACTION**

**A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 13, as presented by staff. The motion carried 4-0-1, by the following vote:**

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**14. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR DECEMBER 06, 2023**

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on December 06, 2023.

**A motion was made to approve recommendation on the Consent Calendar.**

**15. CONSIDERATION OF APPROVING AN AGREEMENT WITH PUBLIC SECTOR PERSONNEL CONSULTANTS FOR PHASE II OF THE CITYWIDE CLASSIFICATION AND COMPENSATION STUDY**

Recommendation

It is recommended that the City Council consider:

1. Approving an agreement with Public Sector Personnel Consultants (PSPC) for Phase II of the Citywide Classification and Compensation Study for a total amount not to exceed \$63,000; and
2. Authorize the City Manager to enter into any subsequent amendments, at the discretion of the City Manager, as long as the compensation for this agreement is not increased.

**Item was pulled for separate discussion by Councilmember Braun.**

Director of Management Services Luis Frausto presented on item and addressed comments made by the City Council.

Councilmember Braun and Mayor Zneimer made suggestions on what they would like to see from the study.

Councilmember Cacciotti also commented on employee retention.

**COUNCIL MOTION AND ACTION**

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 15, as presented by staff. The motion carried 4-0-1, by the following vote:

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**16. CONSIDERATION OF APPROVAL OF THE SECOND AMENDMENT TO THE AGREEMENT WITH ACORN TECHNOLOGY SERVICES FOR INFORMATION TECHNOLOGY SUPPORT SERVICES FOR ADDITIONAL SERVICES AT A COST OF \$354,400, FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$661,208**

Recommendation

It is recommended that the City Council approve the Second Amendment to the Agreement with Acorn Technology in an amount of \$354,400 for implementation of the City’s network upgrade initiatives, and for a new total not-to-exceed amount of \$661,208.

**Item was pulled for separate discussion by Councilmember Braun.**

In-Person Public Comment:

Josh Betta made comment on implementation of Springbrook software.

Councilmember Braun requested clarification on the item.

Management Services Director Luis Frausto and City Attorney Roxanne Diaz responded to questions from the City Council.

**COUNCIL MOTION AND ACTION**

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 16, as presented by staff. The motion carried 4-0-1, by the following vote:

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**17. CONSIDERATION OF APPROVAL OF MAYOR’S LIST OF CITY COUNCIL LIAISON AND REGIONAL GROUP APPOINTMENTS**

Recommendation

It is recommended that the City Council:

1. Approve the Mayor’s list of City Council Liaison and Regional Group Appointments to various commissions, boards, and committees; and

- 2. Adopt a Resolution, superseding Resolution No. 7812, appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena.
- 3.

A motion was made to approve recommendation on the Consent Calendar.

**18. CONSIDERATION OF A PURCHASE OF TWO 2022 LIGHTNING ELECTRIC TRANSIT EIGHT PASSENGER VANS FOR DIAL-A-RIDE IN THE AMOUNT OF \$393,881 FROM NATIONAL AUTO FLEET GROUP WITH PROPOSITION A LOCAL RETURN FUNDS AND UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM**

Recommendation

It is recommended that the City Council:

- 1. Appropriate \$393,881 from Proposition A Local Return Fund to the Community Services Proposition A Automotive Equipment Account No. 205-8030-8024-8540 to fund the procurement of two 2022 Lightning Electric Transit Eight Passenger Vans;
- 2. Authorize the use of the Sourcewell Cooperative Purchasing Program for the procurement of two 2022 Lightning Electric Transit Eight Passenger Vans from National Auto Fleet Group, pursuant to Section 2.99-19(19) and the City’s Purchasing Policy;
- 3. Award a contract and associated purchase order to National Auto Fleet Group in the amount of \$393,881 for the purchase of two 2022 Lightning Electric Transit Eight Passenger vans; and
- 4. Declare the 2012 CNG MV1 (Vehicle #78 -Vin # 523MF1B65CM101646) as a surplus.

Item was removed from agenda by the Community Services Department.

**ACTION/DISCUSSION**

**19. CONSIDERATION OF RENEGOTIATION OF THE TERMS OF THE FIVE-YEAR AGREEMENT WITH THE SOUTH PASADENA CHAMBER OF COMMERCE FOR THE OPERATION OF THE SOUTH PASADENA FARMERS’ MARKET**

Recommendation

It is recommended that the City Council review and consider a request of the South Pasadena Chamber of Commerce (Chamber) to renegotiate financial terms related to gross revenue percentages paid to the City by the Farmers’ Market, and provide direction to staff.

Deputy City Manager Domenica Megerdichian and CEO of the South Pasadena Chamber of Commerce Laurie Wheeler, presented on item.

Staff responded to questions and concerns from City Councilmembers.

In-Person Public Comment:

Laurie Wheeler spoke on Farmers’ Market and the Chambers operational changes, such as the restroom situation.

**COUNCIL MOTION AND ACTION**

**Mayor Zneimer recommends bringing item back to City Council with greater financial analysis inclusive of Chamber deliverables.**

**Staff responded that it would bring back more information to the City Council.**

**After extensive discussion, a motion was made by Councilmember Cacciotti and seconded by Councilmember Donovan to continue the item. . The motion carried 4-0-1, by the following vote:**

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**20. PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR ENDING JUNE 30, 2023**

Recommendation

Staff recommends that the City Council receive and file the annual audit reports for the year ended June 30, 2023.

Finance Director John Downs and Auditor Terry Shay, presented Year End Results and Annual Comprehensive Report for Fiscal Year 2022-2023. Finance Director Downs invited Finance Commission Vice-Chair Sheila Rossi to comment on the item.

Department heads presented accomplishments of the year pertaining to their department.

Staff responded to questions and concerns from the City Council.

In-Person Public Comments:

Josh Betta commented on the budget.

**COUNCIL MOTION AND ACTION**

**After extensive discussion, a motion was made by Councilmember Cacciotti and seconded by Councilmember Braun to receive and file the item. The motion carried 4-0-1, by the following vote:**

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**21. CONSIDERATION OF ENTERING INTO AND APPROVING THE EXECUTION OF SIX PURCHASE AND SALE AGREEMENTS WITH THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF SIX UNOCCUPIED HISTORIC PROPERTIES (1131 COLUMBIA STREET, 216 FAIRVIEW AVENUE, 217**

**FREMONT AVENUE, 225 FREMONT AVENUE, 10021 1008 HOPE STREET AND 726 MERIDIAN AVENUE AND 1707 MERIDIAN AVENUE)**

Recommendation

It is recommended that the City Council consider entering into and approving the execution of six purchase and sale agreements with the State of California, Department of Transportation for the purchase of six unoccupied historic properties in the form negotiated and finalized by the City Attorney and the City Manager, and authorize the City Manager to take all actions necessary to open escrow, including the payment of the deposit required under the agreements.

City Attorney Roxanne Diaz presented on the item.

City Attorney responded to questions from members of the City Council.

Zoom Public Comment:

Mark Gallatin commented on item and purchasing requirements.

**COUNCIL MOTION AND ACTION**

**A motion was made by Councilmember Braun and seconded by Councilmember Donovan to approve the item, as presented by staff including authorizing the City Manager to take all actions to open escrow including payment of the deposit required under the agreement. The motion carried 4-0-1, by the following vote:**

- AYES:** Braun, Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** None.

**22. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR OCTOBER 5, 2022**

Recommendation

It is recommended that the City Council approve the minutes for the October 5, 2022, Regular City Council Meeting.

**COUNCIL MOTION AND ACTION**

**A motion was made by Councilmember Cacciotti and seconded by Councilmember Donovan to approve the item, as presented by staff. The motion carried 3-0-1-1, by the following vote:**

- AYES:** Cacciotti, Donovan, Mayor Zneimer
- NOES:** None.
- ABSENT:** Primuth
- ABSTAINED:** Braun

**PUBLIC COMMENT – CONTINUED**

**23. CONTINUED PUBLIC COMMENT - GENERAL**

None.

**COMMUNICATIONS**

**24. COUNCILMEMBERS COMMUNICATIONS**

Councilmember Braun commented on the Finance Commission meeting and specific requests and questions from the Commission.

**Councilmember Braun requested staff to bring back the 2022 analysis report on consolidation of commissions to the City Council and revisit that report as well as the commission appointment process, governance, and training. Mayor Zneimer concurred in the request.**

**Councilmember Braun requested staff to look into term limit issues on Elected Officials including City Councilmembers and the Treasurer. Councilmember Cacciotti concurred in the request.**

City Attorney Diaz made comments that her office would be providing training to all of the City’s commissions and advisory bodies on the Brown Act and Conflicts of Interest and those meetings are open to the public. In addition, a separate training will be provided to staff. The training is provided free of charge as part of the City Attorney’s contract.

Councilmember Cacciotti made comments on attending San Gabriel Valley Council Government meeting. He also attended El Monte City Library, a meeting with San Gabriel Municipal Water District board member, Holy Families event, and a four-day trip to Washington DC.

Mayor Pro Tem Donovan attended a luncheon with Chinese American Club from South Pasadena at War Memorial building.

Mayor made comments on her and Councilmember Braun attending first meeting with staff on behalf of City Council Ad-hoc Committee for Comprehensive Library Site Plan. Wishing all a Happy Lunar New Year.

**25. CITY MANAGER COMMUNICATIONS**

City Manager Chaparyan commented on the budget survey being open to public for input.

**ADJOURNMENT**

There being no further matters, Mayor Zneimer adjourned the meeting of the City Council at 10:48 P.M., to the next Regular City Council meeting scheduled on Wednesday, February 21, 2024.

Respectfully submitted:

\_\_\_\_\_  
Mark Perez  
Deputy City Clerk

Approved:

\_\_\_\_\_  
Evelyn G. Zneimer  
Mayor

Attest:

\_\_\_\_\_  
Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting:*

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## **ATTACHMENT 2**

February 26, 2024, Special Joint Meeting with the Public Safety  
Commission Minutes

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**CITY OF SOUTH PASADENA  
SPECIAL JOINT MEETING OF THE CITY  
COUNCIL AND PUBLIC SAFETY  
COMMISSION**

**MINUTES**

**MONDAY, FEBRUARY 26, 2024, AT 6:00 P.M.**

**CALL TO ORDER:**

The Special Joint Meeting of the South Pasadena City Council and the Public Safety Commission was called to order by Mayor Zneimer on Monday, February 26, 2024, at 6:13 P.M. in the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Mayor	Evelyn G. Zneimer
Mayor Pro Tem	Jack Donovan
Councilmember	Jon Primuth
Councilmember	Michael A. Cacciotti
Councilmember	Janet Braun
Chair	Walter Cervantes
Vice-Chair	Armando Munoz
Commissioner	Ed Donnelly
Commissioner	Bethesda Gee
Commissioner	Marcos Holguin
Commissioner	Dr. Charley Lu

**ABSENT**

Commissioner	Amin Al-Sarraf
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Mark Perez, Deputy City Clerk, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Roxanne Diaz, City Attorney; Cristofer Davila, Management Assistant; Mark Perez, Deputy City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**PUBLIC COMMENT**

**1. PUBLIC COMMENT**

In-Person Public Comment:

Casey Law spoke regarding public safety issues.

Vicky Kirkwood spoke regarding crime in the city.

Yvonne LaRose spoke regarding the recommendations presented by staff.

Zoom Public Comment:

Helen Tran spoke regarding a recent report released by the Los Angeles County Human Relations Commission on police activity.

**ACTION/DISCUSSION**

**2. RECEIVE AND DISCUSS THE SOUTH PASADENA POLICE DEPARTMENT ORGANIZATIONAL ASSESSMENT**

Recommendation

It is recommended that the City Council receive and discuss the South Pasadena Police Department Organizational Assessment completed by Raftelis Consultants, Inc.

Deputy City Manager Domenica Megerdichian introduced the item, staff, and consultants Jonathan Ingram and Cassandra Deck-Brown from Raftelis Consultants, Inc.

Consultants Jonathan Ingram and Cassandra Deck-Brown gave a presentation on the item.

Staff answered questions and provided comments to the City Council and the Public Safety Commissioners.

**ADJOURNMENT**

There being no further matters, Mayor Zneimer adjourned the Special Joint Meeting of the City Council and the Public Safety Commission at 8:49 P.M.

Respectfully submitted:

\_\_\_\_\_  
Mark Perez  
Deputy City Clerk

APPROVED:

\_\_\_\_\_  
Evelyn G. Zneimer  
Mayor

ATTEST:

\_\_\_\_\_  
Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting:*

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# City Council Agenda Report

ITEM NO. 15.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** Angelica Frausto-Lupo, Community Development Director  
Robert (Dean) Flores, Senior Planner  
Ben Jarvis, AICP, Interim Senior Planner

**SUBJECT:** Consider a Resolution Amending the General Plan to Create the Housing Opportunity Overlay and an Ordinance to Amend the Zoning Code and Zoning Map to Create the Housing Opportunity Overlay Zone Allowing for Increased Density for Certain Parcels in the Ostrich Farm Mixed-Use Area and Huntington Drive Mixed-Use Area consistent with the adopted 6<sup>th</sup> Cycle Housing Element.

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### Recommendation

It is recommended that the City Council open the public hearing, receive public testimony on the project, and then:

1. Adopt a Resolution amending the General Plan and the General Plan Land Use Map creating and applying the Housing Opportunity (HO) Overlay land use designation allowing development of up to 70 dwelling units per acre for certain parcels; and
2. Introduce by title only and waive full reading of an Ordinance to approve a Zoning Text Amendment and Zoning Map Amendment to implement the necessary changes to the South Pasadena Municipal Code (SPMC) and Zoning Map consistent with the 2021-2029 Housing Element Programs as set forth in Exhibits A, B, and C of the Ordinance creating the Housing Opportunity Overlay Zone and request the City Clerk read the title of the Ordinance.

### Executive Summary

The adopted Housing Element called for higher densities for selected parcels in the Ostrich Farm Mixed-Use Area and Huntington Drive Mixed-Use Area. The Housing Element contemplated these parcels to have a density of 70 dwelling units per acre. In order to fully implement Housing Element Program 3.a (Rezone and Redesignate Sites to Meet RHNA), staff proposes to create the Housing Opportunity Overlay and Housing Opportunity Overlay Zone to implement the density envisioned by the Housing Element.

## **Background**

On May 30, 2023, the City Council adopted the 2021-2029 (6<sup>th</sup> Cycle) Housing Element. Since that time, the City has diligently worked to implement the housing programs contained in the Housing Element. In the past nine months, the City adopted an updated General Plan, created the Downtown Specific Plan (DTSP), and adopted Zoning Code amendments in support of the Housing Element. Most recently, on January 17, 2024, the City Council adopted increased density in the Residential Medium Density (RM) and Residential High Density (RH) zones, as required by Housing Element Program 3.a (Rezone and Redesignate Sites to Meet RHNA).

## **Discussion**

In reviewing the City's progress in implementing Housing Element programs, the City determined the higher residential densities identified by the Housing Element for the Ostrich Farm and Huntington Drive Mixed-Use Areas had not yet been implemented.<sup>1</sup> These areas are identified in the Housing Element with a residential density of 70 dwelling units per acre. In order to accommodate this density in areas zoned RM and RH, a new General Plan land use designation is needed along with an associated Zoning Text Amendment and Zoning Map Amendment to create a corresponding overlay zone. Adopting the higher residential density in these areas is a key component to completing Housing Element Program 3.a, as currently adopted. However, in light of errors in Table VI-51 of the Housing Element, staff believes that the City can accommodate the regional housing needs allocation (RHNA) without the Housing Opportunity Overlay Zone, and intends to continue working on a Housing Element Amendment to address this issue. In the interim, however, the Housing Opportunity Overlay Zone would fulfill the rezoning obligations called for in the Housing Element as currently adopted.

The proposed rezoning is consistent with the capacity in the adopted Housing Element Table IV-51, with corrected formulas, data on existing units, and certain historic properties and settlement agreement parcels removed. Based on this information, staff anticipates the following capacities: 1,548 lower income units, 774 moderate income units, and 774 above-moderate income units for a total of 3,096 units.

## **Project Initiation**

General Plan Amendments and Zoning Code/Map Amendments may only be adopted subject to provisions listed in SPMC Section 36.620.030. For the purposes of this item, the City Council's adoption of the Housing Element, inclusive of Housing Element Program 3.a, served to initiate this potential action (Resolution 7817).

## **Project Location**

The proposed General Plan Amendment, Zoning Text Amendment, and Zoning Map Amendment would apply to certain parcels located in two areas: the Ostrich Farm Mixed Use Area and the Huntington Drive Mixed-Use Area. The affected parcels generally fall

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<sup>1</sup> On January 17, 2024, the City received a letter from Californian's for Homeownership asserting that the Housing Element as adopted requires increased density in these areas, and alleging that failure to undertake the zoning constitutes a violation of the stipulated judgment that resolved Californians for Homeownership's lawsuit against the City regarding the Housing Element.



on major arterials such as Fair Oaks Avenue, Monterey Road, Pasadena Avenue, and Huntington Drive, but the increased density allowance would also apply to some parcels immediately adjacent to major corridors. Exhibits B and C to the draft Ordinance (see Attachments 7 and 8) show the location of the two areas. A list of parcels located in each area is also attached for the City Council's information as Attachment 9 (Subject Parcels).

### **Project Description**

The project includes a General Plan Amendment, an amendment to the General Plan Land Use Map, a Zoning Text Amendment, and a Zoning Map Amendment (Project). The Project would create a new General Plan land use designation and a corresponding zoning district for the Housing Opportunity Overlay zone. Although this action is part of Housing Element Program 3.a, the Housing Element did not adopt a name or method for implementing the action. Staff proposes to create a General Plan overlay land use designation and a corresponding overlay zone to implement this part of Program 3.a. As no name was provided by the Housing Element, the area covered by this program is proposed to be called the "Housing Opportunity Overlay." The title will convey the development opportunity that owners would have to use their properties more intensely, supporting the City's goal to encourage housing production to meet its RHNA obligation. The higher density would be permitted in two areas as shown in the Housing Element Appendix A: the Ostrich Farm Mixed-Use Area and the Huntington Drive Mixed-Use Area. No other parcels would be affected. The project is described below:

#### General Plan Amendment (GPA)

The General Plan would be amended to include the following, with the new text delineated by red underline:

**Medium Intensity:** This land use classification permits attached housing types, such as courtyard housing, townhomes, bungalow court, and multiplexes, including single-family homes on smaller lots.

**Scale:** House-scale. Attached, semi-detached, and detached buildings.

**Intensity:** Max 30 units/acre and up to 70 units/acre in the Housing Opportunity Overlay.

**Height:** 1-3 stories. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

**High Intensity:** This land use classification permits multi-family residential development. It is intended to identify and conserve existing concentrations of such development in the city. These areas are characterized by multi-story apartments and condominiums.

**Scale:** House-scale and some block-scale buildings. Attached, semi-detached, and detached buildings.

**Intensity:** Max 45 units/acre and up to 70 units/acre in the Housing Opportunity Overlay.

**Height:** 1-4 stories. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

**Housing Opportunity Overlay:** This land use classification permits multi-family residential development and is applied to higher-density corridors and community centers where higher density projects are appropriate. Multi-story apartment and condominium developments are appropriate for this land use designation.

**Scale:** Medium to large scale multi-family buildings.

**Intensity:** Max 70 units/acre.

**Height:** 45 feet. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

The land use designation descriptions found on General Plan page 60 will be updated to include the new overlay designation. No other amendments to the General Plan text are required or proposed, except that the General Plan Land Use Map will be updated to reflect the amendment. Redline changes are included as part of Exhibit A to the draft Resolution that is attached to this staff report (see Attachments 1 and 2). Table 1 contains the density information for the new designation and zone:

**Table 1: GPA and ZTA Density**

General Plan Designation	Zoning District	Maximum Density
Housing Opportunity Overlay	Housing Opportunity Overlay Zone	70

A draft Resolution to amend the General Plan is attached to this report as Attachment 1. Exhibit A shows the proposed General Plan redline changes and is attached as Attachment 2.

#### Zoning Text Amendment and Zoning Map Amendment

The Project would add a new Housing Opportunity Overlay (Overlay) zone to the City's Zoning Code. The Overlay would allow up to 70 dwelling units per acre and would apply to the parcels shown on the attached maps. A detailed red-line exhibit showing the proposed changes is attached as Exhibit A to the draft Ordinance (see Attachments 5 and 6). Sections 36.220.020 (Purposes of Residential Zoning Districts), 36.220.040, and 36.250.050 (Housing Opportunity (HO) Overlay District) of the SPMC would be revised to reflect the new Overlay. Exhibit B to the draft Ordinance shows the Housing Opportunity Overlay in the Ostrich Farm Mixed-Use Area (Attachment 7), and Exhibit C to the draft Ordinance shows the Housing Opportunity Overlay in the Huntington Drive Mixed-Use Area (Attachment 8). A list of the parcels affected by this project can be found in Attachment 9. The Planning Commission, at its regular meeting on February 13, 2024, directed staff to add three parcels to the Housing Opportunity Overlay Zone in the Ostrich Farm Area. These parcels are located on Monterey Road and include Assessor Parcel Nos. (APNs) 5311-010-001, 5311-010-002, and 5311-015-035 (185, 187, and 181 Monterey Road, respectively). Exhibits B, C, and the parcel list in Attachment 9 have been updated to reflect the Planning Commission's recommendation.

The development standards applicable to development within the Housing Opportunity Overlay would be the standards established for the Mixed Use Overlay as applied to projects that consist solely of residential development.

### **General Plan Amendment Findings**

South Pasadena Municipal Code (SPMC) Section 36.620.070(A) stipulates that a General Plan Amendment may be approved only if certain findings are met:

1. *The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed General Plan Amendment is internally consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6<sup>th</sup> Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the project would support the following:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA (“...Additional zoning capacity will be achieved through the adoption of the Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City’s arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...”).*

The Housing Element is one of the elements required by State law. Adopting a General Plan Amendment that implements the policies and programs of the 2021-2029 Housing Element would make the documents internally consistent and would support the City’s goals to plan for more housing opportunities. Therefore, the City Council can make this finding in support of the Project.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City;*

The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve further consistency with the adopted 2021-2029 Housing Element, specifically the Housing Opportunity Overlay which would allow residential densities of up to 70 units per acre on certain parcels in the Ostrich Farm Mixed-Use Area as shown in Housing Element Figures A-3.a, A-3.b, and A-3.c; and the Huntington Drive Mixed Use Area as shown in Housing Element Figures A-3.d, A-3.e, A-3.f, A-3.g, and A-3.h, consistent with Housing Element Program 3.a. Therefore, the City Council can make this finding in support of the Project.

3. *If applicable, the site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated project.*

The General Plan Amendment would create the Housing Opportunity Overlay land use designation and would apply to specific parcels designated as Medium Intensity and High Intensity in the Ostrich Farm Mixed-Use Area and the Huntington Drive Mixed-Use Area as described in the Housing Element. Parcels affected by this General Plan Amendment can be found in Exhibits B and C to the draft Ordinance (Attachments 7 and 8). A list of the parcels affected by this action can be found in Attachment 9. This action is being taken to implement the policies and programs of the 2021-2029 Housing Element and to support the production of housing. Areas affected by the proposed General Plan Amendment are served by applicable utilities and have adequate site access. Any development that may occur would be subject to the City's development standards and review process, taking into account the unique aspects of specific development sites. As the proposed General Plan Amendment supports the adopted Housing Element, and as any future development would require separate approval including adherence to all development codes, the City Council can make this finding.

As stated above, the City Council can make all of the necessary findings listed in SPMC Chapter 36.620.070(A) to adopt the General Plan Amendment.

### **Zoning Amendment Findings**

SPMC Section 36.620.070(B) stipulates that a Zoning Text Amendment and Zoning Map Amendment may be approved only if the following findings are met:

1. *Findings required for all Zoning Code/Map amendments;*
  - a. *The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed Zoning Text Amendment is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the Zoning Text Amendment would implement Housing Element Program 3.a (Rezone and Redesignate Sites to Meet RHNA). As the Housing Element is one of the General Plan elements required under state law, the proposed change in density for the applicable parcels would be consistent with the General Plan since the Housing Element is part of the General Plan. The Project would support the following Housing Element Goals/Programs:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA. ("...Additional zoning capacity will be achieved through the adoption of the*

*Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City's arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...").*

Given that the Zoning Text Amendment would implement Housing Element Goal 3.0 and Housing Element Program 3.a, the City Council can make this finding in support of the Project.

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City;*

The Zoning Text Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would increase internal consistency between the Housing Element, General Plan, and Zoning Ordinance, and supports the City's goal to facilitate the production of housing. Therefore, the City Council can make this finding.

- 2. Additional finding for Zoning Code Amendments. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.*

The proposed Zoning Text Amendment is internally consistent with other applicable provisions of the Zoning Code. Any development slated for the Subject Parcels would be subject to the applicable development standards listed in the SPMC. Therefore, the City Council can make this finding.

- 3. Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.*

The proposed Zoning Map Amendment would apply to certain Subject Parcels located in the Ostrich Farm Mixed-Use Area and Huntington Drive Mixed-Use Area. The Subject Parcels are located on public streets with suitable access that are served by required utilities. The Zoning Map Amendment would create a Housing Opportunity Overlay Zone in areas where other parcels designated for mixed-use and higher residential densities are located or envisioned. Therefore, the City Council can make this finding in support of the project.

As stated above, the City Council can make all of the necessary findings listed in SPMC Chapter 36.620.070(B) to approve the project and adopt the Zone Text Amendment and Zoning Map Amendment.

### **Environmental Analysis**

Pursuant to Government Code Section 65759, “[t]he California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code, does not apply to any action necessary to bring its general plan or relevant mandatory elements of the plan into compliance with any court order or judgment under this article.”

In light of this CEQA exemption, impacts associated with the adopted Housing Element and rezoning actions contemplated therein were analyzed in the Housing Element Environmental Assessment (EA), as required by Govt. Code Section 65759(a)(2), that was adopted by the City Council on May 30, 2023. As the proposed amendments would implement Program 3.a, which was part of the Housing Element adopted in reliance on the EA in 2023, no further analysis is required under the California Environmental Quality Act.

### **Next Steps**

Should the City Council approve the project and adopt the Resolution to amend the General Plan, the following next step is anticipated:

March 20, 2024: Assuming the project is approved on March 6, 2024, with the First Reading of an Ordinance for a Zoning Text/Zoning Map Amendment, conduct a Second Reading of said Ordinance.

### **Alternatives**

If the City Council chooses not to take action on the proposed General Plan and Zoning Text Amendments, the item could be considered at a later City Council meeting. Staff can also pursue other actions as determined by the City Council.

### **Fiscal Impact**

Upon adoption of the General Plan, General Plan Map and Zone Text Amendments, staff time would be required to implement the updated Zoning Code. These costs are included in Community Development’s operating budget for fiscal year 2023-24.

### **Key Performance Indicators and Strategic Plan**

This project supports Priority 5 of the Strategic Plan: Plan for affordable housing to comply with state mandates and respond to community needs.

### **Planning Commission Recommendation**

The Planning Commission considered this item in a duly noticed Public Hearing on February 13, 2024. At the conclusion of the Public Hearing, and after considering the staff report, public testimony, and Commissioner discussion, the Planning Commission, in a 5-0 vote, adopted Resolution P.C. 24-02 (Attachment 10) recommending the City Council approve the Project with a change adding three (3) parcels on Monterey Road to the Housing Opportunity Overlay zone. These parcels were identified in the adopted Housing Element Appendix A as Site No. 3 (Assessor’s Parcel Numbers: 5311-015-035, 5311-010-001, and 5311-010-002)

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

A public notice for this Public Hearing was published in the South Pasadena Review on February 23, 2024. The public was also made aware of the regularly scheduled Public Hearing on March 6, 2024, through its inclusion in the legally publicly noticed agenda, posted physically at City Hall and also on the City's website.

**Attachments**

- Attachment 1: Resolution
- Attachment 2: Exhibit A to the Resolution
- Attachment 3: Exhibit B to the Resolution
- Attachment 4: Exhibit C to the Resolution
- Attachment 5: Draft Ordinance
- Attachment 6: Exhibit A to the Draft Ordinance
- Attachment 7: Exhibit B to the Draft Ordinance
- Attachment 8: Exhibit C to the Draft Ordinance
- Attachment 9: Housing Opportunity Overlay Parcel List
- Attachment 10: Resolution P.C. 24-02

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**ATTACHMENT 1**

**DRAFT RESOLUTION**

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RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A GENERAL PLAN AMENDMENT AND A GENERAL PLAN LAND USE MAP AMENDMENT ESTABLISHING THE HOUSING OPPORTUNITY OVERLAY ALLOWING UP TO 70 DWELLING UNITS PER ACRE ON SELECTED PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND THE HUNTINGTON DRIVE MIXED-USE AREA, AS DESCRIBED IN THE ADOPTED 6<sup>TH</sup> CYCLE HOUSING ELEMENT.**

**WHEREAS**, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

**WHEREAS**, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. The City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 which required the City to update the Housing Element for the 6<sup>th</sup> Cycle (2021-2029); and

**WHEREAS**, on April 12, 2022, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State Law for failing to have adopted a compliant Housing Element by October 15, 2021 (*Californians for Homeownership v. City of South Pasadena*), LASC Case Nos. 22STCP01388 & 22STCP01161); and

**WHEREAS**, the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit, which was adopted by the Court as a Stipulated Judgement; and

**WHEREAS**, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element; and

**WHEREAS**, on September 27, 2023, the City Council adopted an updated General Plan, created the Downtown Specific Plan, and adopted zoning amendments in support of the Housing Element; and

**WHEREAS**, on January 17, 2024, the City Council adopted a General Plan Amendment and Zoning Text Amendment to increase residential density in the Residential Medium zone to 30 units per acre and to increase residential density in the Residential High zone to 45 units per acre; and

**WHEREAS**, the City has worked diligently to implement Housing Element programs, including adopting a new General Plan, Downtown Specific Plan and rezoning and

**WHEREAS**, on February 13, 2024, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation, staff report, public testimony, and Planning Commission discussion, and at the conclusion of the Public Hearing and after considering staff report, staff presentation, public testimony, and Commissioner discussion, the Planning Commission, in a 5-0 vote, adopted Resolution P.C. 24-02 recommending the City Council approve the project, including a General Plan Amendment, General Plan Land Use Map Amendment, Zoning Text Amendment, and a Zoning Map Amendment; and

**WHEREAS**, on March 6, 2024, the City Council held a duly noticed Public Hearing, wherein the City Council received a staff presentation, staff report, public testimony, and City Council discussion; and

**WHEREAS**, all legal prerequisites to the adoption of this Resolution have occurred.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1: RECITALS**. The above recitals are hereby declared to be true and correct and are incorporated herein as findings of the South Pasadena City Council.

**SECTION 2: EVIDENCE AND PUBLIC TESTIMONY**. Based upon substantial evidence presented to the City Council during the Public Hearing, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the proposed General Plan Amendment, General Plan Land Use Map Amendment, Zone Text Amendment, and Zoning Map Amendment comply with the Housing Goals and residential densities prescribed in the 2021-2029 (6<sup>th</sup> Cycle) Housing Element and updated General Plan.

**SECTION 3: CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**. The City Council finds that pursuant to Government Code Section 65759, “[t]he California Environmental Quality Act, Division 13 (commencing with Section 21000) of the

Public Resources Code, does not apply to any action necessary to bring its general plan or relevant mandatory elements of the plan into compliance with any court order or judgment under this article.” The proposed General Plan Amendment, General Plan Land Use Map Amendment, Zoning Text Amendment, and Zoning Map Amendment (Project) are actions necessary to bring the City’s General Plan, Housing Element, and Zoning into conformance with the court order from the Californians for Homeownership litigation, and thus are not subject to CEQA. Further, impacts associated with the adopted Housing Element and rezoning actions contemplated therein, were analyzed in the Housing Element Environmental Assessment as required by Government Code Section 65759(a)(2), which was adopted in conjunction with the Housing Element on March 30, 2023, through Resolution 7817.

**SECTION 4: GENERAL PLAN FINDINGS.** South Pasadena Municipal Code (SPMC) Section 36.620.070(A) stipulates that a General Plan Amendment may be approved only if certain findings are met:

1. *The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed General Plan Amendment is internally consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6<sup>th</sup> Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the project would support the following:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA (“...Additional zoning capacity will be achieved through the adoption of the Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City’s arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...”).*

The Housing Element is one of the elements required by State law. Adopting a General Plan Amendment that implements the policies and programs of the 2021-2029 Housing Element would make the documents internally consistent and would support the City’s goals to plan for more housing opportunities. Therefore, the City Council can make this finding in support of the Project.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City;*

The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve further consistency with the adopted 2021-2029 Housing Element, specifically the Housing Opportunity Overlay which would allow residential densities of up to 70 units per acre on certain parcels in the Ostrich Farm Mixed-Use Area as shown in Housing Element Figures A-3.a, A-3.b, and A-3.c; and the Huntington Drive Mixed-Use Area as shown in Housing Element Figures A-3.d, A-3.e, A-3.f, A-3.g, and A-3.h, consistent with Housing Element Program 3.a. The General Plan Amendment would be consistent with the rezoning contemplated by current Housing Element Program 3.a Rezone and Redesignate Sites to Meet RHNA. Therefore, the City Council can make this finding in support of the Project.

3. *If applicable, the site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated project.*

The General Plan Amendment would create the Housing Opportunity Overlay land use designation and would apply to specific parcels designated as Medium Intensity Neighborhood and High Intensity Neighborhood in the Ostrich Farm Mixed-Use Area and the Huntington Drive Mixed-Use Areas, as described in the Housing Element. Parcels affected by this General Plan Amendment can be found in Exhibits B and C to the Resolution. This action is being taken to implement the policies and programs of the 2021-2029 Housing Element and to support the production of housing. Areas affected by the proposed General Plan Amendment are served by applicable utilities and have adequate site access. Any development that may occur would be subject to the City's development standards and review process, taking into account the unique aspects of specific development sites. As the proposed General Plan and General Plan Land Use Map Amendments support the adopted Housing Element, and as any future development would require separate approval including adherence to all development codes, the City Council can make this finding.

As stated above, the City Council can make all of the necessary findings listed in SPMC Chapter 36.620.070(A) to adopt the General Plan Amendment.

**SECTION 5: ACTION.** Based upon the foregoing, the City Council:

- A. Adopts the General Plan Amendment as shown in Exhibit A, creating the Housing Opportunity (HO) Overlay land use designation; and
- B. Amends the General Plan Land Use Map to include the Housing Opportunity Overlay as shown in Exhibit B (Ostrich Farm Mixed-Use Area) and Exhibit C (Huntington Drive Mixed-Use Area).

**PASSED, APPROVED, AND ADOPTED** on this 6<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mark Perez, Deputy City Clerk

\_\_\_\_\_  
Roxanne Diaz, City Attorney

Resolution No. \_\_\_\_  
Page 6 of 6

**I HEREBY CERTIFY** the foregoing Resolution No. \_\_ was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 6<sup>th</sup> day of March, 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Mark Perez, Deputy City Clerk

Exhibits:

- A. Draft General Plan Amendment
- B. Ostrich Farm Mixed-Use Area
- C. Huntington Drive Mixed-Use Area



## **ATTACHMENT 2**

EXHIBIT A TO THE DRAFT RESOLUTION  
(Draft General Plan Amendment)

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**RESOLUTION \_\_\_\_**  
**EXHIBIT A**  
**DRAFT GENERAL PLAN AMENDMENT**

The General Plan Planning Designation Section (page 60) will be amended to include the following text changes, with the General Plan Land Use Map being updated accordingly. New text is delineated by red underline:

**Medium Intensity:** This land use classification permits attached housing types, such as courtyard housing, townhomes, bungalow court, and multiplexes, including single-family homes on smaller lots.

**Scale:** House-scale. Attached, semi-detached, and detached buildings.

**Intensity:** Max 30 units/acre and up to 70 units/acre in the Housing Opportunity Overlay.

**Height:** 1-3 stories. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

**High Intensity:** This land use classification permits multi-family residential development. It is intended to identify and conserve existing concentrations of such development in the city. These areas are characterized by multi-story apartments and condominiums.

**Scale:** House-scale and some block-scale buildings. Attached, semi-detached, and detached buildings.

**Intensity:** Max 45 units/acre and up to 70 units/acre in the Housing Opportunity Overlay.

**Height:** 1-4 stories. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

**Housing Opportunity Overlay:** This land use classification permits multi-family residential development and is applied to higher-density corridors and community centers where higher density projects are appropriate. Multi-story apartment and condominium developments are appropriate for this land use designation.

Scale: Medium to large scale multi-family buildings.

Intensity: Max 70 units/acre.

Height: 45 feet. Taller buildings may be accommodated through State Density Bonus concessions and waivers.

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## **ATTACHMENT 3**

EXHIBIT B TO THE DRAFT RESOLUTION  
(Ostrich Farm Mixed-Use Area Map)

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# Ostrich Farm Mixed-Use Area: Housing Opportunity Overlay Parcels

## Affected Parcels by Zoning Classification

- Residential Medium Density (RM)
- Residential High Density (RH)
- Other Ostrich Farm Parcels

## Zoning Label "XX-##"

- "XX" - Zoning Classification (e.g., "RH" for Residential High Density)
- "##" - Proposed Maximum Number of Dwelling Units Allowed per Acre



Zoning Map adopted on September 27, 2023.  
Source: City of South Pasadena; January 17, 2024



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## **ATTACHMENT 4**

EXHIBIT C TO THE DRAFT RESOLUTION  
(Huntington Drive Mixed-Use Area Map)

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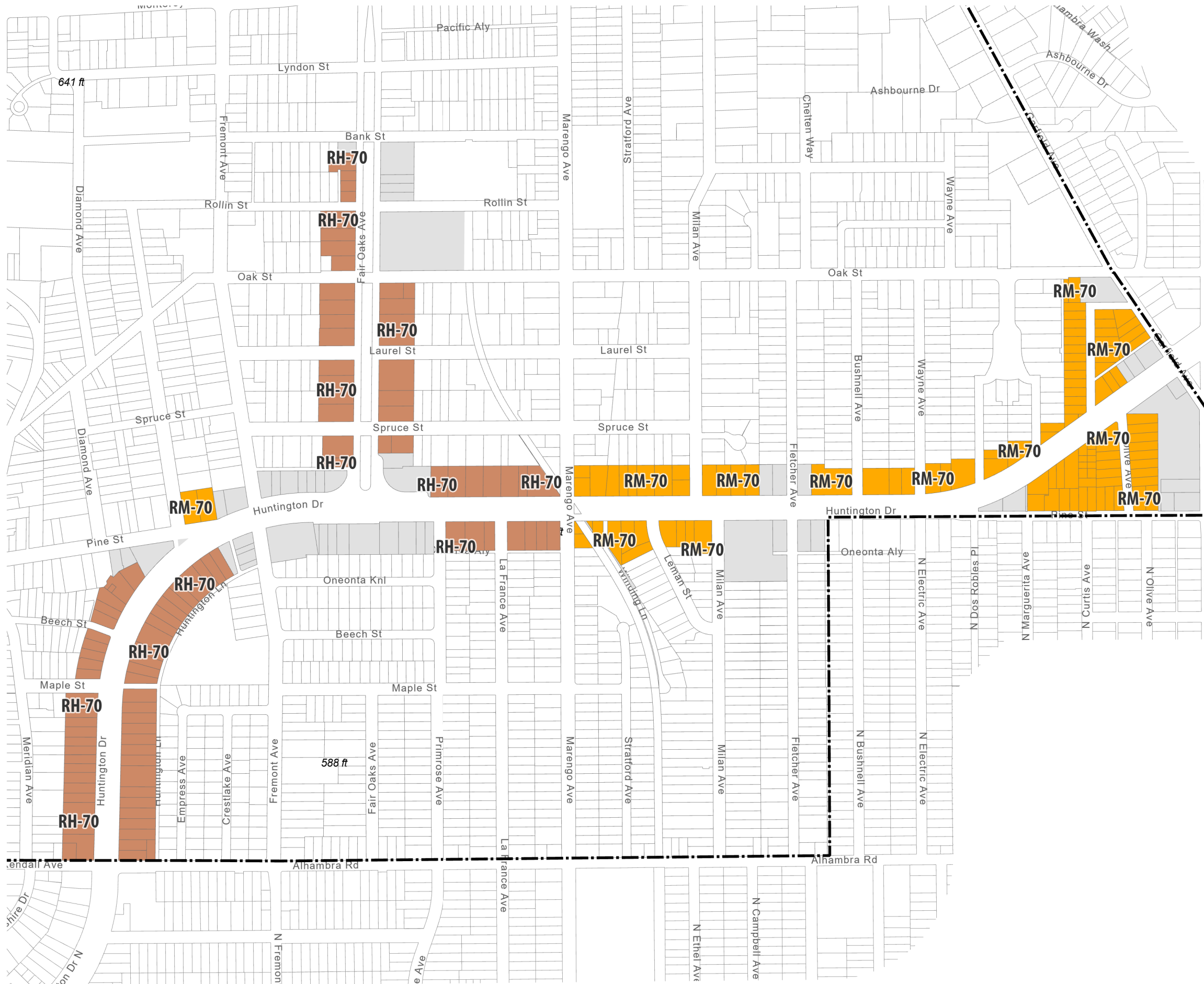
# Huntington Drive Mixed-Use Area: Housing Opportunity Overlay Parcels

## Affected Parcels by Zoning Classification

- Residential Medium Density (RM)
- Residential High Density (RH)
- Other Huntington Drive Parcels

## Zoning Label "XX-##"

- "XX" - Zoning Classification (e.g., "RH" for Residential High Density)
- "##" - Proposed Maximum Number of Dwelling Units Allowed per Acre



Zoning Map adopted on September 27, 2023.  
Source: City of South Pasadena; January 17, 2024



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**ATTACHMENT 5**

**DRAFT ORDINANCE**

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**[DRAFT] CITY OF SOUTH PASADENA  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A ZONING TEXT AMENDMENT AND ZONING MAP AMENDMENT AMENDING SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) RELATED TO INCREASED DENSITY AND ESTABLISHING THE HOUSING OPPORTUNITY OVERLAY ZONE, ALLOWING UP TO 70 DWELLING UNITS PER ACRE ON SELECTED PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND THE HUNTINGTON DRIVE MIXED-USE AREA, CONSISTENT WITH THE ADOPTED 2021-2029 (6TH CYCLE) HOUSING ELEMENT**

**WHEREAS**, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

**WHEREAS**, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 and started to updating the 2021-2029 (6<sup>th</sup> Cycle) Housing Element; and

**WHEREAS**, on April 12, 2022, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State Law for failing to have adopted a compliant Housing Element by October 15, 2021 (*Californians for Homeownership v. City of South Pasadena*), LASC Case Nos. 22STCP01388 & 22STCP01161); and

**WHEREAS**, the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit which was adopted by the Court Order as a Stipulated Judgment; and

**WHEREAS**, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element; and

**WHEREAS**, on February 13, 2024, the Planning Commission conducted a duly noticed Public Hearing to consider this proposal, and that after receiving the staff report, staff presentation, and public testimony, the Planning Commission, in a 5-0 vote, adopted Resolution P.C. 2024-02 recommending the City Council approve

the project and to adopt a Resolution amending the General Plan and to introduce an Ordinance amending the Zoning Code and Zoning Map to establish the Housing Opportunity Overlay zone; and

**WHEREAS**, on March 6, 2024, the City Council introduced and conducted a First Reading of this Ordinance at a duly noticed Public Hearing as prescribed by law, at which time staff and interested persons had an opportunity to, and did, testify either in support or opposition to this matter; and

**WHEREAS**, all legal prerequisites to the adoption of this Resolution have occurred.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** The facts set forth in the recitals of this Ordinance are true and correct.

**SECTION 2:** Based upon substantial evidence presented, including public testimony and written and oral staff reports, and the environmental documentation, the City Council finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the proposed Zoning Amendment complies with the Housing Goals and Programs found in the 2021-2029 (6<sup>th</sup> Cycle) Housing Element and updated General Plan.

**SECTION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA).** The City Council finds that pursuant to Government Code Section 65759, “[t]he California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code, does not apply to any action necessary to bring its general plan or relevant mandatory elements of the plan into compliance with any court order or judgment under this article.” The proposed Zoning Text and Zoning Map Amendments (Project) are actions necessary to bring the City’s General Plan, Housing Element, and Zoning into conformance with the court order from the Californians for Homeownership litigation, and thus are not subject to CEQA. Further, impacts associated with the adopted Housing Element and rezoning actions contemplated therein, were analyzed in the Housing Element Environmental Assessment as required by Government Code Section 65759(a)(2), which was adopted in conjunction with the Housing Element on March 30, 2023, through Resolution 7817.



**SECTION 4: ZONING AMENDMENT FINDINGS.** South Pasadena Municipal Code (SPMC) Section 36.620.070(B) stipulates that Zoning Amendments and Zoning Map Amendments may be approved if the following findings are made:

1. *Findings required for all Zoning Code/Map amendments;*
  - a. *The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed Zoning Text Amendment is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the Zoning Text Amendment would implement Housing Element Program 3.a (Rezone and Redesignate Sites to Meet RHNA). As the Housing Element is one of the General Plan elements required under state law, the proposed change in density for the applicable parcels would be consistent with the General Plan since the Housing Element is part of the General Plan. The Project would also support the following Housing Element Goals/Programs:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA. (“...Additional zoning capacity will be achieved through the adoption of the Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City’s arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...”).*

Given that the Zoning Text Amendment would implement Housing Element Goal 3.0, Housing Element Program 3.a regarding affordable housing, the City Council can make this finding in support of the Project.

- b. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City*

The Zoning Text Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would increase internal consistency between the Housing Element, General Plan, and Zoning Ordinance, and supports the City’s goal to facilitate the production of housing. Therefore, the City Council can make this finding.

2. *The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.*

The proposed Zoning Text Amendment is internally consistent with other applicable provisions of the Zoning Code. Any development slated for the Subject Parcels would be subject to the applicable development standards listed in the SPMC. Therefore, the City Council can make this finding.

3. *Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.*

The proposed Zoning Map Amendment would apply to certain Subject Parcels located in the Ostrich Farm Mixed-Use Area and Huntington Drive Mixed-Use Area. The Subject Parcels are located on public streets with suitable access that are served by required utilities. The Zoning Map Amendment would create a Housing Opportunity Overlay Zone in areas where other parcels designated for mixed-use and higher residential densities are located or envisioned. Therefore, the City Council can make this finding in support of the project.

**SECTION 5.** The City Council hereby amends various sections of Chapter 36 (Zoning) of the City Code of the City of South Pasadena to incorporate the text and map changes set forth in Exhibit A, Exhibit B, and Exhibit C, attached hereto and incorporated herein by reference, with all sections of Chapter 36 that have no amendments identified in Exhibit A remaining in effect without amendment.

**SECTION 6.** Severability. If any section subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this Ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.

**SECTION 7.** This Ordinance shall take effect thirty (30) days after its final passage, and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED AND ADOPTED ON** this 20<sup>th</sup> day of March, 2024.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Evelyn G. Zneimer, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mark Perez, Deputy City Clerk

\_\_\_\_\_  
Roxanne Diaz, City Attorney

**CITY OF SOUTH PASADENA**  
**CITY CLERK'S DIVISION**  
**CERTIFICATION OF ORDINANCE**

**STATE OF CALIFORNIA)**  
**COUNTY OF LOS ANGELES)      SS**  
**CITY OF SOUTH PASADENA)**

I, Mark Perez, Deputy City Clerk of the City of South Pasadena, do hereby certify that Ordinance No. \_\_\_\_\_, was duly and regularly approved and adopted at a Regular meeting of the City Council on this 20<sup>th</sup> day of March, 2024, by the following votes as the same appears on file and of record in the Office of the City Clerk.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Mark Perez  
Deputy City Clerk

## **ATTACHMENT 6**

EXHIBIT A TO THE DRAFT ORDINANCE  
(Zoning Text Amendment Redline)

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**ORDINANCE \_\_\_\_**  
**EXHIBIT A**  
**City of South Pasadena**  
**Chapter 36 Zoning**  
**Focused Amendments to Various Sections**

**36.220.020 Purposes of Residential Zoning Districts.**

C. RM (Residential Medium Density) district. The RM zoning district applies to areas appropriate for a variety of housing types. Typical residential land uses include single-family bungalow courts, courtyard housing, townhomes, duplexes, triplexes, multiplexes, and other attached dwellings on smaller lots. The allowable residential density ranges from 5.1 to 30 dwelling units per acre. Up to 70 dwelling units per acre are allowed for properties located within in the Housing Opportunity (HO) Overlay District. The RM zoning district is consistent with the Medium Density Neighborhood land use designation of the General Plan.

D. RH (Residential High Density) district. The RH zoning district is intended for areas appropriate for high density attached dwelling units, including courtyard housing, townhouses, condominiums, and apartments. The allowable residential density ranges from 30.1 to 45 dwelling units per acre. Up to 70 dwelling units per acre are allowed for properties located within in the Housing Opportunity (HO) Overlay District. The RH zoning district is consistent with the High Density Neighborhood land use designation of the General Plan.

**36.220.040 Residential Zoning District General Development Standards.**

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	RE	RS	RM	RH
Allowable density	Maximum of 3 du/acre	Maximum of 5 du/acre	5.1 to 30 du/acre (2)	30.1 to 45 du/acre (3)

Notes:

(1) Altos de Monterey exceptions. The standards and requirements for development within the Altos de Monterey (AM) overlay zoning district are different from those in this table; see SPMC [36.250.030](#).

(2) Up to 70 dwelling units per acre allowed for properties located within the HO Overlay District. See SMPC 36.220.050

(3) Up to 70 dwelling units per acre allowed for properties located within the HO Overlay District. See SMPC 36.220.050

36.250.050 Housing Opportunity (HO) Overlay District.

A. Purpose. The HO overlay district is intended to implement the City’s goals and objectives for higher intensity development in the RM and RH zones along certain corridors, consistent with the City’s Housing Element as adopted on May 30, 2023.



B. Applicability. The HO overlay district shall be applied on the Zoning Map to the areas shown as Housing Opportunity Overlay on the Land Use Map of the General Plan.

C. Allowable density. Maximum of 70 dwelling units per acre.

D. Allowable land uses and development standards. New land uses shall comply with all applicable requirements in Division 36.220 (Residential Zoning Districts) consistent with the Planning Designations outlined in the General Plan. The Residential Only standards found in Table 2-6 (Mixed-Use Overlay District Development Standards) of Section 36.230.050.D shall apply to multifamily residential development located within the HO Overlay District.

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**ATTACHMENT 7**

EXHIBIT B TO THE DRAFT ORDINANCE  
(Ostrich Farm Mixed-Use Area Map)

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# Ostrich Farm Mixed-Use Area: Housing Opportunity Overlay Parcels

## Affected Parcels by Zoning Classification

- Residential Medium Density (RM)
- Residential High Density (RH)
- Other Ostrich Farm Parcels

## Zoning Label "XX-##"

- "XX" - Zoning Classification (e.g., "RH" for Residential High Density)
- "##" - Proposed Maximum Number of Dwelling Units Allowed per Acre



Zoning Map adopted on September 27, 2023.  
Source: City of South Pasadena; January 17, 2024



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## **ATTACHMENT 8**

EXHIBIT C TO THE DRAFT ORDINANCE  
(Huntington Drive Mixed-Use Area Map)

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# Huntington Drive Mixed-Use Area: Housing Opportunity Overlay Parcels

## Affected Parcels by Zoning Classification

- Residential Medium Density (RM)
- Residential High Density (RH)
- Other Huntington Drive Parcels

## Zoning Label "XX-##"

- "XX" - Zoning Classification (e.g., "RH" for Residential High Density)
- "##" - Proposed Maximum Number of Dwelling Units Allowed per Acre



Zoning Map adopted on September 27, 2023.  
Source: City of South Pasadena; January 17, 2024



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**ATTACHMENT 9**

HOUSING OPPORTUNITY OVERLAY PARCEL LIST

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AIN	Site Address	Zoning Classification	Existing Density (DU/Acre)	Proposed Density (DU/Acre)
5311001008	1007 ARROYO VERDE RD	Residential Medium Density	30	70
5311001020	116 MARMION WAY NO 1	Residential Medium Density	30	70
5311002050	116 MONTEREY RD	Residential High Density	45	70
5311002051	100 MONTEREY RD	Residential High Density	45	70
5311002056	115 MARMION WAY	Residential Medium Density	30	70
5311002057	109 MARMION WAY	Residential Medium Density	30	70
5311002059	124 MONTEREY RD NO 118	Residential High Density	45	70
5311002122	1035 ARROYO VERDE RD UNIT G	Residential Medium Density	30	70
5311002900	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5311003026	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5311003027	200 MONTEREY RD	Residential High Density	45	70
5311003028	194 MONTEREY RD UNIT A	Residential High Density	45	70
5311003030	190 MONTEREY RD	Residential High Density	45	70
5311003031	182 MONTEREY RD	Residential High Density	45	70
5311003033	178 MONTEREY RD	Residential High Density	45	70
5311003034	174 MONTEREY RD	Residential High Density	45	70
5311003035	170 MONTEREY RD	Residential High Density	45	70
5311003036	166 MONTEREY RD	Residential High Density	45	70
5311003037	164 MONTEREY RD	Residential High Density	45	70
5311003038	154 MONTEREY RD	Residential High Density	45	70
5311003039	150 MONTEREY RD	Residential High Density	45	70
5311003040	142 MONTEREY RD	Residential High Density	45	70
5311004018	254 MONTEREY RD	Residential High Density	45	70
5311004019	242 MONTEREY RD	Residential High Density	45	70
5311004020	236 MONTEREY RD	Residential High Density	45	70
5311004023	222 MONTEREY RD	Residential High Density	45	70
5311004026	202 MONTEREY RD	Residential High Density	45	70
5311004027	216 MONTEREY RD	Residential High Density	45	70
5311004030	230 MONTEREY RD A	Residential High Density	45	70
5311010001	185 MONTEREY RD	Residential Medium Density	30	70
5311010002	187 MONTEREY RD	Residential Medium Density	30	70
5311010006	201 MONTEREY RD	Residential Medium Density	30	70

5311010007	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5311010008	237 MONTEREY RD	Residential Medium Density	30	70
5311010009	219 MONTEREY RD	Residential Medium Density	30	70
5311010010	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5311010011	239 MONTEREY RD	Residential Medium Density	30	70
5311010012	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5311010015	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5311010016	245 MONTEREY RD	Residential Medium Density	30	70
5311010052	241 MONTEREY RD NO A	Residential Medium Density	30	70
5311010075	191 MONTEREY RD I	Residential Medium Density	30	30
5311012004	309 MONTEREY RD	Residential Medium Density	30	70
5311012018	265 MONTEREY RD	Residential Medium Density	30	70
5311012020	317 MONTEREY RD	Residential Medium Density	30	70
5311015028	155 MONTEREY RD	Residential Medium Density	30	70
5311015029	157 MONTEREY RD	Residential Medium Density	30	70
5311015030	163 MONTEREY RD	Residential Medium Density	30	70
5311015035	181 MONTEREY RD	Residential Medium Density	30	70
5311015048	167 MONTEREY RD NO A	Residential Medium Density	30	70
5312002002	92 MONTEREY RD	Residential High Density	45	70
5312002003	90 MONTEREY RD	Residential High Density	45	70
5312002004	86 MONTEREY RD	Residential High Density	45	70
5312002005	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5312002006	84 MONTEREY RD	Residential High Density	45	70
5312002007	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5312002008	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5312002009	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5312002023	96 MONTEREY RD B	Residential High Density	45	70
5312002025	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5313003039	640 ARROYO DR	Residential Medium Density	30	70
5313003040	648 ARROYO DR	Residential Medium Density	30	70
5313003041	654 ARROYO DR	Residential Medium Density	30	70
5313003042	660 ARROYO DR	Residential Medium Density	30	70
5313003045	664 ARROYO DR	Residential Medium Density	30	70
5313004018	501 MAGNOLIA ST	Residential Medium Density	30	70

5313004030	801 FOREST AVE	Residential Medium Density	30	70
5313004031	805 FOREST AVE	Residential Medium Density	30	70
5313004032	809 FOREST AVE	Residential Medium Density	30	70
5313004033	454 MISSION ST	Residential Medium Density	30	70
5313004034	444 MISSION ST	Residential Medium Density	30	70
5313004035	440 MISSION ST	Residential Medium Density	30	70
5313004036	430 MISSION ST	Residential Medium Density	30	70
5313004037	426 MISSION ST	Residential Medium Density	30	70
5313004038	422 MISSION ST	Residential Medium Density	30	70
5313004039	418 MISSION ST	Residential Medium Density	30	70
5313004040	408 MISSION ST	Residential Medium Density	30	70
5313004041	822 ARROYO DR	Residential Medium Density	30	70
5313004042	816 ARROYO DR	Residential Medium Density	30	70
5313004043	812 ARROYO DR	Residential Medium Density	30	70
5313004044	808 ARROYO DR	Residential Medium Density	30	70
5313004045	804 ARROYO DR	Residential Medium Density	30	70
5313004046	800 ARROYO DR	Residential Medium Density	30	70
5313004047	700 ARROYO DR	Residential Medium Density	30	70
5313004048	706 ARROYO DR	Residential Medium Density	30	70
5313004049	710 ARROYO DR	Residential Medium Density	30	70
5313004050	411 MAGNOLIA ST	Residential Medium Density	30	70
5313004051	421 MAGNOLIA ST	Residential Medium Density	30	70
5313004052	423 MAGNOLIA ST	Residential Medium Density	30	70
5313004053	427 1/2 MAGNOLIA ST	Residential Medium Density	30	70
5313009008	347 PASADENA AVE	Residential Medium Density	30	70
5313009009	349 PASADENA AVE	Residential Medium Density	30	70
5313009010	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5313009011	355 PASADENA AVE	Residential Medium Density	30	70
5313009012	401 MISSION ST	Residential Medium Density	30	70
5313009013	403 MISSION ST	Residential Medium Density	30	70
5313009014	409 MISSION ST	Residential Medium Density	30	70
5313009015	361 PASADENA AVE	Residential Medium Density	30	70
5313009016	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5313009017	413 MISSION ST	Residential Medium Density	30	70

5313009018	421 MISSION ST	Residential Medium Density	30	70
5313009019	915 INDIANA AVE	Residential Medium Density	30	70
5313009021	925 INDIANA AVE	Residential Medium Density	30	70
5313009022	418 EL CENTRO ST	Residential Medium Density	30	70
5313009023	929 INDIANA AVE	Residential Medium Density	30	70
5313009024	410 EL CENTRO ST	Residential Medium Density	30	70
5313009026	341 PASADENA AVE	Residential Medium Density	30	70
5313009027	339 PASADENA AVE	Residential Medium Density	30	70
5313009028	337 PASADENA AVE	Residential Medium Density	30	70
5313009029	350 EL CENTRO ST	Residential Medium Density	30	70
5313009030	352 EL CENTRO ST	Residential Medium Density	30	70
5313009031	356 EL CENTRO ST	Residential Medium Density	30	70
5313009032	343 PASADENA AVE	Residential Medium Density	30	70
5313009034	402 EL CENTRO ST UNIT 1	Residential Medium Density	30	70
5313010021	320 PASADENA AVE UNIT 1	Residential High Density	45	70
5313010047	1004 ARROYO DR	Residential High Density	45	70
5313010048	322 S PASADENA AVE	Residential High Density	45	70
5313010049	1000 ARROYO DR APT 000A	Residential High Density	45	70
5313010050	326 PASADENA AVE	Residential High Density	45	70
5313010051	328 PASADENA AVE	Residential High Density	45	70
5313010052	330 PASADENA AVE	Residential High Density	45	70
5313010053	332 PASADENA AVE	Residential High Density	45	70
5313010054	940 ARROYO DR	Residential High Density	45	70
5313010055	938 ARROYO DR	Residential High Density	45	70
5313010056	334 PASADENA AVE	Residential High Density	45	70
5313010057	934 ARROYO DR	Residential High Density	45	70
5313010058	336 PASADENA AVE	Residential High Density	45	70
5313010059	932 ARROYO DR APT 0005	Residential High Density	45	70
5313010060	340 PASADENA AVE	Residential High Density	45	70
5313010061	928 ARROYO DR	Residential High Density	45	70
5313010062	342 PASADENA AVE	Residential High Density	45	70
5313010063	916 ARROYO DR	Residential High Density	45	70
5313010064	350 PASADENA AVE	Residential High Density	45	70
5313010065	390 PASADENA AVE	Residential High Density	45	70



5313010068	900 ARROYO DR UNIT 1	Residential High Density	45	70
5313011001	316 PASADENA AVE	Residential High Density	45	70
5313011004	308 PASADENA AVE	Residential High Density	45	70
5313011008	1020 ARROYO DR	Residential High Density	<Null>	<Null>
5313011016	314 PASADENA AVE NO 1	Residential High Density	45	70
5313012001	331 PASADENA AVE	Residential Medium Density	30	70
5313012002	329 PASADENA AVE	Residential Medium Density	30	70
5313012003	325 PASADENA AVE	Residential Medium Density	30	70
5313012004	321 PASADENA AVE	Residential Medium Density	30	70
5313012005	317 PASADENA AVE	Residential Medium Density	30	70
5313012006	315 PASADENA AVE	Residential Medium Density	30	70
5313012010	314 HAWTHORNE ST	Residential Medium Density	30	70
5313012011	320 HAWTHORNE ST	Residential Medium Density	30	70
5313012012	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5313012013	1027 DORAN ST	Residential Medium Density	30	70
5313012014	1029 DORAN ST	Residential Medium Density	30	70
5313012015	1031 DORAN ST	Residential Medium Density	30	70
5313012016	322 HAWTHORNE ST	Residential Medium Density	30	70
5313012017	324 HAWTHORNE ST	Residential Medium Density	30	70
5313012018	1025 DORAN ST	Residential Medium Density	30	70
5313012019	332 HAWTHORNE ST	Residential Medium Density	30	70
5313012020	334 HAWTHORNE ST	Residential Medium Density	30	70
5313012021	340 HAWTHORNE ST	Residential Medium Density	30	70
5313017009	319 HAWTHORNE ST	Residential High Density	45	70
5313017010	334 MONTEREY RD	Residential High Density	45	70
5313017011	344 MONTEREY RD	Residential High Density	45	70
5313017013	331 HAWTHORNE ST	Residential High Density	45	70
5313017014	333 HAWTHORNE ST	Residential High Density	45	70
5313017017	341 HAWTHORNE ST	Residential High Density	45	70
5313017019	345 HAWTHORNE ST	Residential High Density	45	70
5313017020	368 MONTEREY RD	Residential High Density	45	70
5313017021	ADDRESS NOT AVAILABLE	Residential High Density	45	70
5313017022	372 MONTEREY RD APT 1	Residential High Density	45	70
5313017023	372 MONTEREY RD APT 17	Residential High Density	45	70

5313017024	400 MONTEREY RD	Residential High Density	45	70
5313017025	406 MONTEREY RD	Residential High Density	45	70
5313017026	1105 INDIANA AVE	Residential High Density	45	70
5313017027	412 MONTEREY RD	Residential High Density	45	70
5313017028	424 MONTEREY RD	Residential High Density	45	70
5313017031	354 MONTEREY RD NO A	Residential High Density	45	70
5313017038	314 MONTEREY RD APT 0007	Residential High Density	45	70
5313017063	358 MONTEREY RD	Residential High Density	45	70
5313017067	337 HAWTHORNE ST	Residential High Density	45	70
5313017802	1101 INDIANA AVE	Residential High Density	45	70

AIN	Site Address	Zoning Classification	Existing Density (DU/Acre)	Proposed Density (DU/Acre)
5319004021	1407 FAIR OAKS AVE	Residential High Density	45	70
5319004022	1411 FAIR OAKS AVE	Residential High Density	45	70
5319004035	1415 FAIR OAKS AVE	Residential High Density	45	70
5319004036	1421 FAIR OAKS AVE	Residential High Density	45	70
5319004037	1425 FAIR OAKS AVE	Residential High Density	45	70
5319005021	1505 FAIR OAKS AVE	Residential High Density	45	70
5319005022	1509 FAIR OAKS AVE	Residential High Density	45	70
5319005023	1517 FAIR OAKS AVE	Residential High Density	45	70
5319005024	1525 FAIR OAKS AVE	Residential High Density	45	70
5319006005	1615 FAIR OAKS AVE	Residential High Density	45	70
5319006025	1540 LAUREL ST	Residential High Density	45	70
5319006027	1609 FAIR OAKS AVE	Residential High Density	45	70
5319006034	1515 OAK ST UNIT 25	Residential High Density	45	70
5319007001	1509 LAUREL ST	Residential High Density	45	70
5319007043	1520 SPRUCE ST NO 8	Residential High Density	45	70
5319007048	1715 FAIR OAKS AVE UNIT 1	Residential High Density	45	70
5319008009	1811 FAIR OAKS AVE	Residential High Density	45	70
5319008018	1801 FAIR OAKS AVE UNIT A	Residential High Density	45	70
5319018001	1171 HUNTINGTON DR A	Residential High Density	45	70
5319018002	1163 HUNTINGTON DR	Residential High Density	45	70
5319018004	1155 HUNTINGTON DR	Residential High Density	45	70
5319018005	1149 HUNTINGTON DR	Residential High Density	45	70
5319018006	1145 HUNTINGTON DR	Residential High Density	45	70
5319018011	1127 HUNTINGTON DR	Residential High Density	45	70
5319018012	1125 HUNTINGTON DR	Residential High Density	45	70
5319018013	1119 HUNTINGTON DR	Residential High Density	45	70
5319018015	1111 HUNTINGTON DR	Residential High Density	45	70
5319018016	1314 ALHAMBRA RD	Residential High Density	45	70
5319018017	1107 HUNTINGTON DR	Residential High Density	45	70
5319018018	1101 HUNTINGTON DR	Residential High Density	45	70
5319018019	1139 HUNTINGTON DR	Residential High Density	45	70
5319018020	1133 HUNTINGTON DR	Residential High Density	45	70

5319018022	1159 HUNTINGTON DR	NO 1	Residential High Density	45	70
5319018029	1115 HUNTINGTON DR	NO C	Residential High Density	45	70
5319019007	1313 HUNTINGTON DR		Residential High Density	45	70
5319019008	1305 HUNTINGTON DR		Residential High Density	45	70
5319019009	1301 HUNTINGTON DR		Residential High Density	45	70
5319019013	1247 HUNTINGTON DR		Residential High Density	45	70
5319019014	1243 HUNTINGTON DR		Residential High Density	45	70
5319019015	1237 HUNTINGTON DR		Residential High Density	45	70
5319019016	1231 HUNTINGTON DR		Residential High Density	45	70
5319019019	1219 HUNTINGTON DR		Residential High Density	45	70
5319019021	1207 HUNTINGTON DR		Residential High Density	45	70
5319019027	1263 HUNTINGTON DR		Residential High Density	45	70
5319019040	1227 HUNTINGTON DR	NO A	Residential High Density	45	70
5319019045	1223 HUNTINGTON DR	NO C	Residential High Density	45	45
5319019056	1211 HUNTINGTON DR	NO D	Residential High Density	45	70
5319019061	1201 HUNTINGTON DR		Residential High Density	45	70
5319019064	1253 HUNTINGTON DR	A	Residential High Density	45	70
5319020012	1308 HUNTINGTON DR		Residential Medium Density	30	70
5319020013	1300 PINE ST		Residential Medium Density	30	70
5319035002	1250 HUNTINGTON DR		Residential High Density	45	70
5319035003	1236 HUNTINGTON DR		Residential High Density	45	70
5319035012	1234 HUNTINGTON DR	NO 7	Residential High Density	45	70
5319035013	1230 HUNTINGTON DR		Residential High Density	45	70
5319035014	1226 HUNTINGTON DR		Residential High Density	45	70
5319035015	1240 1/2 HUNTINGTON DR		Residential High Density	45	70
5319036016	1216 HUNTINGTON DR		Residential High Density	45	70
5319036017	1210 HUNTINGTON DR		Residential High Density	45	70
5319036018	1206 HUNTINGTON DR		Residential High Density	45	70
5319036019	1200 HUNTINGTON DR		Residential High Density	45	70
5319036021	1220 HUNTINGTON DR	UNIT 2	Residential High Density	45	70
5319037001	1170 HUNTINGTON DR		Residential High Density	45	70
5319037002	1160 HUNTINGTON DR		Residential High Density	45	70
5319037003	1156 HUNTINGTON DR		Residential High Density	45	70
5319037004	1152 HUNTINGTON DR		Residential High Density	45	70

5319037005	1150 HUNTINGTON DR	Residential High Density	45	70
5319037006	1144 HUNTINGTON DR	Residential High Density	45	70
5319037007	1140 HUNTINGTON DR	Residential High Density	45	70
5319038001	1136 HUNTINGTON DR	Residential High Density	45	70
5319038008	1014 KENDALL AVE	Residential High Density	45	70
5319038018	1100 HUNTINGTON DR	Residential High Density	45	70
5319038020	1120 HUNTINGTON DR	Residential High Density	45	70
5319038022	1130 HUNTINGTON DR NO A	Residential High Density	45	70
5319038028	1128 HUNTINGTON DR A	Residential High Density	45	70
5320007019	1611 OAK ST	Residential High Density	45	70
5320007020	1600 FAIR OAKS AVE	Residential High Density	45	70
5320007021	1612 FAIR OAKS AVE	Residential High Density	45	70
5320007022	1616 FAIR OAKS AVE	Residential High Density	45	70
5320008024	1700 FAIR OAKS AVE	Residential High Density	45	70
5320008025	1714 FAIR OAKS AVE	Residential High Density	45	70
5320008026	1612 SPRUCE ST	Residential High Density	45	70
5320009005	1656 HUNTINGTON DR	Residential High Density	45	70
5320009006	1652 HUNTINGTON DR	Residential High Density	45	70
5320009008	1644 HUNTINGTON DR	Residential High Density	45	70
5320009010	1636 HUNTINGTON DR	Residential High Density	45	70
5320009015	1620 HUNTINGTON DR	Residential High Density	45	70
5320009017	1612 HUNTINGTON DR	Residential High Density	45	70
5320009022	1611 SPRUCE ST	Residential High Density	45	70
5320009024	1800 FAIR OAKS AVE	Residential High Density	45	70
5320009028	1628 HUNTINGTON DR	Residential High Density	45	70
5320010001	1631 HUNTINGTON DR	Residential High Density	45	70
5320010002	1637 HUNTINGTON DR	Residential High Density	45	70
5320010003	1645 HUNTINGTON DR	Residential High Density	45	70
5320010005	1901 MARENGO AVE	Residential High Density	45	70
5320011001	1601 HUNTINGTON DR	Residential High Density	45	70
5320011002	1912 PRIMROSE AVE	Residential High Density	45	70
5320011003	1611 HUNTINGTON DR	Residential High Density	45	70
5320011004	1619 HUNTINGTON DR	Residential High Density	45	70
5320017015	1908 MARENGO AVE	Residential Medium Density	30	70

5320018001	1731 HUNTINGTON DR	Residential Medium Density	30	70
5320018003	1721 HUNTINGTON DR	Residential Medium Density	30	70
5320018004	1717 HUNTINGTON DR	Residential Medium Density	30	70
5320018006	1709 HUNTINGTON DR	Residential Medium Density	30	70
5320018007	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5320018024	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5320018026	1907 LEMAN ST A	Residential Medium Density	30	70
5320020001	1827 HUNTINGTON DR	Residential Medium Density	30	70
5320020003	1811 HUNTINGTON DR	Residential Medium Density	30	70
5320020004	1809 HUNTINGTON DR APT 000G	Residential Medium Density	30	70
5320020006	1801 HUNTINGTON DR	Residential Medium Density	30	70
5320021003	1823 MILAN AVE	Residential Medium Density	30	70
5320021004	1744 HUNTINGTON DR	Residential Medium Density	30	70
5320021007	1740 HUNTINGTON DR	Residential Medium Density	30	70
5320021009	1730 HUNTINGTON DR	Residential Medium Density	30	70
5320021014	1718 HUNTINGTON DR	Residential Medium Density	30	70
5320021020	1814 MARENGO AVE	Residential Medium Density	30	70
5320021021	1700 HUNTINGTON DR	Residential Medium Density	30	70
5320021023	1708 HUNTINGTON DR	Residential Medium Density	30	70
5320021024	1720 HUNTINGTON DR	Residential Medium Density	30	70
5320021025	1724 HUNTINGTON DR	Residential Medium Density	30	70
5320031012	1922 HUNTINGTON DR	Residential Medium Density	30	70
5320031013	1916 HUNTINGTON DR	Residential Medium Density	30	70
5320031014	1910 HUNTINGTON DR	Residential Medium Density	30	70
5320031015	1900 HUNTINGTON DR APT 000B	Residential Medium Density	30	70
5321007018	1946 HUNTINGTON DR	Residential Medium Density	30	70
5321008016	1974 HUNTINGTON DR SOUTH	Residential Medium Density	30	70
5321008017	1825 WAYNE AVE	Residential Medium Density	30	70
5321008049	1962 HUNTINGTON DR	Residential Medium Density	30	70
5321011006	1822 WAYNE AVE	Residential Medium Density	30	70
5321011007	2008 HUNTINGTON DR	Residential Medium Density	30	70
5321011008	2012 HUNTINGTON DR NO 2	Residential Medium Density	30	70
5321012008	2044 HUNTINGTON DR	Residential Medium Density	30	70
5321012017	2036 HUNTINGTON DR	Residential Medium Density	30	70

5321012018	1822 CAMDEN AVE	Residential Medium Density	30	70
5321013001	1725 LA SENDA PL	Residential Medium Density	30	70
5321013002	1721 LA SENDA PL	Residential Medium Density	30	70
5321013003	1717 LA SENDA PL	Residential Medium Density	30	70
5321013004	1713 LA SENDA PL	Residential Medium Density	30	70
5321013005	1707 LA SENDA PL	Residential Medium Density	30	70
5321013006	1705 LA SENDA PL	Residential Medium Density	30	70
5321013007	1703 LA SENDA PL	Residential Medium Density	30	70
5321013009	2067 OAK ST	Residential Medium Density	30	70
5321013010	2065 OAK ST	Residential Medium Density	30	70
5321014001	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5321014002	1749 LA SENDA PL	Residential Medium Density	30	70
5321014003	1745 LA SENDA PL	Residential Medium Density	30	70
5321014004	1741 LA SENDA PL	Residential Medium Density	30	70
5321014005	1737 LA SENDA PL	Residential Medium Density	30	70
5321014006	1733 LA SENDA PL	Residential Medium Density	30	70
5321014007	1731 LA SENDA PL	Residential Medium Density	30	70
5321014012	2070 HUNTINGTON DR	Residential Medium Density	30	70
5321014017	1806 COURT AVE	Residential Medium Density	30	70
5321014018	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5321015005	2120 HUNTINGTON DR	Residential Medium Density	30	70
5321015006	2114 HUNTINGTON DR	Residential Medium Density	30	70
5321015007	2100 HUNTINGTON DR	Residential Medium Density	30	70
5321015008	1730 LA SENDA PL	Residential Medium Density	30	70
5321015009	1724 LA SENDA PL	Residential Medium Density	30	70
5321015010	1720 LA SENDA PL	Residential Medium Density	30	70
5321015011	1714 LA SENDA PL	Residential Medium Density	30	70
5321015012	1712 LA SENDA PL	Residential Medium Density	30	70
5321015013	1708 LA SENDA PL	Residential Medium Density	30	70
5321015014	1704 LA SENDA PL	Residential Medium Density	30	70
5321015015	1701 GARFIELD AVE	Residential Medium Density	30	70
5321015016	1707 GARFIELD AVE	Residential Medium Density	30	70
5321015017	1709 GARFIELD AVE	Residential Medium Density	30	70
5321015018	1713 GARFIELD AVE	Residential Medium Density	30	70

5321017003	2035 HUNTINGTON DR	Residential Medium Density	30	70
5321017004	2032 PINE ST	Residential Medium Density	30	70
5321017006	ADDRESS NOT AVAILABLE	Residential Medium Density	30	70
5321017008	2045 HUNTINGTON DR	Residential Medium Density	30	70
5321017009	2051 HUNTINGTON DR	Residential Medium Density	30	70
5321017010	2042 PINE ST	Residential Medium Density	30	70
5321017011	2046 PINE ST	Residential Medium Density	30	70
5321017013	2038 PINE ST	Residential Medium Density	30	70
5321018001	2100 PINE ST	Residential Medium Density	30	70
5321018002	2104 PINE ST	Residential Medium Density	30	70
5321018003	2108 PINE ST	Residential Medium Density	30	70
5321018004	2112 PINE ST	Residential Medium Density	30	70
5321018005	2122 PINE ST	Residential Medium Density	30	70
5321018006	2111 HUNTINGTON DR	Residential Medium Density	30	70
5321018007	1813 OLIVE AVE	Residential Medium Density	30	70
5321018008	1817 OLIVE AVE	Residential Medium Density	30	70
5321018009	1821 OLIVE AVE	Residential Medium Density	30	70
5321018010	1825 OLIVE AVE	Residential Medium Density	30	70
5321018011	2107 HUNTINGTON DR	Residential Medium Density	30	70
5321018012	2101 HUNTINGTON DR	Residential Medium Density	30	70
5321018013	2107 HUNTINGTON DR APT A	Residential Medium Density	30	70
5321018014	2107 HUNTINGTON DR UNIT B	Residential Medium Density	30	70
5321018015	2101 HUNTINGTON DR UNIT A	Residential Medium Density	30	70
5321018016	2107 HUNTINGTON DR UNIT C	Residential Medium Density	30	70
5321018017	2101 HUNTINGTON DR APT B	Residential Medium Density	30	70
5321018020	2105 HUNTINGTON DR A	Residential Medium Density	30	70
5321018025	2103 HUNTINGTON DR	Residential Medium Density	30	70
5321018026	2105 HUNTINGTON DR	Residential Medium Density	30	70
5321019012	2130 PINE ST	Residential Medium Density	30	70
5321019013	2136 PINE ST	Residential Medium Density	30	70
5321019014	1828 OLIVE AVE	Residential Medium Density	30	70
5321019015	1824 OLIVE AVE	Residential Medium Density	30	70
5321019016	1820 OLIVE AVE	Residential Medium Density	30	70
5321019017	1816 OLIVE AVE	Residential Medium Density	30	70



5321019018	1812 OLIVE AVE	Residential Medium Density	30	70
5321019019	1808 OLIVE AVE	Residential Medium Density	30	70
5321019020	1804 OLIVE AVE	Residential Medium Density	30	70
5321019021	1800 OLIVE AVE	Residential Medium Density	30	70

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**ATTACHMENT 10**

RESOLUTION P.C. 24-02

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**P.C. RESOLUTION NO. 24-02**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA, CALIFORNIA, RECOMMENDING THE CITY COUNCIL ADOPT A GENERAL PLAN AMENDMENT, ZONING TEXT AMENDMENT, AND ZONING MAP AMENDMENT TO SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) RELATED TO INCREASED DENSITY AND ESTABLISHING THE HOUSING OPPORTUNITY OVERLAY AND HOUSING OPPORTUNITY OVERLAY ZONE, ALLOWING UP TO 70 DWELLING UNITS PER ACRE ON SELECTED PARCELS IN THE OSTRICH FARM MIXED-USE AREA AND THE HUNTINGTON DRIVE MIXED-USE AREA, AS DESCRIBED IN THE ADOPTED 6<sup>TH</sup> CYCLE HOUSING ELEMENT.**

**WHEREAS**, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

**WHEREAS**, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. The City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 which required the City to update the Housing Element for the 6<sup>th</sup> Cycle (2021-2029); and

**WHEREAS**, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State Law for failing to have adopted a compliant Housing Element by October 15, 2021 (*Californians for Homeownership v. City of South Pasadena*), LASC Case Nos. 22STCP01388 & 22STCP01161); and

**WHEREAS**, the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit, which was adopted by the Court as a Stipulated Judgement; and

**WHEREAS**, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element; and

**WHEREAS**, on September 27, 2023, the City Council adopted an updated General Plan, created the Downtown Specific Plan, and adopted zoning amendments in support of the Housing Element; and

**WHEREAS**, on January 17, 2024, the City Council adopted a General Plan Amendment and Zoning Text Amendment to increase residential density in the

Residential Medium zone to 30 units per acre and to increase residential density in the Residential High zone to 45 units per acre; and

**WHEREAS**, the City has worked diligently to implement Housing Element programs, including adopting a new General Plan, Downtown Specific Plan and rezoning and

**WHEREAS**, on February 13, 2024, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation, staff report, public testimony, and Planning Commission discussion; and

**WHEREAS**, all legal prerequisites to the adoption of this Resolution have occurred.

**NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1: RECITALS**. The above recitals are hereby declared to be true and correct and are incorporated herein as findings of the South Pasadena Planning Commission.

**SECTION 2: EVIDENCE AND PUBLIC TESTIMONY**. Based upon substantial evidence presented to the Planning Commission during the Public Hearing, including public testimony and written and oral staff reports, along with the environmental documentation, the Planning Commission finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the proposed General Plan Amendment, Zone Text Amendment, and Zoning Map Amendment comply with the Housing Goals and residential densities prescribed in the 2021-2029 (6<sup>th</sup> Cycle) Housing Element and updated General Plan.

**SECTION 3: CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**. The Planning Commission finds that pursuant to Government Code Section 65759, “[t]he California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code, does not apply to any action necessary to bring its general plan or relevant mandatory elements of the plan into compliance with any court order or judgment under this article.” The proposed General Plan Amendment, Zoning Text Amendment, and Zoning Map Amendment (Project) are actions necessary to bring the City’s General Plan, Housing Element, and Zoning into conformance with the court order from the Californians for Homeownership litigation, and thus are not subject to CEQA. Further, impacts associated with the adopted

Housing Element and rezoning actions contemplated therein, were analyzed in the Housing Element Environmental Assessment as required by Government Code Section 65759(a)(2), which was adopted in conjunction with the Housing Element on March 30, 2023, through Resolution 7817.

**SECTION 4: GENERAL PLAN FINDINGS.** South Pasadena Municipal Code (SPMC) Section 36.620.070(A) stipulates that a General Plan Amendment may be approved only if certain findings are met:

1. *The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed General Plan Amendment is internally consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6<sup>th</sup> Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the project would support the following:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA (“...Additional zoning capacity will be achieved through the adoption of the Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City’s arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...”).*

The Housing Element is one of the elements required by State law. Adopting a General Plan Amendment that implements the policies and programs of the 2021-2029 Housing Element would make the documents internally consistent and would support the City’s goals to plan for more housing opportunities. Therefore, the Planning Commission can make this finding in support of the Project.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City;*

The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve further consistency with the adopted 2021-2029 Housing Element, specifically the Housing Opportunity Overlay which would allow residential densities of up to 70 units per acre on certain parcels in the Ostrich Farm Mixed-Use Area as shown in Housing Element Figures A-3.a, A-3.b, and A-3.c; and the Huntington Drive Mixed Use Area as shown in Housing Element Figures A-3.d, A-3.e, A-3.f, A-3.g, and A-3.h, consistent with Housing Element

Program 3.a. The General Plan Amendment would complete the rezoning contemplated by current Housing Element Program 3.a Rezone and Redesignate Sites to Meet RHNA. Therefore, the Planning Commission can make this finding in support of the Project.

3. *If applicable, the site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated project.*

The General Plan Amendment would create the Housing Opportunity Overlay land use designation and would apply to specific parcels designated as Medium Intensity and High Intensity in the Ostrich Farm Mixed-Use Area and the Huntington Drive Mixed-Use Areas as described in the Housing Element. Parcels affected by this General Plan Amendment can be found in Exhibits B and C to the Resolution. This action is being taken to implement the policies and programs of the 2021-2029 Housing Element and to support the production of housing. Areas affected by the proposed General Plan Amendment are served by applicable utilities and have adequate site access. Any development that may occur would be subject to the City's development standards and review process, taking into account the unique aspects of specific development sites. As the proposed General Plan Amendment supports the adopted Housing Element, and as any future development would require separate approval including adherence to all development codes, the Planning Commission can make this finding.

As stated above, the Planning Commission can make all of the necessary findings listed in SPMC Chapter 36.620.070(A) to adopt the General Plan Amendment.

**SECTION 5: ZONING TEXT AMENDMENT AND ZONING MAP AMENDMENT FINDINGS.** South Pasadena Municipal Code (SPMC) Section 36.620.070(B) stipulates that a Zoning Text Amendment and Zoning Map Amendment may be approved if the following findings are met:

1. *Findings required for all Zoning Code/Map amendments;*
  - a. *The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;*

The proposed Zoning Text Amendment is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the Zoning Text Amendment would implement Housing Element Program 3.a (Rezone and Redesignate Sites to Meet RHNA). As the Housing Element is one of the General Plan elements required under state law, the proposed change in density for the applicable parcels would be consistent with the General Plan since the Housing Element is part of the General



Plan. The Project would also support the following additional General Plan policies and Housing Element Goals/Programs:

Housing Element Goal 3.0: *Provide opportunities to increase housing production.*

Housing Element Program 3.a: *Rezone and Redesignate Sites to Meet RHNA. (“...Additional zoning capacity will be achieved through the adoption of the Downtown Specific Plan (DTSP) and the expansion of mixed-use areas along the City’s arterial corridors either through inclusion within the DTSP or through a zoning overlay district. Allowable densities within these mixed-use areas will be 70 du/ac...comparable Zoning Code revisions outside of the DTSP area will implement this program...”).*

Given that the Zoning Text Amendment would implement Housing Element Goal 3.0 and Housing Element Program 3.a, the Planning Commission can make this finding in support of the Project.

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City;*

The Zoning Text Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would increase internal consistency between the Housing Element, General Plan, and Zoning Ordinance, and supports the City’s goal to facilitate the production of housing. Therefore, the Planning Commission can make this finding.

- 2. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.*

The proposed Zoning Text Amendment is internally consistent with other applicable provisions of the Zoning Code. Any development slated for the Subject Parcels would be subject to the applicable development standards listed in the SPMC. Therefore, the Planning Commission can make this finding.

- 3. Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.*

The proposed Zoning Map Amendment would apply to certain Subject Parcels located in the Ostrich Farm Mixed-Use Area and Huntington Drive Mixed-Use Area. The Subject Parcels are located on public streets with suitable access that are served by required utilities. The Zoning Map

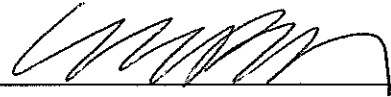
Amendment would create a Housing Opportunity Overlay Zone in areas where other parcels designated for mixed-use and higher residential densities are located or envisioned. Therefore, the Planning Commission can make this finding in support of the project.

Upon review of the Ostrich Farm Mixed Use Area, the Planning Commission recommended inclusion of the following three parcels along Monterey Road within the Overlay: [APNs: 5311-015-035, 5311-010-001, and 5311-010-002]. Exhibit B incorporates the parcels as recommended by the Planning Commission. The Planning Commission hereby makes all of the necessary findings listed in SPMC Chapter 36.620.070(B) to recommend the City Council adopt the Zone Text Amendment and Zoning Map Amendment.

**SECTION 6: RECOMMENDATION.** Based upon the foregoing, the Planning Commission recommends that the City Council:

- A. Adopt a Resolution to amend the General Plan and General Plan Land Use Map creating the Housing Opportunity (HO) Overlay land use designation; including application to three additional parcels along Monterey Road as noted above; and
- B. Adopt an Ordinance to approve a Zoning Text Amendment and Zoning Map Amendment to implement the necessary changes to the SMPC consistent with the 2021-2029 Housing Element Housing Programs as set forth in Exhibit A of the Resolution creating the Housing Opportunity Overlay zone, including application to three additional parcels along Monterey Road as noted above.

**PASSED, APPROVED, AND ADOPTED** on this 13<sup>th</sup> day of February, 2024.



\_\_\_\_\_  
Lisa Padilla, Planning Commission Chair

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mark Perez, Deputy City Clerk

\_\_\_\_\_  
David Snow, Assistant City Attorney

**I HEREBY CERTIFY** the foregoing Resolution No. 24-02 was duly adopted by the Planning Commission of the City of South Pasadena, California, at a regular meeting held on the 13<sup>th</sup> day of February, 2024, by the following vote:

**AYES:** CLAYPOOL, BARTHAKUR, GALLATIN, PADILLA, DAHL

**NOES:**

**ABSENT:**

**ABSTAINED:**

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Mark Perez, Deputy City Clerk

Exhibits:

- A. Draft General Plan Amendment (Exhibit A-1), Draft Ordinance (Exhibit A-2), and Redline Exhibit (Exhibit A-3).
- B. Ostrich Farm Mixed-Use Area
- C. Huntington Drive Mixed-Use Area



# City Council Agenda Report

ITEM NO. 16.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** Angelica Frausto-Lupo, Community Development Director  
Leah Demarest, Senior Planner for Housing Programs

**SUBJECT:** **Consideration of Approval of the Development and Implementation of a Rental Housing Registration Program and Authorize a Software Upgrade for an Online Registry**

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### Recommendation

It is recommended that the City Council consider the approval of the development and implementation of a rental housing registration program and authorize Staff to move forward with the software upgrade with TruePoint Solutions.

### Executive Summary

The City of South Pasadena's 2021-2029 Housing Element contains four tenant protection programs as part of Goal 6.0, *Expand and strengthen tenant protections for South Pasadena's existing renters*. The City has made progress towards the fulfillment of this goal over the last several months, and staff is recommending the City Council direct staff to move forward with the development of a rent registry program.

### Background

In the 2021-2029 Housing Element, the City commits to the expansion of tenant protections, making the following statement:

*South Pasadena renters are important members of the community and make up about 53.5% of the city's population. The City's efforts to advance housing that is affordable to people of all income levels must include not only longer-term strategies like facilitating housing production, but also policies and programs that help South Pasadena's existing renters remain in (or return to) their homes and their broader community.*

In particular, the Housing Element contains the following four tenant protection programs as part of Goal 6.0, *Expand and strengthen tenant protections for South Pasadena's existing renters*:

- Program 6.a – Rent Registry

## Tenant Protections Programs – Rent Registry

March 6, 2024

Page 2 of 4

- Program 6.b – Right to Return Policy
- Program 6.c – Relocation Assistance
- Program 6.d – Rent Stabilization

Over the last several months, Housing Division staff has made progress in advancing tenant protections in South Pasadena. For instance, after extensive research and community outreach, the City adopted an amended Just Cause for Eviction Ordinance on November 15, 2023. This permanent ordinance, which went into effect on December 15, 2023, removed substantial remodel as a no-fault just cause for terminating a tenancy and established tenant protections for necessary and substantial repairs and tenant buyout agreements.

While not included in the Housing Element as a tenant protection program, the City's amendment of the Just Cause for Eviction Ordinance aligns with the broader goal of expanding and strengthening tenant protections for South Pasadena's existing renters. Importantly, it responded to concerns expressed by renters about their displacement from their homes and, oftentimes, South Pasadena due to remodeling of their units.

Housing Division staff is recommending moving forward with the Housing Element's tenant protection programs, starting with the proposed rental registration program outlined in Program 6.a. Building upon the City's existing infrastructure, the program will enable the City to collect data on and monitor its rental housing inventory.

Meanwhile, staff is also proceeding with research and development of Program 6.d, a proposed rent stabilization program. On February 5, 2024, staff released a Request for Proposals (RFP) for a Rent Stabilization Analysis and Program Design, with proposals due on March 21, 2024. With this solicitation, the intent is for the City to enter into a professional services contract, subject to City Council approval, with the selected consultant to provide the following services:

- Analysis of a local rent stabilization program;
- Community engagement;
- Proposed local rent stabilization program;
- Presentation(s) to the City Council of the analysis and proposed program design.

Should the City Council adopt a rent stabilization ordinance in the future, the rent registry described here would be enhanced to address the monitoring functions of the rent stabilization ordinance.

### **Analysis**

In Housing Element Program 6.a, the City commits to staff's research, development, and proposal to the City Council of a local rent registry program. The program would require owners of certain rental property types to register their units and, after a period of transition during which staff recommends registration fees be waived, pay a per-unit

registration fee on an annual basis. Used to collect and track data on rental properties and units, the rental housing registration program will serve as a database of the City's rental housing inventory. In alignment with the Program 1.c in the Housing Element, the rental housing registration component will include a self-certified inspection checklist for property owners to ensure safe, habitable, and stable living conditions for South Pasadena's renters.

The rental registration program will be implemented in phases. The first phase entails working with TruePoint Solutions, Inc., the City's existing vendor for the implementation of Accela, an online case management and electronic permitting system, to add a rental housing registration component to this system.

- **Phase 1: Program design.** Staff works with TruePoint Solutions, Inc. to configure the rental housing registration module in Accela. Staff is starting with a focus on back-end development, as the City has the capacity and infrastructure in place to manage it through Accela.
- **Phase 2: Database building.** Staff will build out its rental unit inventory and populate the module with property data through a variety of methods—pulling from existing property data in Accela, running a communications/ mailing campaign to inform and register property owners, etc.
- **Phase 3: Fee study.** A fee study will be completed to determine an appropriate annual registration fee.

The rental housing registration component in Accela can be easily modified to accommodate the administration of other tenant protection programs in the future.

Staff has been in contact with TruePoint about adding a rental housing registration component to the system. TruePoint provided the below scope of services for an estimated fee of \$14,190.

- Create "Rental Property" Module in Accela Back Office
- Configuration Analysis and Configuration
- Automation Scripting
- Citizen Portal Module Setup
- User Acceptance Testing
- Training
- Move to Production

Staff scheduled informational video calls with both the City's TruePoint project manager and with the Development Services Coordinator for the City of Pittsburg, a current TruePoint client that uses Accela for its rental housing registration and inspection program. After receiving a demonstration of the City of Pittsburg's rental housing registration program and the City of San Diego's short-term rental housing registration

program, staff determined that Accela will meet the City's needs for a rental housing registration program.

The use of Accela provides the distinct advantage of working with existing infrastructure and seamlessly integrating the rental registration module with other components used by the City's Planning Division, Building Division, and Code Enforcement/Community Improvement Division, resulting in streamlined operations and information-sharing across divisions.

**Key Performance Indicators and Strategic Plan**

This item aligns with Strategic Plan priority 5, Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

**Commission Review and Recommendation**

This matter was not reviewed by a City Commission.

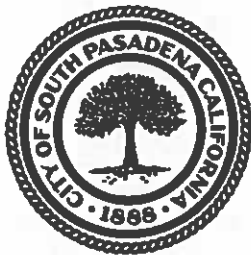
**City Attorney Review**

This item has been reviewed by the City Attorney.

**Fiscal Impact**

This is a \$14,190 software upgrade that is included in the City's Fiscal Year 2023-2024 Annual Budget under Community Development Department Professional Services Account No. 101-7010-7011-8170. It has been budgeted for as a part of the implementation of Housing Element programs.





# City Council Agenda Report

ITEM NO. 17.

**DATE:** March 6, 2024

**FROM:** Arminé Chaparyan, City Manager *AC*

**PREPARED BY:** H. Ted Gerber, Director of Public Works

**SUBJECT:** **Consideration of Approval of a Memorandum of Agreement with the San Gabriel Valley Council of Governments for the Active Streets Mission-to-Mission 2024 Event**

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## **Recommendation**

It is recommended that the City Council consider approval of a Memorandum of Agreement (MOA) between the San Gabriel Valley Council of Governments (SGVCOG) and the Cities of Alhambra, San Gabriel, and South Pasadena for the Active Streets Mission-to-Mission 2022 Event, and commit staff time towards the required in-kind match.

## **Executive Summary**

The Active Streets Mission-to-Mission event temporarily opens stretches of roadway for people to walk, jog, skate, bike and more in the San Gabriel Valley. The event series is organized by ActiveSGV, an SGV-based non-profit organization dedicated to realizing a safer, more sustainable and equitable San Gabriel Valley. ActiveSGV is contracted by SGVCOG. This item considers a MOA between the SGVCOG and the City of South Pasadena to provide staff resources for planning and facilitating the event.

## **Background**

On January 25, 2024, the Los Angeles County Metropolitan Transportation Authority (LACMTA) Board approved the Open Streets Grant Program Cycle Five providing funds for one-day events that close the streets to automotive traffic and open them to people to walk or bike. Further, the LACMTA Board approved the SGVCOG to serve as the pass-through agency of the fund on behalf of its member cities. The SGVCOG was successful in securing \$400,000 in Proposition C funds during Cycle Five from the LACMTA county-wide "Open Streets Event" program to host the Active Streets Mission-to-Mission open streets event, including outreach, pre-event planning, and day of event staging costs.

ActiveSGV's first open streets event, '626 Golden Streets' was staged in March 2017 to celebrate what was then known as the Metro 'Gold' Line Azusa extension. After the first successful event, organizers convened and developed the concept for 'Mission-to-Mission', the second route in the event series in Spring 2019. This was followed by 'SGV Streets and Treats' in October 2019. After a two-year pandemic delay, the event series

hosted another Mission-to-Mission in 2022 which included the City of South Pasadena, as well as 'Heart of the Foothills', and 'ArroyoFest' in October 2023, for which the City of South Pasadena was a hub location. Due to multiple changes in the Metro rail naming systems -- the 'Gold' Line became the 'L' line and then the 'A' line. Event organizers decided to update the now outdated '626 Golden Streets' moniker, rebranding the SGV-focused open streets series as 'Active Streets' in 2024.

### **Analysis**

On Sunday, April 28, 2024 from 9:00 am to 3:00 pm, the San Gabriel Valley's largest ciclovia or "open streets" event, Active Streets Mission-to-Mission, will return to the Cities of Alhambra, San Gabriel, and South Pasadena. The event will provide attendees an opportunity to walk, bike, run, skate, scoot, dance, and play across five miles of car-free streets. A follow-up to the successful 2019 and 2022 events, Mission-to-Mission will link the historic San Gabriel and South Pasadena Mission Districts with downtown Alhambra.

The Mission-to-Mission event is a free, family-friendly "ciclovia" that temporarily opens streets for people of all ages and backgrounds to enjoy in a healthy, fun, and novel fashion. Attendees can start and stop at any point along the route, at any time from 9:00 am to 3:00 pm. Activity zones in each participating community will host live music, cultural performances, family-friendly games and activities, kids play zones, vendors, zero-emission demo zones, and more. Participants are encouraged to enjoy the day by foot, bike, skate, skateboard, scooter, rollerblades, roller skates, tricycles, or any other type of human-powered vehicle.

The SGVCOG and the partnering Cities have partnered together to host this event. The portion in South Pasadena will begin at Mission Street and Meridian Avenue, and continue east to Marengo Avenue, where it will run south to the City of Alhambra. The streets will be closed from 6:00 am to 5:00 pm to motor vehicles, with event hub areas closing around 4:00 am. All driveways on the route will be blocked and inaccessible starting at 6:00 am on event day. No parking will be allowed along the event route from 12:00 am - 5:00 pm. There will be multiple street crossings for cars to pass freely across the event route, following normal signal times.

ActiveSGV will form a public information campaign, and the City will partner in outreach to the business community, to inform and make aware of closures and traffic impacts.

### **Alternatives**

The City Council may consider a decision to not participate in the event, and not close Mission Street and Marengo Avenue for the open street use. This may require the SGVCOG and neighboring Cities to reconsider hosting the event in part or in whole.

### **Fiscal Impact**

The event programming requires an in-kind or local fund match from each participating City. The City's portion of this match amount is \$22,500, which will be contributed through City staff time. In addition, the SGVCOG has apportioned an additional \$10,000 for any

other direct expenses incurred by the City. The City is expected to submit one invoice to the SGVCOG in an amount not to exceed these amounts, with supporting documentation evidencing those eligible expenses the City incurred and are eligible for reimbursement. At the same time the above invoice is submitted, the City will submit supporting documentation evidencing the City provided eligible in-kind services satisfying the in-kind match requirement of \$22,500. In kind staff expenditures will be identified from the wages and benefits accounts within the General Fund and the Gas Tax Fund, under the following departments.

- Police (101-4010-4011-70xx-000), \$5,500
- Fire (101-5010-5011-70xx-000), \$5,500
- Public Works, \$11,500
  - Admin & Engineering (101-6010-6011-70xx-000
  - Facilities & Maintenance (101-6010-6601-70xx-000)
  - Street Maintenance (230-6010-6116-70xx-000)

#### **Key Performance Indicators and Strategic Plan**

This item does not align with any KPI and/or strategic plan priority.

#### **Commission Review and Recommendation**

This recommendation was not reviewed by a City Commission, however, the event was described to the Mobility and Transportation Infrastructure Commission and the Natural Resources and Environmental Commission at the respective Commissions' February 2024 meetings.

#### **Attachment**

Proposed Memorandum of Agreement between the SGVCOG and the Cities of Alhambra, San Gabriel, and South Pasadena

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**ATTACHMENT**

Proposed Memorandum of Agreement between the  
SGVCOG and the Cities of Alhambra, San Gabriel, and  
South Pasadena

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**MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND THE CITIES OF ALHAMBRA, SAN GABRIEL, AND SOUTH PASADENA TO SHARE RESOURCES AND TO PLAN AND HOST THE ACTIVE STREETS MISSION-TO-MISSION 2024 EVENT**

This Memorandum of Agreement (“MOA”) is dated for identification purposes as of \_\_\_\_\_ by and between the City of Alhambra, a municipal corporation, the City of San Gabriel, a municipal corporation, the City of South Pasadena, a municipal corporation (referred to herein individually as a “City” and collectively as the “Cities”), and the San Gabriel Valley Council of Governments, a California joint powers authority (“SGVCOG”). Cities and SGVCOG may be referred to herein collectively as the “Parties” or individually as a “Party.”

**RECITALS:**

- A. On January 25, 2024, the Los Angeles County Metropolitan Transportation Authority (LACMTA) Board approved the Open Streets Grant Program Cycle Five providing Los Angeles County Proposition C 25% (“Proposition C”) Funds for one-day events that close the streets to automotive traffic and open them to people to walk or bike (“Open Street Event”). Further, the LACMTA Board approved the SGVCOG to serve as the pass-through agency of the Proposition C Funds with its member cities.
- B. The SGVCOG was successful in securing \$400,000 in Proposition C funds (the “Grant”) during Cycle Five from the LACMTA county-wide “Open Streets Event” program to host the Active Streets Mission-to-Mission (the “Event”), including outreach, pre-event planning, and day of event staging costs.
- C. The Event programming requires a set amount of in-kind or local fund match of the total cost of the event.
- D. The SGVCOG and the Cities have partnered together to host the Event as a contiguous open street event on Sunday, April 28, 2024 from South Pasadena to San Gabriel.
- E. The SGVCOG and the Cities desire to work jointly and collaboratively to share monetary, staffing, and other resources in planning and hosting the Event, and desire to coordinate their activities and in furtherance thereof agree as follows:

NOW, THEREFORE, the Parties agree as follows:

**I. TERM:**

The term of this MOA shall commence on the date executed by all Parties and shall continue through the completion of all work contemplated under this MOA. The term of this MOA may be amended or extended by mutual written agreement of the Parties.

**II. RESPONSIBILITIES OF THE PARTIES:**

- A. SGVCOG Responsibilities:

1. Designate a point-of-contact with name, title, and contact information who will serve as the SGVCOG's representative throughout the development of the Event. If the point-of-contact is reassigned or no longer with the SGVCOG, a new point-of-contact will be designated within fourteen (14) calendar days.
2. Provide contract coordination for Cities.
3. Contract with ActiveSGV to provide pre-planning, communication, permitting, implementation and volunteer coordination.
4. Contract with Right of Way, Inc. to facilitate completion and execution of the traffic control plan.
5. Coordinate invoicing and backup documentation to ensure Proposition C grant compliance.
6. Coordinate with the Cities and their consultant(s) as necessary throughout the development and implementation of the Event.
7. Timely respond to all communications from the Cities and their consultant(s) as they relate to the Event and attend meetings when needed.
8. Review and provide comments on draft communications and documents related to the Event.
9. Upon 30 days of receipt and approval of an invoice submitted by a City, reimburse the City for eligible costs in an amount not to exceed the City Allocations as outlined in Exhibit A.

B. Cities Responsibilities:

1. Each City shall designate a point-of-contact with name, title, and contact information who will serve as the City's representative throughout the development of the Event. If the point-of-contact is reassigned or no longer with the City, a new point-of-contact will be designated within fourteen (14) calendar days.
2. Each City will be responsible for public safety along the Event route - as identified in Exhibit B - in their jurisdiction including, without limitation, the provision of police, security, fire protection and emergency response services. It is understood that SGVCOG will not bear any responsibility for ensuring that the Event is held in a safe manner.
3. Assist with sending out event information via City communication channels.
4. Coordinate with the SGVCOG and its consultant(s) as necessary throughout the development and implementation of the Event.
5. Timely respond to all communications and data requests from the SGVCOG and its consultant(s) that relate to the Event and attend meetings when needed.
6. Submit one invoice per City to the SGVCOG in an amount not to exceed the City's Funding Amounts as described in Exhibit A, with supporting documentation evidencing those eligible expenses the City incurred and are eligible for reimbursement.
7. At the same time the above invoice is submitted, submit supporting documentation evidencing each City provided eligible in-kind services satisfying the In-Kind Match Requirement as described in Exhibit A.

IV. **PROJECT MANAGEMENT:**



A. Project Managers.

1. For the purposes of this MOA, SGVCOG designates the following individual as its Project Manager: Sam Pedersen, Management Analyst, whose contact information is set forth below.
2. For the purposes of this MOA, the City of Alhambra designates the following individual as its representative: Mike Macias, Parks Director, whose contact information is set forth below.
3. For the purposes of this MOA, the City of San Gabriel designates the following individual as its representative: Charles Lee, Associate Civil Engineer, whose contact information is set forth below.
4. For the purposes of this MOA, the City of South Pasadena designates the following individual as its representative: Ted Gerber, Public Works Director, whose contact information is set forth below.

Any of the Parties may change the designations set forth herein upon written notice to the other Parties.

V. **DEFAULT; REMEDIES:**

- A. Default. A “Default” under this MOA is defined as any one or more of the following: (i) failure of any Party to comply with the terms and conditions contained in this MOA; and/or (ii) failure of any Party to perform its obligations set forth herein satisfactorily or make sufficient progress towards completion of the Event.
- B. Remedies. In the event of a Default by any Party, the non-defaulting Party(ies) will provide a written notice of such Default to the defaulting Party. The defaulting Party shall have thirty (30) days from the date such written notice was mailed in accordance with this MOA to cure the Default to the reasonable satisfaction of the non-defaulting Party(ies). In the event the Default is of a nature that it cannot be cured within 30 days, the defaulting Party shall commit to and commence the cure within such 30-day period and act promptly to cure the Default to the reasonable satisfaction of the non-defaulting Party(ies), but in no event more than 60 days from the mailing of the notice of Default. If the defaulting Party fails to cure within 30 days of the Default notice or in the event the Default is not curable within 30 days to commit to and commence the cure of such Default within no more than 60 days, the non-defaulting Party(ies) may terminate this MOA as to the defaulting Party. Such termination shall be effective immediately upon the mailing of written notice by the non-defaulting Party(ies) to the defaulting Party in accordance with this MOA. The remedies described herein are non-exclusive. In the event of a Default by any Party, the non-defaulting Party(ies) shall have the right to seek any and all remedies available at law or in equity.

VI. **INDEMNIFICATION:**

- A. The City agrees to defend, indemnify, and hold harmless the SGVCOG, its elected and appointed boards, officials, officers, agents, employees, members, and volunteers (collectively the “Indemnitees”) at City’s sole expense, from and against any and all claims, actions, suits, or other legal proceedings brought against the Indemnitees arising out of or relating to the acts or omissions of the City in connection with this MOA.
- B. SGVCOG agrees to defend, indemnify, and hold harmless the City, its elected officials, officers, agents, employees, and volunteers, at SGVCOG’s sole expense, from and against any and all claims, actions, suits, or other legal proceedings brought against the City, their elected officials, officers, agents, employees, and volunteers arising out of or relating to the acts or omissions of SGVCOG in connection with this MOA.
- C. To the extent allowed by State law, SGVCOG and City shall require that the consultant(s) they retain for the Event defend and indemnify both the City the SGVCOG, it’s member agencies and their respective officers (collectively, the “Indemnitees”), from and against any and all claims, actions, suits, or other legal proceedings (collectively, “Claims”) brought against either the City or the SGVCOG arising out of or relating to the acts or omissions of the consultant(s) in connection with the Event and add such Indemnitees as additional insureds on any general or automotive liability insurance policies required by any City of SGVCOG. Neither the City nor SGVCOG shall be liable to each other or any of their respective Indemnitees by way of agency or any other theory of liability for any such Claims.

**VII. INSURANCE:**

The City and SGVCOG shall maintain and keep in full force and effect during the term of this MOA insurance or a program of self-insurance against claims for injuries to persons or damages to property which may arise in connection with the City or SGVCOG’s performance of its obligations hereunder.

**VIII. OTHER TERMS AND CONDITIONS:**

- A. Notices. All notices required or permitted to be given under this MOA shall be in writing and shall be personally delivered, or sent by electronic mail or certified mail, postage prepaid and return receipt requested, addressed as follows:

To SGVCOG: Sam Pedersen, Management Analyst  
 1333 S. Mayflower Avenue, Suite 360  
 Monrovia, CA 91016  
 (626) 457-1800  
[spedersen@sgvcog.org](mailto:spedersen@sgvcog.org)

with a copy to: Marisa Creter, Executive Director  
 1333 S. Mayflower Avenue, Suite 360

Monrovia, CA 91016  
(626) 457-1800  
[mcreter@sgvcog.org](mailto:mcreter@sgvcog.org)

To Alhambra: Mike Macias, Parks Director  
111 S First Street  
Alhambra, CA 91801  
(626) 570-5044  
[mmacias@cityofalhambra.org](mailto:mmacias@cityofalhambra.org)

with a copy to: Jessica Binnquist, City Manager  
111 S First Street  
Alhambra, CA 91801  
(626) 570-5010  
[jbinnquist@cityofalhambra.org](mailto:jbinnquist@cityofalhambra.org)

To San Gabriel: Charles Lee, Associate Civil Engineer  
917 E. Grand Avenue  
San Gabriel, California 91776  
(626) 308-2825  
[clee@sgch.org](mailto:clee@sgch.org)

with a copy to: Mark Lazzaretto, City Manager  
425 South Mission Drive  
San Gabriel, CA 91776  
(626) 308-2805  
[cconstantin@sandimasca.gov](mailto:cconstantin@sandimasca.gov)

To South Pasadena: Ted Gerber, Public Works Director  
1414 Mission Street  
South Pasadena, CA 91030  
(626) 403-7240  
[tgerber@southpasadenaca.gov](mailto:tgerber@southpasadenaca.gov)

with a copy to: Arminé Chaparyan, City Manager  
1414 Mission Street  
South Pasadena, CA 91030  
(626) 403-7210  
[achaparyan@southpasadenaca.gov](mailto:achaparyan@southpasadenaca.gov)

B. No Partnership. This MOA is not intended to be, and shall not be construed as, an agreement to form a partnership, agency relationship, or a joint venture between the Parties. Except as otherwise specifically provided in the MOA, neither Party shall be authorized to act as an agent of or otherwise to represent the other Party.

C. Entire MOA. This MOA constitutes the entire understanding between the Parties with respect to the subject matter herein and supersedes any and all other prior

writings and oral negotiations. This MOA may be modified only in writing and signed by the Parties in interest at the time of such modification.

- D. Governing Law. This MOA shall be governed by and construed under California law and any applicable federal law without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this MOA, the Parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.
- E. Excusable Delays. No Party shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquakes, fires, acts of a public enemy, pandemic, epidemic, and government acts beyond the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the others of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this MOA.
- F. Waiver. Waiver by any Party to this MOA of any term, condition, or covenant of this MOA shall not constitute a waiver of any other term, condition, or covenant. No waiver of any provision of this MOA shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought.
- G. Headings. The section headings contained in this MOA are for convenience and identification only and shall not be deemed to limit or define the contents to which they relate.
- H. Assignment. No Party may assign its interest in this MOA, or any part thereof, without the prior written consent of the other Parties. Any assignment without consent shall be void and unenforceable.
- I. Severability. If any provision of this MOA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- J. Authority to Execute. The person executing this MOA on behalf of a Party warrants that they are duly authorized to execute this MOA on behalf of said Party, and that by doing so said Party is formally bound to the provisions of this MOA.
- K. Counterparts. This MOA may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
- L. Electronic Signatures. This MOA may be executed with electronic signatures in accordance with Government Code Section 16.5. Such electronic signatures will be

treated in all respects as having the same effect as an original signature.

IN WITNESS WHEREOF, the Parties hereto have caused this MOA to be executed and to be effective on the date it has been fully executed by the Parties as set forth below.

FOR THE CITY OF ALHAMBRA:

Approved as to form:

By: \_\_\_\_\_  
Jessica Binnquist  
City Manager

By: \_\_\_\_\_  
Joseph Montes  
City Attorney

Date: \_\_\_\_\_

FOR THE CITY OF SAN GABRIEL:

Approved as to form:

By: \_\_\_\_\_  
Mark Lazzaretto  
City Manager

By: \_\_\_\_\_  
Keith Lemieux  
City Attorney

Date: \_\_\_\_\_

FOR THE CITY OF SOUTH PASADENA:

Approved as to form:

By: \_\_\_\_\_  
Arminé Chaparyan  
City Manager

By: \_\_\_\_\_  
Roxanne Diaz  
City Attorney

Date: \_\_\_\_\_

FOR THE SAN GABRIEL VALLEY  
COUNCIL OF GOVERNMENTS:

Approved as to form:

By: \_\_\_\_\_  
Marisa Creter  
Executive Director

By: \_\_\_\_\_  
David DeBerry  
General Counsel

Date: \_\_\_\_\_

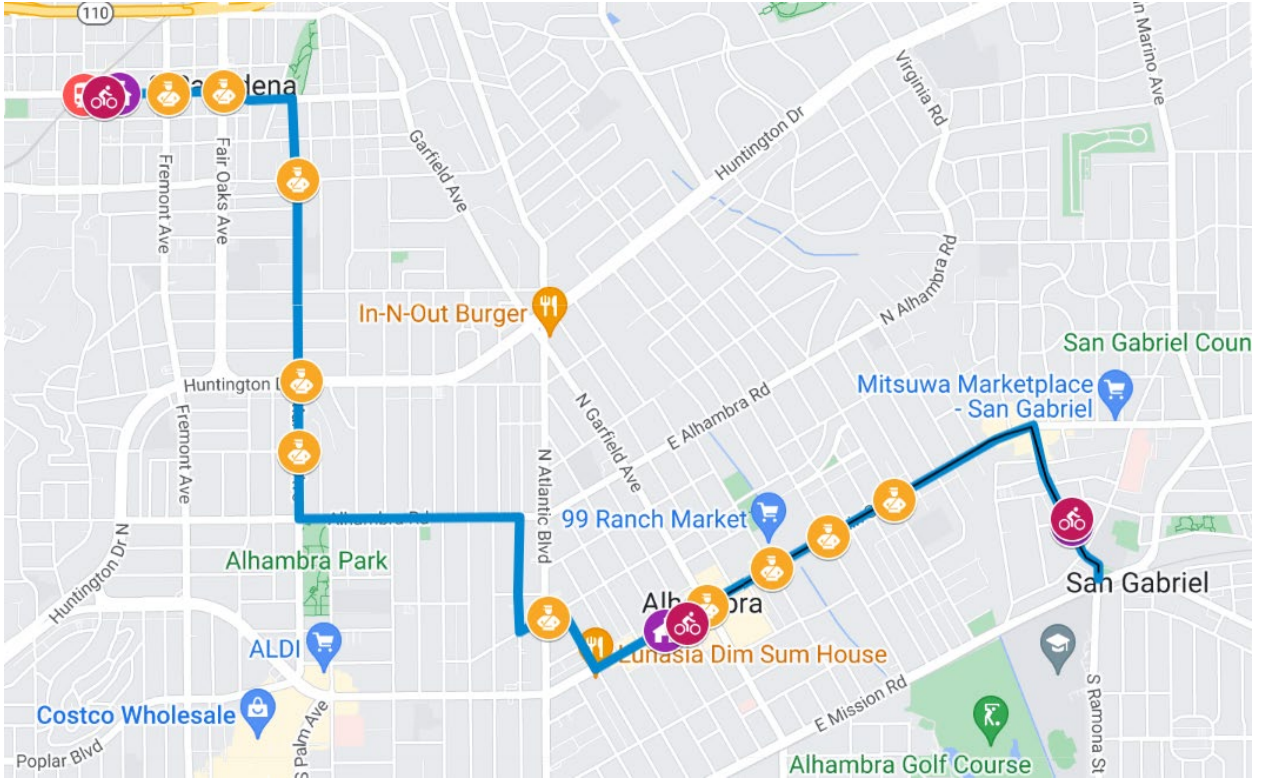
Exhibit A:

Grant Funding and In-Kind Match by City

	Funding Amounts	In-Kind Match Requirement
Alhambra	\$10,000.00	\$22,500.00
San Gabriel	\$10,000.00	\$15,000.00
South Pasadena	\$10,000.00	\$22,500.00

Exhibit B

The Route Map





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, LLC 500 N Brand Boulevard, Suite 100 Glendale CA 91203	<b>CONTACT NAME:</b> Brittani Jackson <b>PHONE (A/C No. Ext):</b> 818.539.8628 <b>E-MAIL ADDRESS:</b> Brittani_Jackson@ajg.com	<b>FAX (A/C, No):</b> 818.539.8728
	<b>INSURER(S) AFFORDING COVERAGE</b>	
License#: 0D69293 ACTISAN-01	<b>INSURER A:</b> Nonprofits' Insurance Alliance of CA	10023
<b>INSURED</b> Active San Gabriel Valley 10900 Mulhall St El Monte CA 91731	<b>INSURER B:</b> State Compensation Insurance Fund of CA	35076
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** 180847998 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		2023-68814	6/1/2023	6/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			2023-68814	6/1/2023	6/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			2023-66814-UMB	6/1/2023	6/1/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	9301109-23	6/30/2023	6/30/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Social Service Professional Liab.			2023-68814	6/1/2023	6/1/2024	Each Claim \$ 1,000,000 Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Nonprofits' Insurance Alliance of CA - A.M. Best #: 011845

Policy: Liquor Liability  
 Policy #: 2023-68814  
 Policy Dates: 6/1/2023 - 6/1/2024  
 Carrier: Nonprofits' Insurance Alliance of CA  
 Each Claim: \$1,000,000; Aggregate: \$1,000,000

See Attached...

## CERTIFICATE HOLDER

## CANCELLATION

City of South Pasadena, its officials, employees, and agents  
 1414 Mission St.,  
 South Pasadena CA 91030

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Melissa Cury*

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**ADDITIONAL REMARKS SCHEDULE**

AGENCY Arthur J. Gallagher Risk Management Services, LLC		NAMED INSURED Active San Gabriel Valley 10900 Mulhall St El Monte CA 91731	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Policy: Improper Sexual Conduct  
 Policy #: 2023-68814  
 Policy Dates: 6/1/2023 - 6/1/2024  
 Carrier: Nonprofits' Insurance Alliance of CA  
 Each Claim: \$1,000,000; Aggregate: \$2,000,000

Policy: Directors & Officers  
 Policy#: 2023-68814-DO  
 Policy Dates: 6/1/2023 - 6/1/2024  
 Carrier: Nonprofits' Insurance Alliance of CA  
 Per Claim: \$1,000,000; Aggregate: \$1,000,000; Retention: 5,000

Policy: Cyber Liability  
 Policy#: ESL0039680908  
 Policy Dates: 6/28/2023 - 6/28/2024  
 Carrier: Underwriters at Lloyd's London  
 Per Claim: \$1,000,000; Retention: \$2,500

RE: Event Date: 4/28/2024 | Event Name: Active Streets: Mission to Mission | Event Location: South Pasadena, Alhambra, San Gabriel | Street address: 5 mile event route begins in South Pasadena (Mission and Meridian) and heads east on Mission Street, turns south on Marengo Ave, turns east on Alhambra Rd, turns south on Olive, turns northeast on Woodward, turns southeast on 5th, turns northeast on Main St, and turns south on Mission Dr ending at Plaza Park in San Gabriel.

City of South Pasadena, its officials, employees, and agents are named additional insured with respect to the operations of the named insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.	All insured premises and operations.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

**2.** If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.