CITY OF SOUTH PASADENA
CITY COUNCIL

AGENDA

REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 4, 2024 AT 7:00 PM

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

Public participation may be made as follows:

- In-Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Live Broadcast via the City website – http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – Meeting ID: **825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to ccpubliccomment@southpasadenaca.gov
- Via Phone–+1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, https://zoom.us/join and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: https://us06web.zoom.us/j/82599992830 or
3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

CALL TO ORDER:	Mayor	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	Michael A. Cacciotti

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:
1) Name (optional), and
2) Agenda item you are submitting public comment on.
3) Submit by no later than 12:00 p.m., on the day of the City Council meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment time limit to less than three minutes, as needed.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

PUBLIC COMMENT

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

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

PRESENTATIONS

3. PRESENTATION BY THE SOUTH PASADENA TOURNAMENT OF ROSES OF RAFFLE TICKETS

4. MERCHANT MINUTE - SUGARMYNT GALLERY

CHANGES TO THE AGENDA

5. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

CONSENT CALENDAR
OPPORTUNITY TO COMMENT ON CONSENT CALENDAR
Items listed under the Consent Calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

6. CONSIDERATION OF THE APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $143,862.31; GENERAL CITY WARRANTS IN THE AMOUNT OF $303,521.18; ONLINE PAYMENTS IN THE AMOUNT OF $143,473.62; VOIDS IN THE AMOUNT OF $0; PAYROLL IN THE AMOUNT OF $1,136,417.29

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

7. CONSIDERATION OF APPROVAL OF THE REGULAR CITY COUNCIL MEETING MINUTES FOR NOVEMBER 20, 2024

Recommendation
It is recommended that the City Council consider the approval of the minutes for the Regular City Council Meeting for November 20, 2024.

8. CONSIDERATION OF APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ROBERT HALF INTERNATIONAL INC., FOR MUNICIPAL STAFFING SERVICES IN AN AMOUNT NOT-TO-EXCEED $81,000, FOR A NEW TOTAL-NOT-TO-EXCEED AMOUNT OF $111,000.

Recommendation
It is recommended that the City Council consider approval of an Amendment to the Professional Services Agreement with Robert Half International, Inc., for continued municipal staffing services, in the amount of $81,000, and for a new total not -to-exceed amount of $111,000.

9. RECEIVE AND FILE LIBRARY SPECIAL TAX FISCAL YEAR 2023-2024 ANNUAL REPORT

Recommendation
It is recommended that the City Council receive and file a report on the Fiscal Year 2023-2024 Library Special Tax as required by the State of California Local Agency Special Tax and Bond Accountability Act.

10. CONSIDER AUTHORIZING THE CITY MANAGER TO APPROVE ADDITIONAL PAYMENTS UP TO $35,000 TO GRBCON FOR REMAINING CONSTRUCTION REPAIR SERVICES RELATED TO SEWER AND STORM DRAIN SYSTEM REPAIRS AT FREMONT AVENUE AND HUNTINGTON DRIVE

Recommendation
It is recommended that the City Council authorize the City Manager to approve additional

payments to GRBCon, Inc. for remaining construction repair services up to an additional $35,000.

11. CONSIDER EXECUTION OF A FUND TRANSFER AGREEMENT WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT TO RECIEVE SAFE CLEAN WATER PROGRAM FUNDING FOR FISCAL YEARS 2024-2025, 2025-2026, 2026-2027, AND 2027-2028

Recommendation

It is recommended that the City Council consider authorizing the City Manager to execute the fund Transfer Agreement with the Los Angeles County Flood Control District to receive Safe Clean Water Program Municipal Funds.

12. CONSIDER APPROVAL OF THE FIFTH AMENDMENT TO THE CONTRACT WITH RIGHT OF WAY, INC. TO EXTEND THE CONTRACT TERM FOR K-RAIL EQUIPMENT RENTAL TO DECEMBER 31, 2025, INCREASE THE TOTAL NOT TO EXCEED AMOUNT OF THE CONTRACT TO $167,500, AND APPROPRIATE $65,000 OF MEASURE M FUNDING FOR K-RAIL EQUIPMENT, INCLUDING $20,000 FOR THE PURCHASE OF NEW K-RAILS

Recommendation

It is recommended that the City Council:

1. Approve the Fifth Amendment to the contract with Right of Way, Inc. to extend the term to December 31, 2025, and increase the maximum compensation by $45,000, for a new not to exceed amount of $167,500; and
2. Appropriate $65,000 from Measure M Fund 236 into Public Works Measure M Contract Services Account No. 236-6010-6011-8180-000 for the rental, removal, and purchase of K-rail equipment.

13. CONSIDER APPROVAL OF A TASK ORDER WITH NV5 FOR POCKET PARK PROJECT CONSTRUCTION AND INSPECTION MANAGEMENT SERVICES

Recommendation

It is recommended that the City Council approve the Task Order under a Master On-Call Professional Services Agreement with NV5,in the final form approved by the City Attorney, to provide project management, construction management, and inspection management services for the City's pocket park projects in the amount of $169,520.00.

14. CONSIDERATION OF APPROVAL OF A MEMORANDUM OF AGREEMENT WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR THE ACTIVE STREETS MISSION-TO-MISSION 2025 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 2025 Event, and commit staff time towards the required in-kind match.

PUBLIC HEARING

15. CONSIDERATION AND ADOPTION OF A RESOLUTION ESTABLISHING AN AFFORDABLE HOUSING IN-LIEU FEE FOR ELIGIBLE PROJECTS SUBJECT TO THE INCLUSIONARY HOUSING ORDINANCE

Recommendation

It is recommended that the City Council:

1. Review the analysis presented in the attached EPS memo (Attachment 2)
2. Adopt a Fee Resolution (Attachment 1) to establish an affordable housing in-lieu fee pursuant to the Inclusionary Housing Ordinance (SPMC Section 36.375)

ACTION/DISCUSSION

16. DISCUSSION AND DIRECTION REGARDING A SPECIAL EVENT FEE TO BE CHARGED FOR THE USE OF THE ARROYO SECO GOLF COURSE BY THE SOUTH PASADENA EDUCATIONAL FOUNDATION

Recommendation

It is recommended that the City Council discuss and provide direction regarding a special event fee to be charged for the use of the Arroyo Seco Golf Course by the South Pasadena Educational Foundation.

17. CONSIDER THE TRANSFER OF FUNDS FROM THE STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF) FOR ELIGIBLE ESSENTIAL GOVERNMENT SERVICES OFFSETTING ELIGIBLE GOVERNMENT SERVICE EXPENDITURES INCURRED BY THE GENERAL FUND FOR FISCAL YEARS 2023-2024 ($3,328,379) AND 2024-2025 ($1,441,863-PRIOR TO DECEMBER 31, 2024); APPROVE THE ACCOUNTING AND TRANSFERS NECESSARY TO UTILIZE GENERAL FUND SAVINGS AS A RESULT OF THE REVENUE REPLACEMENT UNDER SLFRF TO FUND ALREADY APPROVED CAPITAL PROJECTS AND OTHER USES IN THE AMOUNT OF $2,093,888; AND ESTABLISH A SPECIAL PROJECTS FUND TO DEPOSIT THE REMAINING GENERAL FUNDS SAVINGS ($2,676,355) FOR FUTURE USE AS APPROVED BY THE CITY COUNCIL

Recommendation

It is recommended that the City Council consider:

1. Creating a Special Projects Fund 116 for General Fund savings generated as a result of utilizing State and Local Fiscal Recovery Funds (SLRF); and
2. Approving the transfer of approximately $3,328,379 from SLRF for eligible essential government services under the SLFRF Final Rule for Fiscal Year 2023-2024, offsetting eligible government service expenditures incurred by the General Fund; and
3. Approving the transfer of approximately $1,441,863 from SLRF for eligible essential government services under the SLFRF Final Rule for Fiscal Year 2024-2025, offsetting eligible government service expenditures incurred by the General Fund; and
4. Approving the necessary accounting and transfers to utilize the General Fund savings to fund approved capital projects and other uses in an approximate amount of $2,093,888; and

5. Approving the necessary accounting and transfers to deposit the remaining General Fund savings into the Special Projects Fund 116 for future use as approved by the City Council, in the approximate amount of $2,676,355.

18. CONSIDERATION OF A SITE LEASE AGREEMENT WITH COAST ENERGY OPERATING, LLC TO DEVELOP A SOLAR CARPORT AND BATTERY BACKUP SYSTEM AT THE HOPE STREET AND MOUND AVENUE CITY-OWNED PARKING LOT

Recommendation

It is recommended that the City Council authorize the City Manager to enter into a Solar and Storage Site Lease Agreement with Coast Energy Operating, LLC (Coast Energy), through the Clean Power Alliance (CPA) Power Ready Program, in the form finalized and approved by the City Manager and City Attorney to develop a solar carport and battery backup system at the Hope Street and Mound Avenue City-owned parking lot.

PUBLIC COMMENT - CONTINUED

19. CONTINUED PUBLIC COMMENT - GENERAL

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

COMMUNICATIONS

20. COUNCILMEMBER COMMUNICATIONS

The 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.

21. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

December 18, 2024	Regular City Council Meeting	7:00 P.M.
January 15, 2025	Regular City Council Meeting	7:00 P.M.
February 5, 2025	Regular City Council Meeting	7:00 P.M.
February 19, 2025	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 at City Hall and online for public viewing on the City's website: https://www.southpasadenaca.gov/Your-Government/Your-City-Council/City-Council-Agendas

Regular meetings are live streamed via the internet at:

http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at CityClerk@southpasadenaca.gov or call (626) 403-7230.

ACCOMMODATIONS

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or cityclerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on December 4, 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.

November 26, 2024	/S/
Date	Mark Perez, Deputy City Clerk