



## Additional Documents Distributed for the Regular City Council Meeting July 6, 2016

<b>Item No.</b>	<b>Agenda Item Description</b>	<b>Distributor</b>	<b>Document</b>
4	Councilmember Communications	Michael A. Cacciotti	PowerPoint, Miscellaneous Photos
5	City Manager Communications	Sergio Gonzalez	PowerPoint, Southern California Edison Rotating Outages
9	Second Reading and Adoption of Two Ordinances to Amend the South Pasadena Municipal Code and Mission Street Specific Plan to Provide Standards and Requirements for Establishing Valet Parking Operations	David Watkins, Planning & Building Director	Memo to Council
17	Direction Regarding an Additional Community Center Design Option and Identify Funds to Move to the Next Level of the Design Study	Sheila Pautsch, Community Services Director	PowerPoint
19	First Reading and Introduction of an Ordinance to Create Article XIII to the South Pasadena Municipal Code to Comply with the Uniform Public Construction Cost Accounting Act and Adoption of Associated Resolution	Paul Toor, Public Works Director	Memo to Council





7/6/2016





## Southern California Edison (SCE) Reports Increased Likelihood of Rotating Outages

- SCE is warning of potential “rotating outages” this summer
- Strain due to high electricity usage
- Monitor local news stations for info on potential rotating outages
- You can help by conserving electricity at home & at work
- To find more information, go to <http://www.sce.com/outage> or call (800) 611-1911

## Cooling Centers Are Available

- When high temperatures occur, SCE and the City both make cooling centers available to the public
- City Cooling Centers include the Senior Center and South Pasadena Public Library
- Visit [on.sce.com/coolcenter](http://on.sce.com/coolcenter) to find the nearest Cooling Center



## CITY OF SOUTH PASADENA

1414 MISSION STREET, SOUTH PASADENA, CA 91030

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Date: July 6, 2016

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager

FROM: David G. Watkins, AICP, Director of Planning and Building

SUBJECT: Agenda Item No. 9 – Second Reading and Adoption of Ordinances Regarding Valet Parking

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Please note that three minor clerical errors have been identified in Agenda Item No. 9 regarding the adoption of valet parking ordinances. Below are excerpts from the ordinance:

- Page 9-7, fourth row from the top, second column from the left, correct reference of **36.410.090** to **36.310.111**.
- Page 9-11, top of page, Section D, shall read as “Application filing and processing. An application for a Valet Parking Use Permit shall be prepared, filed, and processed in compliance with Division 36.400 (Application Filing and Processing). It is the responsibility of the applicant or applicants, should the application includes multiple entities, to establish evidence in support of the findings required by **Subsection HJ**. (Findings and decision), below.”
- Page 9-11, lower portion of page, Section H, shall read as “Pre-Application Meeting. A pre-application meeting between City staff and the applicant is required during which the applicant shall provide to staff the information described in **Subsections H11 and H212**. The purpose of this meeting is to allow staff to determine the level of traffic study/analysis necessary to satisfy any required CEQA analysis specific to the proposal at issue, and also to enable staff to identify any additional information that will be required for each particular proposal and provide a Supplemental Requirements Letter to the applicant(s) following such meeting accordingly.”

Emergency Shelters	36.350.250	Decision				
Hillside Development Permit	36.410.065				Decision	Appeal
Home Occupation Permit	36.410.030	Issued				
Valet Parking Use Permit	<del>36.410.090</del> <u>310.111</u>				Decision	Appeal
Parking Use Permit	36.410.090	Decision			Appeal	Appeal
Planned Development Permit	36.410.100				Decision	Appeal
Planning Clearance	36.410.020	Issued				
Reasonable Accommodation	36.400.110	Decision			Appeal	Appeal
Sign Permit	36.320		Decision		Appeal	Appeal
Single Room Occupancy	36.350.260	Decision				
Temporary Use Permit	36.410.050	Issued				
Variance	36.410.080				Decision	Appeal
<b>Design Review</b>						
Administrative Modification		Decision (4)			Appeal	Appeal
Administrative Use Permit		Decision (4)			Appeal	Appeal
Certificate of Appropriateness	See Municipal Code			Decision		Appeal
Conditional Use Permit					Decision	Appeal

**TABLE 4-1. (Continued) REVIEW AUTHORITY**

D. Application filing and processing. An application for a Valet Parking Use Permit shall be prepared, filed, and processed in compliance with Division 36.400 (Application Filing and Processing). It is the responsibility of the applicant or applicants, should the application includes multiple entities, to establish evidence in support of the findings required by Subsection JH. (Findings and decision), below.

E. Public hearing and noticing. Public hearing and noticing in compliance with Division 36.630 shall be required for the review of a Valet Parking Use Permit. The Planning Commission shall be the review authority for Valet Parking Use Permit.

1. Noticing. In addition to standard noticing requirement prescribed in Division 36.630, a minimum 11- by 17-inch legal notice shall be placed at the receiver site.

F. Location Restrictions. Valet parking stands are restricted to CG Zone within the Central District, as identified in the Land Use Element of the General Plan.

G. Standards for valet parking. All permits issued pursuant to this chapter shall conform to the following standards:

1. Valet parking operations shall not be exclusive for patrons of a particular establishment unless the loading zone is on private property.
2. A maximum of one valet parking stand shall be permitted per block, per side of the street to promote shared valet services.
3. A maximum of three on-street parking spaces may be utilized for valet parking loading zone unless substantial evidence is provided that a specific site warrants the use of additional spaces.
4. Valet parking stands are prohibited adjacent to residentially zoned property.
5. Use of residential parking lots/areas as receiver sites is prohibited.
6. Street parking shall not be utilized in whole or in part for receiver sites.

H. Pre-Application Meeting. A pre-application meeting between City staff and the applicant is required during which the applicant shall provide to staff the information described in Subsections IH1 and IH2. The purpose of this meeting is to allow staff to determine the level of traffic study/analysis necessary to satisfy any required CEQA analysis specific to the proposal at issue, and also to enable staff to identify any additional information that will be required for each particular proposal and provide a Supplemental Requirements Letter to the applicant(s) following such meeting accordingly.

I. Submittal Requirements. The applicant(s) shall provide the following minimum required materials in addition to a Valet Parking Use Permit application. Additional

SouthPasadena  
Community  
Center Feasibility Study



# Community Center Feasibility Study City Council



July 6, 2016

## 24 Month Process to Date

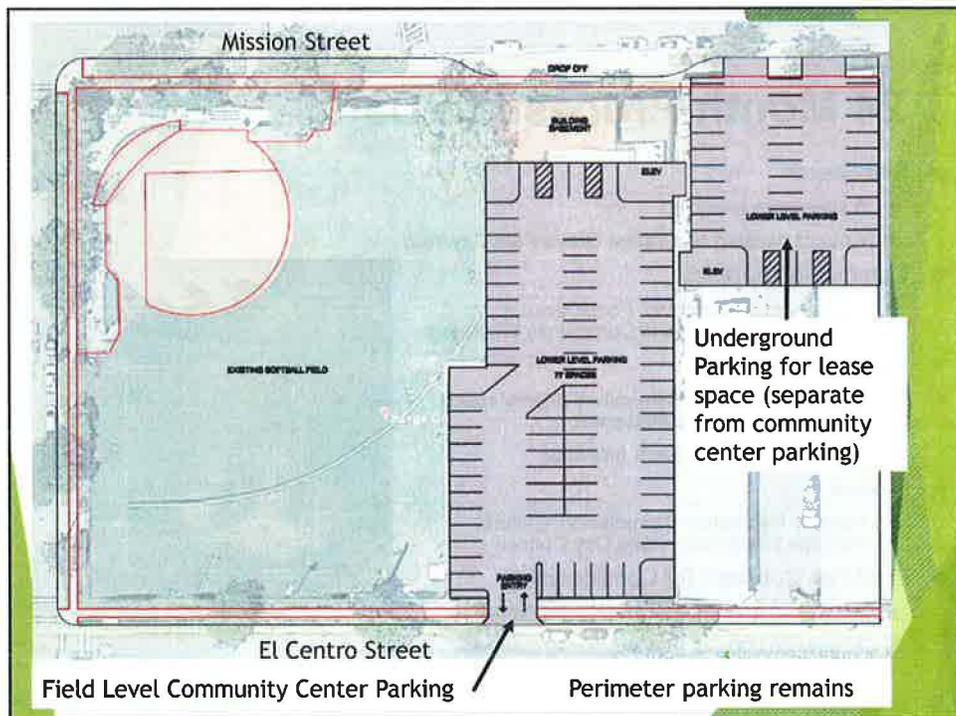
- ▶ Site Search
  - ▶ 8 sites were analyzed
  - ▶ Council decided on Orange Grove Park/City Yard
- ▶ Community Outreach
  - ▶ Stakeholder Interviews, Focus Groups, Community Survey, and Community Workshop
- ▶ Needs Assessment
  - ▶ Ad-Hoc Committee determined priority space needs from needs assessment
  - ▶ Site Plan Concepts were prepared
- ▶ Review
  - ▶ Parks & Recreation Commission, Cultural Heritage Commission, and City Council
- ▶ Final Two Concepts for Consideration
  - ▶ 3 Level 40,000 Sq. Ft. Community Center
  - ▶ 2 Level 20,000 Sq. Ft. Community Center

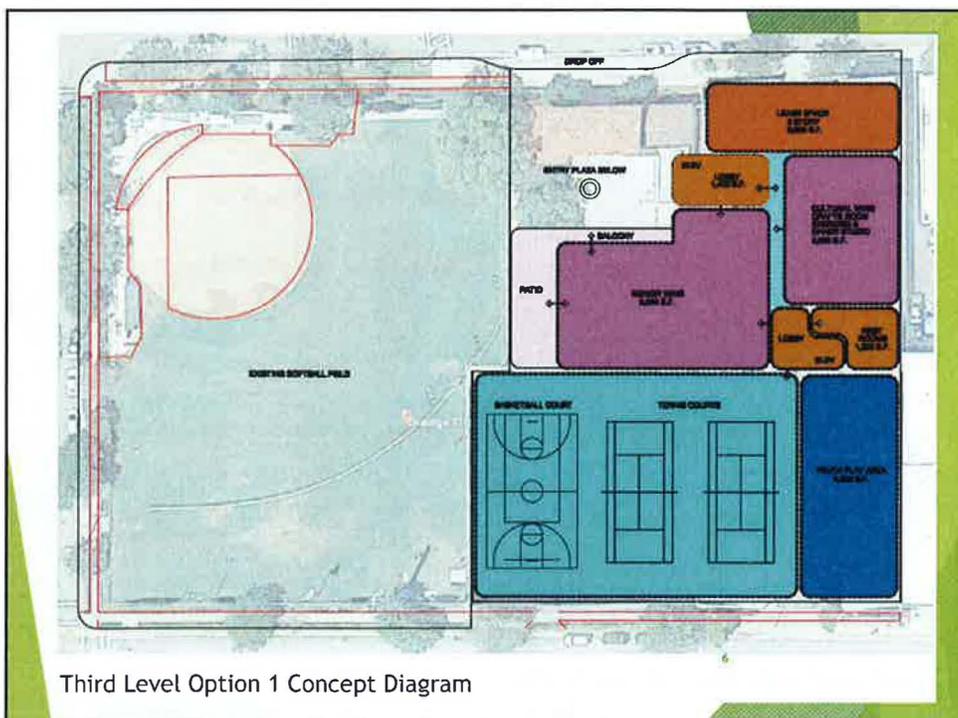
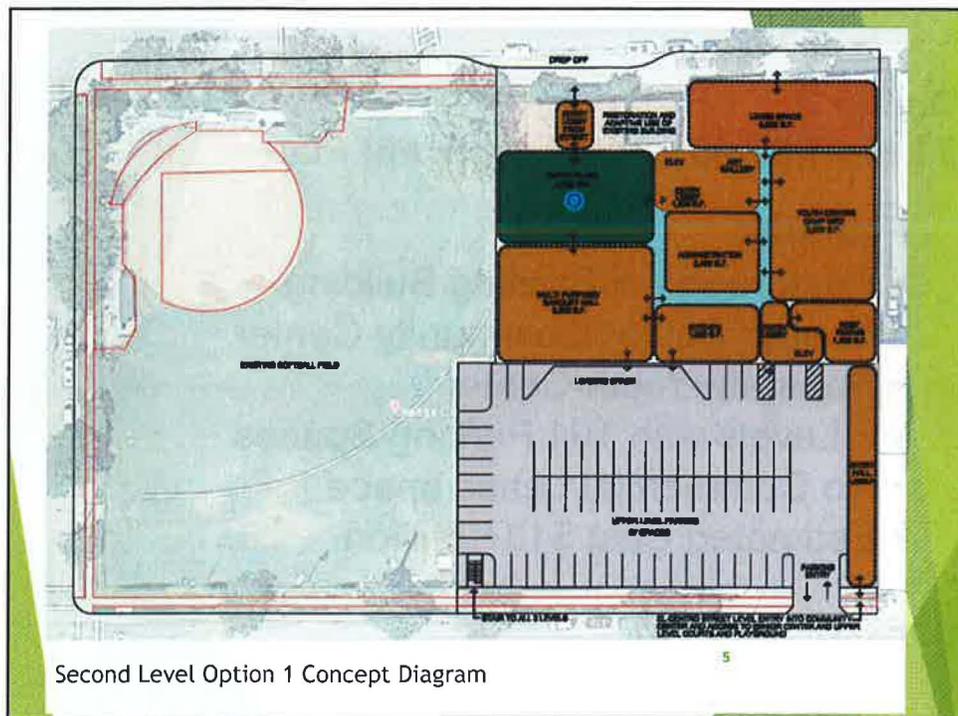


## Option 1 3 Level 40,000+ Sq. Ft. Concept Plan

### Features:

- Restoration of Existing Building
- Separate Senior, Youth, and Community Facilities
- 3 Levels with 178 Parking Spaces
- Commercial Lease Space for Revenue
- Estimated cost \$22+ Million  
(plus commercial lease space)

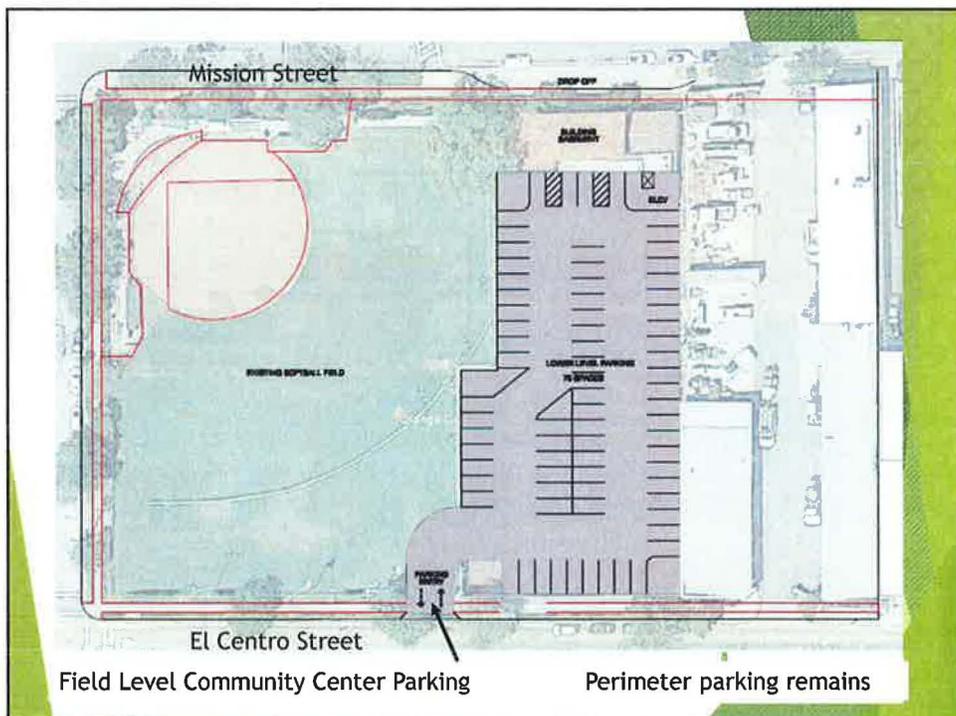


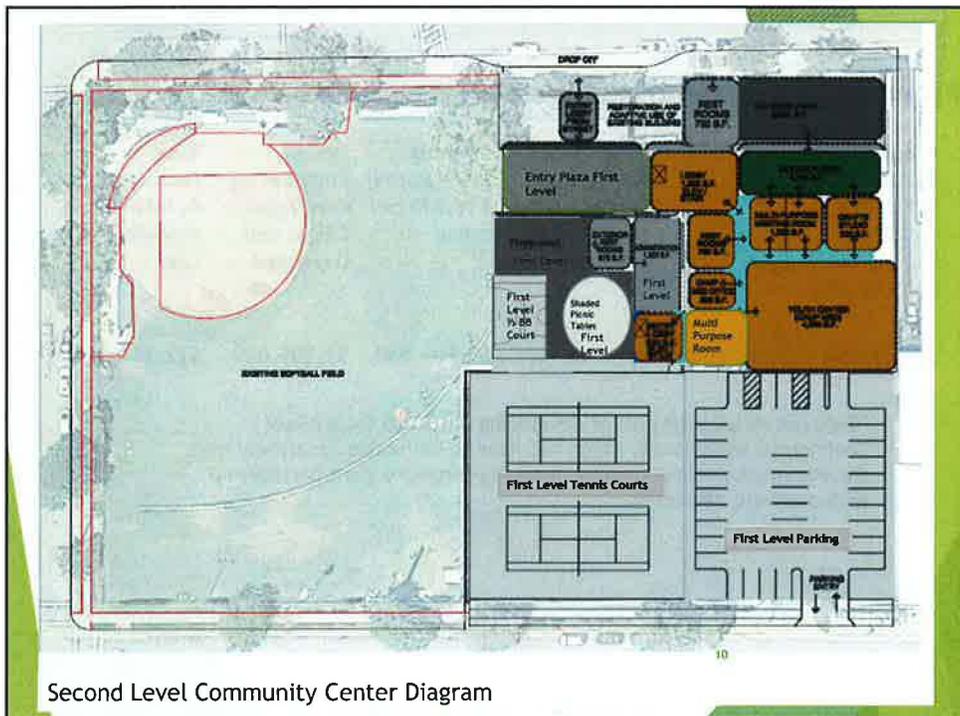
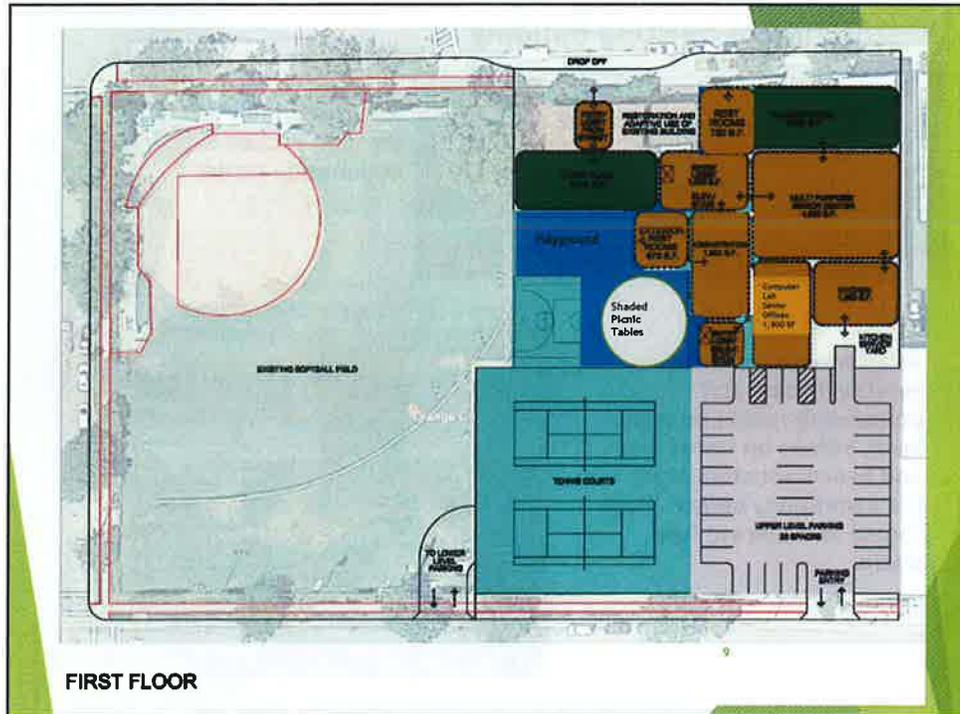


## Option 2 2 Level 20,000+ Sq. Ft. Concept Plan

### Features:

- Restoration of Existing Building
- Shared Senior/Community Center
- Separate Youth Center
- 2 Levels with 101 Parking Spaces
- No Commercial Lease space
- Estimated Cost \$13+ Million



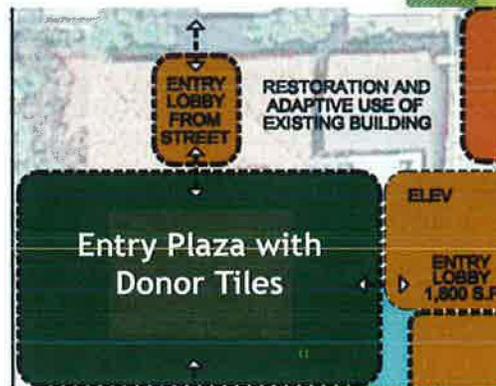


### Restoration of Existing Building



Restore original entrance through arches to entry level of community center

Adaptive use includes meeting rooms and counseling rooms on main level, offices on upper level, and basement storage for the community center. Rest rooms for adjacent field users.



### Projected Cost Option 1 - 40,000 sq. ft. Community Center

Adaptive Restoration of Existing Building 900 Sq. Ft. \$225 Sq. Ft.	Demolition, Grading, Site Preparation City Yard & Orange Grove Park	New Community Center 40,150 Sq. Ft. \$425 Sq. Ft.	Parking (153 spaces) \$16,350 per space	Design, Engineering, Contingency, CEQA, and Overhead	Total Estimated Opinion of Probable Cost
\$202,500	\$1,400,000	\$17,063,750*	\$2,501,550	\$1,200,000	\$22,367,800

\*Does not include the cost of developing the 8,000 square feet commercial lease space, which will have to be funded separately from the community center funding. Probably through a joint partnership with a private developer.

### Projected Cost Option 2 - 20,000+ sq. ft. Community Center

Adaptive Restoration of Existing Building 900 Sq. Ft. \$225 Sq. Ft.	Demolition, Grading, Site Preparation City Yard & Orange Grove Park	New Community Center 23,275 Sq. Ft. \$425 Sq. Ft.	Parking (101 spaces) \$16,350 per space	Design, Engineering, Contingency, CEQA, and Overhead	Total Estimated Opinion of Probable Cost
\$202,500	\$875,000	\$9,891,875	\$1,651,350	\$800,000	\$13,420,725

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## City Issues & Concerns

### ► Project Impact

- Height – Visual impact of 3 levels, especially along El Centro Street
- Parking & Traffic – Parking and traffic impact on the surrounding neighborhood with a 40,000 sq. ft. facility with 3 levels of parking
- CEQA – ICG is concerned that the CEQA Check List for the 40,000+ sq. ft. concept will show the project has significant impacts that will require a full EIR study, while the 20,000+ sq. ft. concept will meet program requirements and will not trigger significant impacts on the CEQA Check List, thus allowing the project to proceed with a Mitigated Negative Declaration

#### CEQA Analysis (CEQA Checklist) - Orange Grove Park/City Yard Concept

X	Aesthetics		Agriculture and Forestry		Air Quality
	Biological Resources	X	Cultural Resources	X	Geology/Soils
	Greenhouse Gas Emissions		Hazards and Hazardous Materials	X	Hydrology/Water Quality
	Land Use/Planning		Mineral Resources	X	Noise
	Population/Housing		Public Services	X	Recreation
X	Transportation & Traffic	X	Utilities/Service Systems	14	Mandatory Findings of Significance

## City Issues & Concerns, continued

- **Cost**
  - 3 Level Concept is \$22+ Million and would require \$15-\$18 Million in financing, is this feasible?
  - 2 Level Concept is \$13+ Million and would require \$8-\$10 Million in financing, is this more within City capabilities?



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## Funding Strategy

- ▶ Grants - \$1 Million
  - ▶ Public and Private
- ▶ Community Fundraising - \$1 to \$2 Million
- ▶ Naming Rights/Sponsors - \$1 to \$2 Million
- ▶ Park Fund - \$100,000
- ▶ General Fund - \$500,000
- ▶ Financing Options – For remaining funding needed
  - ▶ Revenue Bonds, or
  - ▶ Lease Purchase Financing

Next level of design will study all strategies and determine the best approach

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**Scope of work to complete next step:**

- ✓ Turning the concept space plan into actual floor plans for the site (including the restoration and adaptive use of the existing recreation building at Orange Grove Park)
- ✓ Finalizing the cost estimates and developing funding strategies (grants, fundraising, and financing options)
- ✓ Preparing site architectural elevation drawings for the Mission St., El Centro St., and Orange Grove Avenue views and possibly a 3-Dimensional video of the entire community center site to give a perspective of how the complex will look within the surrounding neighborhood



**Next Level of Design Costs**

Option	Design	Cost	Cost with 3D Video
Option 1	3 Level - 40K Sq. Ft.	\$86,390	\$99,390
Option 2	2 Level - 20K Sq. Ft.	\$74,890	\$86,890
Option 1 & 2	Both Designs	\$109,590	\$125,590

- Park Facilities Impact Fund has \$250,000 in available funds, and
- Designated Reserve for Community Center and City Yard has \$600,000 in available funds

## Ad –Hoc Committee Discussion and Comments

- ▶ Would like Option 1 with 40,000+ programmable space to meet needs assessment study; however,
- ▶ They understand the cost and impact issues and support the 20,000+ concept
- ▶ They felt the 20,000+ option can be added to in the future if needed and funding is available as it contains open space for expansion
- ▶ They modified the concept plan to add space to the Senior/Community Center areas and reduced basketball from full court to half court.
- ▶ They wish to stay involved in the next level of design to determine the floor plans and spaces.

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## Recommendation

- ▶ That City Council select a Community Center concept design option, and
- ▶ That City Council direct staff to return with an agreement required for the next level of design and identify funds to be used:
  - ▶ Park Facilities Impact Fee, and/or
  - ▶ Designated Reserve for Community Center and City Yard

## Alternative Recommendations

1. That City Council direct staff and ICG to proceed with both concept options to the next level of design and return with an agreement, or
2. City Council could make the determination that a Community Center is unfeasible and terminate the study at this point.

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# City Council Discussion and Action

SouthPasadena  
Community  
Center Feasibility Study





## CITY OF SOUTH PASADENA

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Date: July 6, 2016

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager

FROM: Paul Toor, Director of Public Works

SUBJECT: Agenda Item No. 19 – Ordinance and Resolution regarding Uniform Public Construction Cost Accounting Act

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Please note that two clerical errors have been identified in Agenda Item No. 19 related to the Uniform Public Construction Cost Accounting Act. Below are excerpts from the ordinance:

- Page 19-12, top of page, Section D, shall read as “Authority to award contracts. The City Manager is authorized to award a contract if the lowest bid received is ~~forty-five~~ twenty-five thousand dollars (\$25,000) or less. Contracts valued at more than ~~forty-five~~ twenty-five thousand dollars (\$25,000) can only be awarded by the City Council.”

Additional Material  
AGENDA ITEM # 19  
7/6/16 City Council Mtg.



D. Authority to award contracts. The City Manager is authorized to award a contract if the lowest bid received is ~~forty-five~~ twenty-five thousand dollars (\$25,000) or less. Contracts valued at more than ~~forty-five~~ twenty-five thousand dollars (\$25,000) can only be awarded by the City Council.

E. Bids exceeding \$175,000. If all bids received pursuant to the informal process are in excess of one hundred seventy-five thousand dollars (\$175,000), the City Council may adopt a resolution by a four-fifths vote to award the contract at one hundred eighty-seven thousand five hundred dollars (\$187,500) or less, to the lowest responsible bidder, if it determines the City's cost estimate was reasonable. Otherwise, the project shall be re-bid pursuant to Section 2.99-38 and awarded pursuant to Sections 2.99-38 and 2.99-39 of this chapter.

F. Award of contract. The contract shall be awarded to the lowest responsible bidder.

#### **2.99-38 Notice inviting formal bids.**

The following rules apply to notices for bids for public projects pursuant to the formal bidding process:

A. Contents of notice. Notice inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project.

B. Publication of notice. The notice shall be published at least 14 calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the city, or otherwise comply with the requirements of Public Contracts Code Section 22037.

C. Electronic transmission of notice. The notice inviting formal bids shall also be sent electronically, if available, by either facsimile or electronic mail and mailed to all construction trade journals specified in accordance with Public Contract Code Section 22036. The notice shall be sent at least 15 calendar days before the date of opening the bids. The city may provide additional notice.

#### **2.99-39 Awarding formal bids**

The following rules apply to awarding formal bids for public projects:

A. Rejecting formal bids. In its discretion, the City Council may reject any bids presented, if the City, prior to rejecting all bids and declaring that the project can be more economically performed by employees of the City, furnishes a written notice to an apparent low bidder. The notice shall inform the bidder of the City's intention to reject the bid and shall be mailed at least two business days prior to the hearing at which the City intends to reject the bid. If after the first invitation of bids all bids are rejected, after reevaluating its cost estimates of the project, the City shall have the option of either of the following: