



Wednesday, August 17, 2016
Minutes of the Regular Meeting of the
Joint City Council/Redevelopment Successor Agency

CALL TO ORDER

A Regular Meeting of the South Pasadena Joint City Council/Redevelopment Successor Agency was called to order by Mayor Mahmud on Wednesday, August 17, 2016, at 7:35 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers/Redevelopment Successor Agency Members Joe, Khubesrian, and Schneider; Mayor Pro Tem/Agency Vice Chair Cacciotti; and Mayor/Agency Chair Mahmud.

Absent: None.

City Staff

Present: Sergio Gonzalez, City Manager/Agency Executive Director; Teresa L. Highsmith, City Attorney/Agency Counsel; Evelyn G. Zneimer, City Clerk/Agency Secretary; Desiree Jimenez, Deputy City Clerk/Deputy Agency Secretary were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

INVOCATION

Councilmember Khubesrian gave the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Khubesrian led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS**1. Closed Session Announcements**

The Regular Closed Session of the City Council of August 17, 2016, was called to order by Mayor Mahmud at 6:00 p.m., with all Councilmembers present.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

- A. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9 (d)(4):

Number of Cases: 1

- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9 (d)(1):

Name of Case: City of Gardena v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, Los Angeles County Superior Court Case No. BS156342

- C. CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6:

Public Employee: City Manager

City Negotiator: Teresa L. Highsmith, City Attorney

City Attorney Highsmith reported that City Council provided direction to staff regarding the agenda items, but did not take any reportable action.

PRESENTATIONS**2. Presentation of South Pasadena Tournament of Roses 2016 Float Picture and 2017 Float Design**

Janet Benjamin, representing the South Pasadena Tournament of Roses Committee, narrated a PowerPoint presentation entitled “South Pasadena Tournament of Roses Annual City Council Report August 2016”; invited the community to attend the South Pasadena Cruz’n for Roses Hot Rod and Classic Car Show 2016.

3. Presentation of a Certificate of Recognition to Priority One Credit Union to Celebrate 90 Years of Service to the South Pasadena Community

Mayor Mahmud presented a Certificate of Recognition to Charles R. Wiggington Sr. and Rodger Smock, representing Priority One Credit Union, for 90 years of services to the South Pasadena community.

4. Presentation of the Fiscal Year 2015-16 Annual Report of the Cultural Heritage Commission

James McLane, representing the Cultural Heritage Commission (CHC), presented the fiscal year 2015-16 Annual Report of the CHC.

5. Presentation of the Fiscal Year 2015-16 Annual Report of the Freeway and Transportation Commission

Richard Helgeson, representing the Freeway and Transportation Commission (FTC), presented the fiscal year 2015-16 Annual Report of the FTC.

COMMUNICATIONS

6. Councilmembers Communications

Councilmember Khubesrian requested that the sale of live animals within the City be referred to the Animal Commission, seconded by Mayor Pro Tem Cacciotti; wished the students of the South Pasadena community a great school year.

Councilmember Schneider requested that the Freeway and Transportation Commission discuss strategies to obtain Caltrans cooperation with the SR-110 off-ramp/hook-ramp Project, seconded by Mayor Mahmud; reported on his attendance at various community and advisory body meetings; addressed the importance and benefits of implementing solar energy projects.

Mayor Pro Tem Cacciotti requested that the Animal Commission and Parks and Recreation Commission consider the appropriateness of a closed circuit television system at the new Dog Park, seconded by Councilmember Khubesrian; discussed the concerns expressed by the Library Board of Trustees regarding homelessness and janitorial/custodial services; requested that staff ensure that West Coast Arborists removes all debris after tree trimmings; reported that the South Coast Air Quality Management District's has launched its annual Electric Lawn Mower Exchange Program; introduced Dan Mabe, representing the American Green Zone Alliance, who provided an electric lawn mower demonstration.

7. City Manager Communications

City Manager Gonzalez encouraged residents to participate in the City's upcoming Clean Air Car Show/Green Living Expo and Public Safety Open House; announced that various construction projects are scheduled over the next several months and that resident concerns should be directed to the Management Services Department; advised that the City has executed a contract with the Housing Rights Center, explaining that residents may utilize their services for tenant/landlord education and mediation services.

8. Reordering of and Additions to the Agenda

None.

PUBLIC COMMENTS

Bee Simpson, South Pasadena resident, recommended that the City provide residents with information on the importance of deep watering practices for trees as well as safety precautions related to coyotes.

Jorge Rodriguez, representing the Blue Green Alliance, urged that the City Council agendize consideration of issuing a letter of support to the California Public Utilities Commission (CPUC) regarding proposed natural gas leakage abatement recommendations.

Mayor Pro Tem Cacciotti requested that staff agendize consideration of issuing a letter of support to the CPUC regarding proposed recommendations for natural gas leakage abatement, seconded by Councilmember Schneider.

CONSENT CALENDAR

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the Consent Calendar Item Nos. 9 through 22, with Item Nos. 12, 14, and 16 pulled for separate discussion.

9. Minutes of the City Council Meetings of July 20, 2016

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the Minutes of the City Council Meetings of July 20, 2016.

10. Prepaid Warrants, General City Warrants, Redevelopment Successor Agency Check Summary, and Payroll

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 194540 through 194698 in the amount of \$1,313,462.10; General City Warrants Nos. 194699 through 194933 in the amount of \$1,472,939.58 and Payrolls, dated July 22, 2016, July 29, 2016, and August 12, 2016 in the amount of \$1,157,705.37. Seated as the Successor Agency to the Community Redevelopment Agency, approve Payroll, dated July 29, 2016, in the amount of \$2,659.35 (included in the above totals).

11. Monthly Investment Reports for June 2016

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to receive and file the Monthly Investment Reports for June 2016 for the City Council, the Successor Agency to the Community Redevelopment Agency, and the Public Financing Authority.

13. Approval of South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and Bylaws

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the annual South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and Bylaws.

15. Award of Contract to Integrated Consulting Group, Inc., in the Amount of \$125,590 for the Next Phase of the Community Center Feasibility Study

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to:

1. Approve a contract, subject to the approval by the City Attorney, with Integrated Consulting Group, Inc.
2. Authorize the City Manager to enter into a contract with Integrated Consulting Group, Inc.
3. Approve an appropriation and transfer of \$125,590 from the Community Center/ Maintenance Yard Designated Reserve account to Account No. 105-9000-9195-9195.

17. Award of Contract to KOA Corporation for Inspection and Construction Management Services for the Monterey Road Street Improvement Project

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to:

1. Accept a proposal dated May 26, 2016, from KOA Corporation for inspection and construction management services for the Monterey Road Street Improvement Project and authorize the City Manager to execute an agreement with KOA Corporation for an amount not-to-exceed \$60,480.
2. Reject all other proposals received.

18. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project and Authorization to Release Retention Payment in the Amount of \$25,167 to Toro Enterprises, Inc.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project.
2. Authorize release of retention payment to Toro Enterprises, Inc., in the amount of \$25,167 subsequent to the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.

19. State Route 110 Safety Enhancement Project Notice of Preparation Comment Letter

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to authorize a public comment letter regarding the State Route 110 Safety Enhancement Project Notice of Preparation.

20. Award of Contract to AKD Consulting for Management of the Water Facilities Capital Improvement Programs

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to award a contract to AKD Consulting for a not-to-exceed amount of \$168,000 for project management services associated with the implementation of the water facilities Capital Improvement Program for an initial one-year period, with an option to renew the contract for two additional one-year periods under the same terms and conditions.

21. Adoption of a Resolution Approving the Annual Auditor's Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2016-17

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to adopt Resolution No. 7473 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the Annual Auditor's Report and setting the rate of the Library Special Tax to finance Library services for Fiscal Year 2016-17."

22. Award of Contract to Raftelis Financial Services, Inc. to Conduct a Cost of Service Study for Water Utility Operations

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to:

1. Award a professional services agreement to Raftelis Financial Services, Inc., to conduct a comprehensive Cost of Service Study for water utility operations, and authorize the City Manager to execute an agreement with Raftelis Financial Services, Inc. for a not-to-exceed amount of \$55,465.
2. Reject all other proposals received.

ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

12. Second Reading and Adoption of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building Code

Holly Hawk, South Pasadena resident, stated that she was unaware of the proposed ordinance and requested an explanation of the intent of the ordinance or a full reading.

Mayor Mahmud requested that this matter be deferred to later in the meeting to provide Ms. Hawk to opportunity to read the proposed ordinance, seconded by Councilmember Schneider.

(Please refer to Page 164 of these minutes for the continuation of this item)

14. Adoption of a Resolution to Destroy Expired Records Per the City of South Pasadena Records Retention Schedule

Holly Hawk, South Pasadena resident, questioned, and received clarification that the records proposed for destruction consists of aged claims and routine correspondence.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve Resolution No. 7472 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the destruction of certain City records from the Management Services Department."

16. Award of Contract to Vido Samarzich, Inc., for the Construction of the Monterey Road Street Improvement Project

In response to City Council inquiries, Public Works Director Toor discussed the inclusion of sidewalk replacements as part of the Monterey Road Street Improvement Project, explaining that utility boxes and street light poles encroaching on the sidewalk may be relocated, when feasible.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to:

1. Accept a bid dated August 2, 2016, from Vido Samarzich, Inc., for the construction of the Monterey Road Street Improvement Project and authorize the City Manager to enter into a contract with Vido Samarzich, Inc., for an amount not-to-exceed \$1,552,360.
2. Reject all other bids received.

ACTION/DISCUSSION

23. Consideration of a Special Permit Application to Keep More Than Three (3) Dogs at 1936 Hanscom Drive

Police Captain Neff presented the staff report; explained that the subject permit would only apply to the existing dogs and that the permit will identify each dog utilizing by microchip number.

Mayor Mahmud opened the Public Comment period.

James Ciampa, Attorney representing Michel and Lisa Castonguay (Applicants), requested that the City Council support the application for a special dog permit, stating that the staff report thoroughly explained the circumstances of the application.

Marysia Wojcik, South Pasadena resident, noted that she is a former Animal Commissioner; voiced concern that the Animal Commission did not have an opportunity to consider this request.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

In response to City Council inquiries, Police Captain Neff advised the City has not received any dog-related complaints at this location, other than the initiating animal welfare check; explained that revocation of the permit would be triggered if more than three complaints were substantiated in a one-year period.

MOTION BY MAYOR MAHMUD, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to adopt Resolution No. 7474 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving a special permit for the keeping of more than three (3) dogs at 1936 Hanscom Drive."

24. First Reading and Introduction of Ordinance to Amend Sections 5.26 (Number of Dogs Which May Be Kept By An Individual) and 5.36 (Seeing Eye Dogs Exempt from Fee Provisions) of the South Pasadena Municipal Code and Associated Resolution

Captain Neff presented the staff report and responded to City Council inquiries.

Mayor Mahmud opened the Public Comment period.

Bee Simpson, South Pasadena resident, requested that the City Council refer the proposed ordinance to the Animal Commission for consideration.

Marysia Wojcik, South Pasadena resident, recommended that the matter be deferred to allow the Animal Commission to consider the matter and provide the City Council with a recommendation.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

In response to City Council inquiry, Animal Control Officer Oliver advised that several cities in the San Gabriel valley allow residents to keep up to four dogs with or without a special permit.

By consensus, the City Council requested that the Animal Commission consider the proposed ordinance, including whether the City should allow residents to keep up to four dogs without a special permit.

25. Approval of a Second Amendment for a Three Year Extension of the Arroyo Seco Golf Course Operations Management Agreement with Donovan Bros. Golf, LLC

Community Services Director Pautsch presented the staff report; explained that a decision is needed from the Cultural Heritage Commission as to whether the existing golf course clubhouse will be designated as historically significant before proceeding with a Request for Proposals.

In response to City Council inquiry, City Attorney Highsmith advised that provision to allow the City a "right to audit provision" could be included in the proposed contract amendment.

Mayor Mahmud opened the Public Comment period.

Michael Donovan, President of Donovan Bros. Golf, LLC, stated that there is a need for a new clubhouse at the Arroyo Seco Golf Course.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

Mayor Pro Tem Cacciotti spoke in support for a concurrent review of leases for the Arroyo Seco Golf Course and the Arroyo Seco Racquet Club.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER SCHNIEDER, CARRIED 5-0, to approve a second amendment for a three-year extension of the Arroyo Seco Golf Course Operations Management Agreement with Donovan Bros. Golf, LLC.

26. Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District

Public Works Director Toor narrated a PowerPoint Presentation entitled “Landscape and Lighting Maintenance District”; advised that the City Council should approve the Engineer’s Report even if it desires to defer action related to scheduling a public hearing on a new assessment district; explained that additional funds are needed to allow the City the ability to address raising costs for median and parkway tree maintenance, tree replacements, acquisition of street light poles, and converting street lights to energy-efficient LED lighting.

Mayor Mahmud opened the Public Comment period.

Vicky Kirkwood, South Pasadena resident, questioned, and received clarification that residents should report fallen tree limbs by contacting the Police Department or Public Works Department and that the City has a policy on tree replacement.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

By consensus, the City Council deferred action on scheduling a public hearing for a new assessment district and directed staff to return to City Council in early 2017.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to adopt Resolution No. 7475 entitled “A Resolution of the City Council of the City of South Pasadena, California, initiating proceedings for the formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1.”

REPORTS

Councilmember Joe excused himself from the meeting and left the Chamber at 10:18 p.m.

27. Receive and File the Year End Financial Report for the Arroyo Seco Golf Course

Community Services Director Pautsch presented the staff report. In response to City Council inquiry, Ms. Pautsch explained that the Arroyo Seco Golf Course has experienced volatility in revenues, due in part to subsidization for non-profit organizations’ use of the Golf Course Banquet Room.

Mayor Mahmud recommended that the Arroyo Seco Golf Course Lease Ad Hoc Committee explore having non-profit organizations reimburse the City for use of golf course facilities; seconded by Mayor Pro Tem Cacciotti.

Mayor Mahmud opened the Public Comment period.

Holly Hawk, South Pasadena resident, questioned, and received clarification Donovan Bros. Golf, LLC, operates under a management agreement with the City and the City pays the operator regardless of revenues received by the City.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to receive and file the Year End Financial Report for the Arroyo Seco Golf Course.

RECONSIDERATION OF ITEM NO. 12

12. **Second Reading and Adoption of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building Code**

City Manager Gonzalez provided an overview of the proposed ordinance.

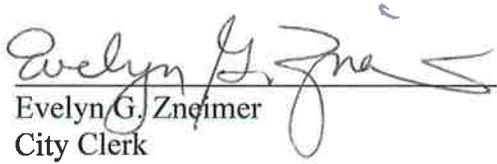
Holly Hawk, South Pasadena resident, voiced concern that the proposed ordinance will be a financial burden to subjected property owners and questioned whether the City intends to provide financial assistance to the property owners.

In response to public comment, City Attorney Highsmith advised that existing state law imposes a requirement that municipalities require property owners to retrofit unreinforced masonry building. Mayor Mahmud stated that the City does not have funding available for property owners, noting that it would be constitutionally prohibitive to provide a gift of public funds.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 4-0 (WITH COUNCILMEMBER JOE ABSENT), to adopt Ordinance No. 2300 "An Ordinance of the City Council of the City of South Pasadena, California, amending the South Pasadena Municipal Code Title I (In General) of Chapter 9 (Buildings) by adopting by reference and amending Chapter 96, Earthquake Hazard Reduction, for existing unreinforced masonry bearing wall buildings, of the 2014 County of Los Angeles Building Code and Repealing Article III (Earthquake and Hazard Reduction) of Chapter 9 (Buildings)," and waive further reading.

ADJOURNMENT

Mayor Mahmud adjourned the Joint City Council/Redevelopment Successor Agency meeting at 10:45 p.m.


Evelyn G. Zenger
City Clerk


Diana Mahmud
Mayor

Minutes approved by the South Pasadena City Council on September 7, 2016.