CITY OF SOUTH PASADENA
CITY COUNCIL

AGENDA

REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 3, 2025, 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	Janet Braun
ROLL CALL:	Mayor	Janet Braun
	Mayor Pro Tem	Sheila Rossi
	Councilmember	Michael A. Cacciotti
	Councilmember	Jon Primuth
	Councilmember	Omari Ferguson
PLEDGE OF ALLEGIANCE:	Councilmember	Jon Primuth

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

PRESENTATIONS

2. A PRESENTATION BY THE SOUTH PASADENA TOURNAMENT OF ROSES OF RAFFLE TICKET PRIZE WINNERS

3. A CERTIFICATE OF RECOGNITION HONORING POLICE CHIEF BRIAN SOLINSKY FOR 32 YEARS OF DEDICATED SERVICE TO THE CITY OF SOUTH PASADENA

4. STATE OF THE CITY

PUBLIC COMMENT

5. 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.

CHANGES TO THE AGENDA

6. 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.

7. CONSIDERATION OF APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $79,127.46; GENERAL CITY WARRANTS IN THE AMOUNT OF $796,389.12; ONLINE PAYMENTS IN THE AMOUNT OF $141,597.97; VOIDS IN THE AMOUNT OF ($17,150.49); PAYROLL IN THE AMOUNT OF $912,026.40.

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

8. CONSIDERATION OF APPROVAL OF A DISCRETIONARY FUND REQUEST FROM COUNCILMEMBER PRIMUTH IN THE AMOUNT OF $1,000 AND FROM COUNCILMEMBER CACCIOTTI IN THE AMOUNT OF $200 TO SUPPORT THE SOUTH PASADENA HIGH SCHOOL TIGER BOOSTER CLUB'S TIGER RUN EVENT, HELPING TO OFFSET A PORTION OF STAFFING-RELATED EXPENSES.

Recommendation
It is recommended that the City Council:
1. Find that the requested allocation of discretionary funds to support the South Pasadena High School Tiger Booster Club to cover expenses for the Tiger Run Event (Event) serves a valid public purpose benefiting the City; that the expenditure is free from any conflict of interest; and it does not constitute a gift to any individual, corporation or municipality, but it is used exclusively to benefit the general public;
2. Approve the allocation from Councilmember Primuth of up to $1,000 in discretionary funds to support the Event by offsetting a portion of staffing-related expenses based on these findings; and
3. Approve the allocation from Councilmember Cacciotti of up to $200 in discretionary funds to support the Event by offsetting a portion of staffing-related expenses based on these findings.

9. CONSIDERATION OF ADOPTION OF RESOLUTION NO. 7957 MAKING APPOINTMENTS TO THE METRO GOLD LINE FOOTHILL EXTENSION CONSTRUCTION AUTHORITY BOARD OF DIRECTORS

Recommendation
It is recommended that the City Council adopt Resolution No. 7957, appointing the following individuals to the Los Angeles County Metropolitan Transportation Authority Gold Line Foothill Extension Construction Authority Board of Directors as follows:
1. City of Glendora Councilmember Mendell Thompson - Voting Board Member for a term of two years ending December 31, 2027;
2. City of Ontario Councilmember Paul Leon - Alternate for Voting Board Member for a term of two years ending December 31, 2027.

10. CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE NO.

2406 OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION) AND REVISING THE GENERAL PROVISIONS APPLICABLE TO ALL COMMISSIONS AND AMENDING CERTAIN SECTIONS OF THE VARIOUS ARTICLES FOR INDIVIDUAL COMMISSIONS AND AMENDING THE SOUTH PASADENA MUNICIPAL CODE

Recommendation

It is recommended that the City Council adopt Ordinance No. 2406 amending Chapter 2 (Administration) of the South Pasadena Municipal Code related to boards and commissions.

11. CONSIDERATION OF APPROVAL OF A CHANGE ORDER TO SUBSTITUTE THE PURCHASE OF ONE FORD F-150 LIGHTNING WITH AN ELECTRIC CHEVROLET SILVERADO DUE TO INDUSTRY PRODUCTION PAUSES

Recommendation

It is recommended that the City Council:

1. Approve the change order substituting the previously authorized purchase of one Ford F-150 Lightning for the Fire Department with a Chevrolet Silverado EV, due to Ford Motor Company's production pause and indefinite delay; and
2. Authorize the City Manager to execute any necessary change orders, contracts, or purchase documents with National Auto Fleet Group through the City's Sourcewell Contract #091521-NAF.

12. CONSIDERATION OF ACCEPTANCE OF A GROUNDWORKS GRANTS AWARD FROM THE CALIFORNIA STATE LIBRARY IN THE AMOUNT OF $6,346.30 AND ADOPTION OF RESOLUTION NO. 7958 APPROPRIATING $6,346.30 TO THE LIBRARY'S FISCAL YEAR 2025-2026 OPERATING BUDGET

Recommendation

It is recommended that the City Council:

1. Authorize the acceptance of a grant award in the amount of $6,346.30 from the California State Library Groundworks Grants program; and
2. Adopt Resolution No. 7958 appropriating funds in the amount of $6,346.30 from the General Fund Miscellaneous Revenue account (101-0000-0000-5071-003) to the Library's Special Department Expense account (101-8010-8011-8020).

ACTION/DISCUSSION

13. DISCUSSION AND DIRECTION REGARDING THE CITY'S BLOCK PARTY PERMIT PROCESS AND OPTIONS FOR COUNCIL CONSIDERATION FOR UPDATING AND FORMALIZING BLOCK PARTY PERMIT PROCESS; AND APPROVAL OF COUNCILMEMBER CACCIOTTI'S REQUEST FOR THE USE OF HIS DISCRETIONARY FUNDS FOR THE PURCHASE OF BARRICADE EQUIPMENT FOR BLOCK PARTIES

Recommendation

It is recommended that the City Council consider the following requests:

1. Receive report from staff on the City's current Block Party Permit process;

2. Provide direction to staff on the development of a formal Block Party Permit Policy;
3. Consider options for how the City will manage traffic control needs for approved neighborhood block parties, including whether to purchase City-owned barricades;
4. Consider Councilmember Michael Cacciotti's request to appropriate the remainder of his discretionary funds, in the amount of $1,700, from Account No. (101-1010-1011-8021-004), to Account No. (101-6010-6011-8180-000) to partially fund the purchase of barricade equipment needed to implement a block party permit policy program and find that the expenditure serves a valid public purpose benefitting the City, that the expenditure is free from any conflict of interest and that it does not constitute a gift to any individual, corporation or municipality, but it is used exclusively to benefit the general public; and
5. Provide additional direction as appropriate.

14. DISCUSSION AND DIRECTION REGARDING THE ELIGIBLE USES OF NATIONAL OPIOID SETTLEMENT FUNDS

Recommendation

It is recommended that the City Council:

1. Receive and file this report on the purpose and eligible uses of opioid settlement funds; and
2. Provide direction to staff on establishing an implementation plan for allowable uses, focusing on evidence-based, high-impact community programs.

15. CONSIDERATION OF ORDINANCE NO. 2409 OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) OF THE SOUTH PASADENA MUNICIPAL CODE IN ITS ENTIRETY

Recommendation

It is recommended that the City Council introduce Ordinance No. 2409 by title only and waive full reading of the ordinance amending Chapter 34 (Trees and Shrubs) in its entirety.

PUBLIC COMMENT - CONTINUED

16. 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

17. 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.

18. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

December 17, 2025	Regular City Council Meeting	7:00 P.M.
January 7, 2026	Cancelled	7:00 P.M.
January 14, 2026	Special Study Session with the Planning Commission	7:00 P.M.
January 21, 2026	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 3, 2025, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.

11/26/2025	/S/
Date	Mark Perez, Acting Chief City Clerk

City Council Agenda Report

ITEM NO. 7

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: William Castrillon, Budget & Purchasing Manager

SUBJECT: **CONSIDERATION OF APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $79,127.46; GENERAL CITY WARRANTS IN THE AMOUNT OF $796,389.12; ONLINE PAYMENTS IN THE AMOUNT OF $141,597.97; VOIDS IN THE AMOUNT OF ($17,150.49); PAYROLL IN THE AMOUNT OF $912,026.40.**

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

Executive Summary
Prepaid Warrants:
Warrant # 322464-322474: **$33,953.03**
ACH: **$45,174.43**

General City Warrants
Warrant # 322475-322562: **$591,315.77**
ACH: **$205,073.35**
Voids: **($17,150.49)**

Online Payments: **$141,597.97**
Payroll Period Ending 11/07/2025: **$894,532.51**
Payroll Off Cycle 11/13/2025: **$17,493.89**

Total: $1,911,990.46

Analysis
A warrant register is the list of checks and electronic payments issued by the City. Approval of the warrant register allows the City Council to review and confirm payments made with City funds. This process provides transparency to the public, ensures spending is consistent with the adopted budget and City policies, and serves as an important internal control to safeguard taxpayer dollars. By approving the register, the City Council fulfills its responsibility to oversee the use of public funds and maintain accountability in City operations.

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.

Attachment:
Attachment No. 1 - Warrant Summary
Attachment No. 2 - Prepaid Warrant List
Attachment No. 3 - General Warrant List
Attachment No. 4 - Online Payments
Attachment No. 5 - Payroll
Attachment No. 6 - Voids

City of South Pasadena
Demand/Warrant Register
Recap by fund

Date 12/3/2025

	Fund No.	Amounts	
		Prepaid	**Written**
General Fund	101	27,583.19	327,090.53
Insurance Fund	103	-	2,579.60
Street Improvement Program	104	-	-
Technology Surcharge Fund	106	-	-
Facilities & Equip.Cap. Fund	105	31,531.73	-
Programs and Projects	107	-	-
Special Projects Fund	116	-	-
Vehicle Replacement Fund	120	-	-
Local Transit Return "A"	205	53.31	2,985.75
SLFRF Fund	206	-	-
Local Transit Return "C"	207	-	-
TEA/Metro	208	-	-
Sewer Fund	210	1,131.31	374.54
CTC Traffic Improvement	211	-	-
SB2 Planning Grant	213	-	-
Rogan HR5294 Grant	214	-	-
Street Lighting Fund	215	53.31	38,625.98
Public, Education & Govt Fund	217	-	-
Clean Air Act Fund	218	-	-
Business Improvement Tax	220	-	-
Gold Line Mitigation Fund	223	-	-
Mission Meridian Public Garage	226	-	-
Housing Authority Fund	228	-	-
State Gas Tax	230	53.31	332.46
County Park Bond Fund	232	-	-
Measure R	233	-	2,155.73
Measure M	236	-	2,155.72
Road Maint & Rehab (SB1)	237	-	-
MSRC Grant Fund	238	-	-
Measure W	239	-	-
Measure H	241	-	-
Prop C Exchange Fund	242	-	-
Bike & Pedestrian Paths	245	-	-
BTA Grants	248	-	-
Golden Street Grant	249	-	-
Affordable Housing Trust Fund	254	11,000.00	-
Capital Growth Fund	255	-	-
CDBG	260	-	5,018.40
OTS Grant	269	-	2,257.38
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	-	381,808.05
Water Fund	500	7,721.30	27,965.74
Water Efficiency Fund	503	-	876.82
2016 Water Revenue Bonds Fund	505	-	-
SRF Loan - Water	506	-	-
Water & Sewer Impact Fee	510	-	-
Public Financing Authority	550	-	-
Payroll Clearing Fund	700	-	2,162.42
			-
	Column Totals:	79,127.46	796,389.12

City Report Totals:	875,516.58
Payroll Period Ending 11/07/2025:	894,532.51
Payroll - Off Cycle 11/13/2025:	17,493.89
Online Payments	141,597.97
Voids - General Warrant	(17,150.49)
Grand Report Total:	**1,911,990.46**

Janet Braun, Mayor

William Castrillo, Budget & Purchasing Manager

Mark Perez, Acting Chief City Clerk

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:30AM

Check Number	Check Date		Amount
CIN4011 - AT&T Mobility			
322464	11/13/2025		
		Inv 287288006612X10	3,585.78
		Inv 287288006612X11	3,569.13
		Inv 287312118886X10	2,718.32
		Inv 287312118886X11	2,771.83
322464 Total:			12,645.06
CIN4011 - AT&T Mobility Total:			12,645.06
SOGA6501 - SoCalGAS			
322465	11/13/2025		
		Inv Past Due Paymen	266.56
322465 Total:			266.56
SOGA6501 - SoCalGAS Total:			266.56
Total:			12,911.62

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:33AM

Check Number	Check Date	Amount
CPR8031 - California Park & Recreation Society		
322466	11/18/2025	
Inv C26		1,815.00
322466 Total:		1,815.00
CPR8031 - California Park & Recreation Society Total:		1,815.00
ENTERPRI - Enterprise FM Trust		
0	11/18/2025	
Inv FBN5481282		31,531.73
0 Total:		31,531.73
ENTERPRI - Enterprise FM Trust Total:		31,531.73
POS5265 - Post Alarm Systems		
0	11/18/2025	
Inv 1849247		282.33
Inv 1859343		273.22
Inv 1859468		273.22
Inv 1865296		123.70
0 Total:		952.47
POS5265 - Post Alarm Systems Total:		952.47
REALITYB - Reality Buffer LLC		
322467	11/18/2025	
Inv 12162025		300.00
322467 Total:		300.00
REALITYB - Reality Buffer LLC Total:		300.00
SAN4958 - San Marino Security System, Inc.		
322469	11/18/2025	
Inv 60916		300.00
322469 Total:		300.00

Check Number	Check Date	Amount
SAN4958 - San Marino Security System, Inc. Total:		300.00
SGVM2010 - San Gabriel Valley CM Association		
322468	11/18/2025	
Inv 111925		40.00
322468 Total:		40.00
SGVM2010 - San Gabriel Valley CM Association Total:		40.00
THES8267 - Siegel, Theodore		
322470	11/18/2025	
Inv 1282025		150.00
322470 Total:		150.00
THES8267 - Siegel, Theodore Total:		150.00
TIM4011 - Charter Communications Holdings, LLC		
0	11/18/2025	
Inv 188597901110125		466.96
Inv 188598001110125		83.95
Inv 188598901110125		61.32
0 Total:		612.23
TIM4011 - Charter Communications Holdings, LLC Total:		612.23
Total:		35,701.43

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:35AM

Check Number	Check Date	Amount
FIDELTIT - Fidelity National Title Company		
0	11/18/2025	
Inv NOV25 BONITA		1,000.00
Inv NOV25 FAIRVIEW		1,000.00
Inv NOV25 GREVELIA		1,000.00
Inv NOV25 ORANGE		1,000.00
Inv NOV25 ORANGE-2		1,000.00
Inv NOV25 PROSPECT		1,000.00
Inv NOV25 PROSPECT2		1,000.00
Inv NOV25 VALLEYV		1,000.00
0 Total:		8,000.00
FIDELTIT - Fidelity National Title Company Total:		8,000.00
Total:		8,000.00

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:36AM

Check Number	Check Date		Amount
HEYHIHEL - McKinney, O'Ryan			
322471	11/19/2025		
	Inv B381A3A8-0001		735.00
322471 Total:			735.00
HEYHIHEL - McKinney, O'Ryan Total:			735.00
WON6410 - Wondries Toyota			
322472	11/19/2025		
	Inv 140193		5,243.17
	Inv 140213		4,790.26
322472 Total:			10,033.43
WON6410 - Wondries Toyota Total:			10,033.43
Total:			10,768.43

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:37AM

Check Number	Check Date	Amount
FIDELTIT - Fidelity National Title Company		
0	11/19/2025	
Inv Fairview 111925		1,000.00
Inv Meridian 111925		1,000.00
Inv ValleyV 111925		1,000.00
0 Total:		3,000.00
FIDELTIT - Fidelity National Title Company Total:		3,000.00
Total:		3,000.00

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:38AM

Check Number	Check Date	Amount
CAEN9297 - Carollo Engineers, Inc.		
0	11/20/2025	
Inv FB65853		1,078.00
0 Total:		1,078.00
CAEN9297 - Carollo Engineers, Inc. Total:		1,078.00
PWP4465 - Pasadena Water & Power		
322473	11/20/2025	
Inv 10/14-11/12/25		3,334.65
322473 Total:		3,334.65
PWP4465 - Pasadena Water & Power Total:		3,334.65
UPP7789 - Upper San Gabriel Valley MWD		
322474	11/20/2025	
Inv 2/10-25		108.33
Inv 2025Q4		4,225.00
322474 Total:		4,333.33
UPP7789 - Upper San Gabriel Valley MWD Total:		4,333.33
Total:		8,745.98

Accounts Payable

Check Detail

User: tfernandez
Printed: 11/25/2025 - 10:39AM

Check Number	Check Date	Amount
ACCOEG - ACCO Engineered Systems, Inc.		
322475	11/20/2025	
Inv 20753482		1,581.56
322475 Total:		1,581.56
ACCOEG - ACCO Engineered Systems, Inc. Total:		1,581.56
ACMT2920 - All City Management Services, Inc.		
322478	11/20/2025	
Inv 104478		14,125.25
322478 Total:		14,125.25
ACMT2920 - All City Management Services, Inc. Total:		14,125.25
ACTM3010 - Robert Half International, Inc.		
0	11/20/2025	
Inv 0247545C		6,283.20
Inv 65587390		1,900.00
Inv 65612414		1,425.00
0 Total:		9,608.20
ACTM3010 - Robert Half International, Inc. Total:		9,608.20
ALH0179 - Alhambra Car Wash		
322477	11/20/2025	
Inv October 2025		288.00
322477 Total:		288.00
ALH0179 - Alhambra Car Wash Total:		288.00
ALL0197 - All Star Fire Equipment, Inc.		
322479	11/20/2025	
Inv 268401		108.29
Inv 268471		12,408.87
322479 Total:		12,517.16

Check Number	Check Date	Amount
ALL0197 - All Star Fire Equipment, Inc. Total:		12,517.16
AMAZONCP - Amazon Capital Services, Inc.		
0	11/20/2025	
Inv 111P-DFTX-7KGD		17.50
Inv 113H-3PTP-MK3P		69.26
Inv 11P6-WFVV-JLYH		277.64
Inv 13F1-TLY7-W4Y7		195.93
Inv 13VV-4VN4-9CM7		369.44
Inv 14N1-634J-Q417		287.29
Inv 14TD-Q636-YGMP		304.11
Inv 14TD-Q636-YPVW		346.31
Inv 17J1-3Y9X-6D6R		154.46
Inv 17LT-QNVD-FW1D		36.41
Inv 19L3-TJ3X-GK7Y		28.70
Inv 19X9-Y7TN-FXML		36.46
Inv 1C1K-769-1N77		56.03
Inv 1D4K-QKFJ-RY4D		170.03
Inv 1D4K-QKFJ-RY69		27.28
Inv 1DKY-J4H6-DFW3		14.35
Inv 1G3W-JGMX-NTVJ		32.02
Inv 1G99-9VJW-F4QR		22.08
Inv 1HCT-KXV9-N9MQ		27.68
Inv 1HCT-KXV9-WKRM		43.05
Inv 1HDQ-C3VT-GG9Q		28.30
Inv 1HTD-HTPT-6RX1		62.36
Inv 1JGD-NLR4-CHCN		16.45
Inv 1JN9-HJ1Y-77RR		39.88
Inv 1JRG-K397-CGHC		74.17
Inv 1KGL-PJHG-KTM6		103.87
Inv 1KRY-XJ4G-YP94		302.23
Inv 1KWP-VXK1-H4P4		59.56
Inv 1LCV-MP7L-PF1P		248.25
Inv 1LV7-91T9-F4VW		72.87
Inv 1MC7-FCWW-CKWG		15.80
Inv 1N4F-CWWG-DFGP		60.00
Inv 1QMQ-YNNF-CQJ3		14.31
Inv 1QP3-GX1Q-34YG		80.56
Inv 1QYC-6769-CVCG		44.18
Inv 1X74-44D4-PF4W		437.58
Inv 1Y7Q-4WHH-7VDY		12.12
Inv IJTJ-3D6V-3YVC		105.85
0 Total:		4,294.37
AMAZONCP - Amazon Capital Services, Inc. Total:		4,294.37
ATFR4011 - Fierro, Anthony		
322507	11/20/2025	
Inv 05/17/2026		945.27
322507 Total:		945.27

Check Number	Check Date	Amount
ATFR4011 - Fierro, Anthony Total:		945.27
ATGC8530 - CU Technology		
0	11/20/2025	
Inv 12925		26,413.75
0 Total:		26,413.75
ATGC8530 - CU Technology Total:		26,413.75
BAK9999 - Baker & Taylor Inc.		
0	11/20/2025	
Inv 2039274126		439.23
Inv 2039278707		541.08
Inv 2039280431		474.18
Inv 2039286847		1,104.45
0 Total:		2,558.94
BAK9999 - Baker & Taylor Inc. Total:		2,558.94
BARALPW - Barrera, Alejandro		
322483	11/20/2025	
Inv 11/6/2025		25.20
Inv 11/8/2025		25.20
322483 Total:		50.40
BARALPW - Barrera, Alejandro Total:		50.40
BRCL6011 - BluSky Restoration Contractors, LLC		
322484	11/20/2025	
Inv 255505-11		36,728.00
322484 Total:		36,728.00
BRCL6011 - BluSky Restoration Contractors, LLC Total:		36,728.00
BUR4018 - Burro Canyon Ent		
322488	11/20/2025	
Inv 3657		500.00
322488 Total:		500.00
BUR4018 - Burro Canyon Ent Total:		500.00
CAL5236 - Dy-Dee Services of Pasadena, Inc.		
322501	11/20/2025	
Inv 2522170		96.16

Check Number	Check Date	Amount
322501 Total:		96.16
CAL5236 - Dy-Dee Services of Pasadena, Inc. Total:		96.16
CAME2015 - California Maintenance & Environmental		
0	11/20/2025	
Inv 40224		175.00
Inv 41116		125.00
Inv 41117		125.00
0 Total:		425.00
CAME2015 - California Maintenance & Environmental Total:		425.00
CAMERPL - California Metro Patrol & EMS, Inc.		
322490	11/20/2025	
Inv 12322		3,288.80
322490 Total:		3,288.80
CAMERPL - California Metro Patrol & EMS, Inc. Total:		3,288.80
CAN0607 - Cantu Graphics Inc.		
322491	11/20/2025	
Inv 64954-3		142.38
Inv 64958-2		49.73
Inv 64981-3		99.34
Inv 64981-4		148.62
322491 Total:		440.07
CAN0607 - Cantu Graphics Inc. Total:		440.07
CDAVILA - Davila, Cristofer		
0	11/20/2025	
Inv CD 11.25		55.00
0 Total:		55.00
CDAVILA - Davila, Cristofer Total:		55.00
CFNSPR - California Newspapers Partnership		
0	11/20/2025	
Inv Oct 2025		2,019.20
0 Total:		2,019.20
CFNSPR - California Newspapers Partnership Total:		2,019.20

Check Number	Check Date	Amount
CGPH4011 - Phillips, Craig		
322536	11/20/2025	
Inv 10/20/2025		42.00
322536 Total:		42.00
CGPH4011 - Phillips, Craig Total:		42.00
CGUSA - Compass Group USA, Inc.		
322498	11/20/2025	
Inv SOC292515		52.47
322498 Total:		52.47
CGUSA - Compass Group USA, Inc. Total:		52.47
CHWCONST - Chawkins, Ken		
322492	11/20/2025	
Inv 1177		1,170.00
322492 Total:		1,170.00
CHWCONST - Chawkins, Ken Total:		1,170.00
CINFIRE - Cintas Corporation No. 2		
322495	11/20/2025	
Inv 0F19726143		2,294.35
322495 Total:		2,294.35
CINFIRE - Cintas Corporation No. 2 Total:		2,294.35
CINTA3 - Cintas Corporation		
322494	11/20/2025	
Inv 4248604032		351.02
322494 Total:		351.02
CINTA3 - Cintas Corporation Total:		351.02
CLLA6749 - CliftonLarsonAllen LLP		
322497	11/20/2025	
Inv L251706166		11,775.75
322497 Total:		11,775.75
CLLA6749 - CliftonLarsonAllen LLP Total:		11,775.75
COBR7131 - The Advantage Group		
0	11/20/2025	

Check Number	Check Date	Amount
Inv 190983		288.00
0 Total:		288.00
COBR7131 - The Advantage Group Total:		288.00
COP0708 - CopWare, Inc		
322499	11/20/2025	
Inv 87328		965.00
322499 Total:		965.00
COP0708 - CopWare, Inc Total:		965.00
COSU8011 - Frances Orton, COSUGI Membership & Web Coordinator		
322508	11/20/2025	
Inv EIN-0565195		150.00
322508 Total:		150.00
COSU8011 - Frances Orton, COSUGI Membership & Web Coordinator Total:		150.00
CRDA1021 - Corodata Records Management, Inc.		
0	11/20/2025	
Inv RS7121466		565.51
0 Total:		565.51
CRDA1021 - Corodata Records Management, Inc. Total:		565.51
CRISCOM - Criscom Public Relations Inc.		
0	11/20/2025	
Inv 271612		4,500.00
0 Total:		4,500.00
CRISCOM - Criscom Public Relations Inc. Total:		4,500.00
CRSGRUND - Gruenewald, Christopher		
322514	11/20/2025	
Inv 10/20-24/25		358.17
322514 Total:		358.17
CRSGRUND - Gruenewald, Christopher Total:		358.17
CUR7778 - L.N. Curtis & Sons		
322522	11/20/2025	
Inv INV1004677		1,134.28

Check Number	Check Date	Amount
322522 Total:		1,134.28
CUR7778 - L.N. Curtis & Sons Total:		1,134.28
CWNC2501 - Carl Warren & Company		
0	11/20/2025	
Inv October 2025		2,579.60
0 Total:		2,579.60
CWNC2501 - Carl Warren & Company Total:		2,579.60
DDLP8010 - Dr. Detail Ph.D LLC		
0	11/20/2025	
Inv 3454		700.00
Inv 3468		700.00
0 Total:		1,400.00
DDLP8010 - Dr. Detail Ph.D LLC Total:		1,400.00
DEL4000 - Dell Marketing L.P.		
0	11/20/2025	
Inv 10844452435		561.87
0 Total:		561.87
DEL4000 - Dell Marketing L.P. Total:		561.87
DEM0777 - Demco Inc.		
322500	11/20/2025	
Inv 7718599		905.29
322500 Total:		905.29
DEM0777 - Demco Inc. Total:		905.29
DEP5072 - CA Dept of Transportation		
322489	11/20/2025	
Inv SL260038		1,698.48
322489 Total:		1,698.48
DEP5072 - CA Dept of Transportation Total:		1,698.48
DGAR6011 - Garcia, Danielle		
322511	11/20/2025	
Inv 2024 JUNE DLG		123.82

Check Number	Check Date	Amount
322511 Total:		123.82
DGAR6011 - Garcia, Danielle Total:		123.82
EBS1007 - EBSCO Industries, Inc.		
0	11/20/2025	
Inv 0570776		5,012.86
0 Total:		5,012.86
EBS1007 - EBSCO Industries, Inc. Total:		5,012.86
EDGHITI - Engineering Consulting Services, Inc.		
322503	11/20/2025	
Inv 27		4,311.45
322503 Total:		4,311.45
EDGHITI - Engineering Consulting Services, Inc. Total:		4,311.45
ELL1017 - Ellen's Silkscreening Inc.		
322502	11/20/2025	
Inv EE86816		205.81
322502 Total:		205.81
ELL1017 - Ellen's Silkscreening Inc. Total:		205.81
EMPI5011 - ARAMSCO INC		
322481	11/20/2025	
Inv S7379100.001		531.95
322481 Total:		531.95
EMPI5011 - ARAMSCO INC Total:		531.95
ERCARRYO - Arroyo, Eric		
322482	11/20/2025	
Inv 3813		1,500.00
322482 Total:		1,500.00
ERCARRYO - Arroyo, Eric Total:		1,500.00
EURO6710 - Eurofins Environment Testing America Holdings, Inc		
0	11/20/2025	
Inv 3800103229		3,646.20
0 Total:		3,646.20

Check Number	Check Date	Amount
EURO6710 - Eurofins Environment Testing America Holdings, Inc Total:		3,646.20
EVSN8010 - Envisionware, Inc.		
322504	11/20/2025	
Inv INV-US-78977		800.73
322504 Total:		800.73
EVSN8010 - Envisionware, Inc. Total:		800.73
FDBC8025 - Fast Deer Bus Charter Inc.		
322505	11/20/2025	
Inv 14771		1,470.00
322505 Total:		1,470.00
FDBC8025 - Fast Deer Bus Charter Inc. Total:		1,470.00
FNRT4011 - Sirona Health Nursing Corporation		
322547	11/20/2025	
Inv 25-23606		2,250.00
Inv 25-24153		2,250.00
322547 Total:		4,500.00
FNRT4011 - Sirona Health Nursing Corporation Total:		4,500.00
FRAL4011 - Litterini, Frank		
322524	11/20/2025	
Inv 10/24/2025		42.00
322524 Total:		42.00
FRAL4011 - Litterini, Frank Total:		42.00
FUNEXPRS - Fun Express, LLC		
322509	11/20/2025	
Inv 73931185802		145.41
322509 Total:		145.41
FUNEXPRS - Fun Express, LLC Total:		145.41
FWWS1400 - Ferguson Waterworks #1083		
322506	11/20/2025	
Inv 63391		263.99
322506 Total:		263.99

Check Number	Check Date	Amount
FWWS1400 - Ferguson Waterworks #1083 Total:		263.99
G4ARCHIT - Group 4 Architecture Research + Planning, Inc.		
322513	11/20/2025	
Inv 13017		8,174.99
Inv 13071		5,400.00
322513 Total:		13,574.99
G4ARCHIT - Group 4 Architecture Research + Planning, Inc. Total:		13,574.99
GALL5011 - Galls, LLC		
322510	11/20/2025	
Inv 032495279		342.70
Inv 032993862		344.16
322510 Total:		686.86
GALL5011 - Galls, LLC Total:		686.86
GALTECP - Galileo Technologies Corporation		
0	11/20/2025	
Inv 42278		12,827.64
0 Total:		12,827.64
GALTECP - Galileo Technologies Corporation Total:		12,827.64
GRA1244 - Woods Maintenance Services, Inc.		
322559	11/20/2025	
Inv SPAS1025		1,442.10
322559 Total:		1,442.10
GRA1244 - Woods Maintenance Services, Inc. Total:		1,442.10
GRA6601 - Grainger		
322512	11/20/2025	
Inv 9621563452		1,320.63
Inv 9626359468		432.94
322512 Total:		1,753.57
GRA6601 - Grainger Total:		1,753.57
GRAN2032 - Granicus, LLC		
0	11/20/2025	
Inv 218004		21,604.52
0 Total:		21,604.52

Check Number	Check Date	Amount
GRAN2032 - Granicus, LLC Total:		21,604.52
HHA5011 - H & H Wholesale Parts		
322516	11/20/2025	
Inv 1IN0735871		90.30
322516 Total:		90.30
HHA5011 - H & H Wholesale Parts Total:		90.30
HIFX5011 - H.I. Fire Extinguisher Co. Inc.		
322517	11/20/2025	
Inv 108190		575.62
322517 Total:		575.62
HIFX5011 - H.I. Fire Extinguisher Co. Inc. Total:		575.62
HTHWILMS - Williams, Heather		
322558	11/20/2025	
Inv 1860		150.00
322558 Total:		150.00
HTHWILMS - Williams, Heather Total:		150.00
ISGU4011 - Gutierrez, Issac		
322515	11/20/2025	
Inv 15428		660.00
322515 Total:		660.00
ISGU4011 - Gutierrez, Issac Total:		660.00
JCRS5011 - Jones Coffee Roasters		
322519	11/20/2025	
Inv 80188		320.00
322519 Total:		320.00
JCRS5011 - Jones Coffee Roasters Total:		320.00
JHMS8020 - JHM Supply Inc		
0	11/20/2025	
Inv 118214/1		537.01
Inv 393400/1		487.16
Inv 395859/1		234.19
Inv 395969/1		528.20
Inv 395972/1		150.28

Inv 395973/1		3.40
Inv 396187/1		174.80
0 Total:		2,115.04
JHMS8020 - JHM Supply Inc Total:		2,115.04
KARB8031 - Bryant, Karen		
322487	11/20/2025	
Inv 97657349		590.00
322487 Total:		590.00
KARB8031 - Bryant, Karen Total:		590.00
KMTR4011 - Turner, Kimberly		
322552	11/20/2025	
Inv INVOICE-7112		299.00
322552 Total:		299.00
KMTR4011 - Turner, Kimberly Total:		299.00
KOAC6010 - KOA Corporation, a Lochner Company		
322521	11/20/2025	
Inv JC1i001 - 32		284,178.09
Inv JC1i001 - 33		45,404.57
322521 Total:		329,582.66
KOAC6010 - KOA Corporation, a Lochner Company Total:		329,582.66
LIFE822 - Life-Assist Inc.		
322523	11/20/2025	
Inv 2007653		2,265.52
322523 Total:		2,265.52
LIFE822 - Life-Assist Inc. Total:		2,265.52
LOU1111 - Louie, Spencer		
322525	11/20/2025	
Inv 11/07/2025		60.85
322525 Total:		60.85
LOU1111 - Louie, Spencer Total:		60.85
LUCH8031 - Hernandez, Lucia		
322518	11/20/2025	

Check Number	Check Date	Amount
Inv 97470994		336.00
322518 Total:		336.00
LUCH8031 - Hernandez, Lucia Total:		336.00
LUVA8110 - Vazquez, Luis		
0	11/20/2025	
Inv LV-11-25		55.00
0 Total:		55.00
LUVA8110 - Vazquez, Luis Total:		55.00
MAT5563 - Matt Chlor, Inc.		
322526	11/20/2025	
Inv 31154		2,405.89
322526 Total:		2,405.89
MAT5563 - Matt Chlor, Inc. Total:		2,405.89
MDCS4011 - Bradley, Tiffany		
322486	11/20/2025	
Inv 13406		120.00
322486 Total:		120.00
MDCS4011 - Bradley, Tiffany Total:		120.00
MDWSTPE - Midwest Tape LLC		
322527	11/20/2025	
Inv 507814077		236.28
Inv 507862584		185.95
Inv 507890164		152.29
Inv 507923545		218.67
322527 Total:		793.19
MDWSTPE - Midwest Tape LLC Total:		793.19
MICH4011 - Sanchez, Michael		
322543	11/20/2025	
Inv 11/07/2025		62.78
322543 Total:		62.78
MICH4011 - Sanchez, Michael Total:		62.78
MISSIONF - Wick & Dennis Inc		

Check Number	Check Date	Amount
322556	11/20/2025	
Inv 625-29W		3,340.00
322556 Total:		3,340.00
MISSIONF - Wick & Dennis Inc Total:		3,340.00
MNBL8170 - Crestline Software, LLC		
0	11/20/2025	
Inv #INV16382		2,426.50
Inv #INV16467		3,252.25
0 Total:		5,678.75
MNBL8170 - Crestline Software, LLC Total:		5,678.75
MOR2900 - Morrow & Holman Plumbing Inc		
322528	11/20/2025	
Inv P-10-26623		848.77
322528 Total:		848.77
MOR2900 - Morrow & Holman Plumbing Inc Total:		848.77
MOSAICPP - Mosaic Public Partners LLC		
322529	11/20/2025	
Inv 1866		8,250.00
322529 Total:		8,250.00
MOSAICPP - Mosaic Public Partners LLC Total:		8,250.00
MRKPRERZ - Perez, Mark		
322535	11/20/2025	
Inv MP 10/25		80.00
322535 Total:		80.00
MRKPRERZ - Perez, Mark Total:		80.00
ONYX9222 - Onyx Architects, Inc		
322531	11/20/2025	
Inv 33061		752.40
322531 Total:		752.40
ONYX9222 - Onyx Architects, Inc Total:		752.40
ORAN8011 - OrangeBoy, Inc		
322532	11/20/2025	

Check Number	Check Date	Amount
Inv 5579		4,700.00
322532 Total:		4,700.00
ORAN8011 - OrangeBoy, Inc Total:		4,700.00
OREI6711 - O' Reilly Automotive Inc.		
322530	11/20/2025	
Inv 3213-426551		420.83
322530 Total:		420.83
OREI6711 - O' Reilly Automotive Inc. Total:		420.83
OVDR8011 - OverDrive Inc.		
0	11/20/2025	
Inv 01148CO25315122		2,472.01
Inv 01148CO25315130		975.08
Inv 01148CO25315139		910.18
Inv 01148DA25327510		232.99
0 Total:		4,590.26
OVDR8011 - OverDrive Inc. Total:		4,590.26
PAS4012 - City of Pasadena		
322496	11/20/2025	
Inv 30027824		2,060.00
Inv 30027825		1,828.00
Inv 30027826		2,036.00
Inv 30027827		1,400.00
Inv 30027828		2,332.00
Inv 30027829		448.00
322496 Total:		10,104.00
PAS4012 - City of Pasadena Total:		10,104.00
PGXI4011 - Prime Graphix Inc.		
322538	11/20/2025	
Inv 5003		175.60
Inv 5056		124.75
322538 Total:		300.35
PGXI4011 - Prime Graphix Inc. Total:		300.35
PHS4011 - Pasadena Humane Society		
322534	11/20/2025	
Inv NOV2025SoPas		15,797.45

Check Number	Check Date	Amount
322534 Total:		15,797.45
PHS4011 - Pasadena Humane Society Total:		15,797.45
PRKWOD - Parkwood Landscape Maintenance, Inc.		
322533	11/20/2025	
Inv 110327		51,894.22
322533 Total:		51,894.22
PRKWOD - Parkwood Landscape Maintenance, Inc. Total:		51,894.22
PSID6010 - PSI Water Technologies, Inc.		
0	11/20/2025	
Inv INV0009134		3,119.00
0 Total:		3,119.00
PSID6010 - PSI Water Technologies, Inc. Total:		3,119.00
PUWA8020 - Pure Water		
0	11/20/2025	
Inv 216217		66.24
0 Total:		66.24
PUWA8020 - Pure Water Total:		66.24
QLET8032 - Quality Entertainment		
322539	11/20/2025	
Inv BWS12.13B		275.00
322539 Total:		275.00
QLET8032 - Quality Entertainment Total:		275.00
ROWI2011 - Right of Way Inc.		
322540	11/20/2025	
Inv 75388		2,257.38
322540 Total:		2,257.38
ROWI2011 - Right of Way Inc. Total:		2,257.38
RUBINBRO - RubinBrown LLP		
322541	11/20/2025	
Inv 1079658		10,825.00
322541 Total:		10,825.00

Check Number	Check Date	Amount
RUBINBRO - RubinBrown LLP Total:		10,825.00
RWGN8160 - Richards, Watson & Gershon		
0	11/20/2025	
Inv 255712		49,002.00
Inv 255713		4,518.00
Inv 255714		812.00
0 Total:		54,332.00
RWGN8160 - Richards, Watson & Gershon Total:		54,332.00
SAXE2013 - Saxe-Clifford PH.D, Susan		
322544	11/20/2025	
Inv 25-1030-8		450.00
322544 Total:		450.00
SAXE2013 - Saxe-Clifford PH.D, Susan Total:		450.00
SDSI0107 - SDS Security Design Systems		
322545	11/20/2025	
Inv 250803		55.00
Inv 250804		113.00
Inv 250805		217.46
Inv 250806		65.18
322545 Total:		450.64
SDSI0107 - SDS Security Design Systems Total:		450.64
SGMC2013 - Apramian, Glen John		
322480	11/20/2025	
Inv 154383		120.00
Inv 154859		175.00
Inv 154941		120.00
Inv 154963		175.00
Inv 155197		175.00
322480 Total:		765.00
SGMC2013 - Apramian, Glen John Total:		765.00
SGVMC111 - AHMC San Gabriel Valley Medical Center LP		
322476	11/20/2025	
Inv 272621		48.00
Inv 943883		48.00
322476 Total:		96.00

Check Number	Check Date	Amount
SGVMC111 - AHMC San Gabriel Valley Medical Center LP Total:		96.00
SGVPCA00 - San Gabriel Valley Police Chief's Association, Chief Mike Randazzo		
322542	11/20/2025	
Inv SGVPCA 25-26		400.00
322542 Total:		400.00
SGVPCA00 - San Gabriel Valley Police Chief's Association, Chief Mike Randazzo Total:		400.00
SHO7777 - Showcases		
0	11/20/2025	
Inv 331188		161.46
Inv 331200		122.21
0 Total:		283.67
SHO7777 - Showcases Total:		283.67
SISO2011 - Sincerus Solutions, Inc.		
322546	11/20/2025	
Inv 143349		1,680.00
322546 Total:		1,680.00
SISO2011 - Sincerus Solutions, Inc. Total:		1,680.00
SKYLINES - SKYLINE SAFETY AND SUPPLY LLC		
322548	11/20/2025	
Inv 9750		448.61
322548 Total:		448.61
SKYLINES - SKYLINE SAFETY AND SUPPLY LLC Total:		448.61
SOU5230 - S.P.Firefighters L-3657		
0	11/20/2025	
Inv SPFD 02/2020		2,162.42
0 Total:		2,162.42
SOU5230 - S.P.Firefighters L-3657 Total:		2,162.42
SPEC5011 - Spectrum Gas Products		
322549	11/20/2025	
Inv 0000669131		109.12
Inv 0000882791		54.00
322549 Total:		163.12

Check Number	Check Date	Amount
SPEC5011 - Spectrum Gas Products Total:		163.12
SRYC5011 - Stericycle Inc.		
322550	11/20/2025	
Inv 8012319331		0.06
322550 Total:		0.06
SRYC5011 - Stericycle Inc. Total:		0.06
STA5219 - Staples Business Advantage		
0	11/20/2025	
Inv 6045612969		32.71
Inv 6045612971		35.12
Inv 6045752187		188.52
Inv 6045752188		72.02
Inv 6046390884		375.24
Inv 6046457727		98.17
Inv 6046535580		133.76
Inv 6047262619		77.03
Inv 6047262621		73.41
Inv 6047262623		77.34
Inv 6047400680		204.91
Inv 6047400683		156.16
Inv 6047400685		117.08
Inv 6047481306		39.07
0 Total:		1,680.54
STA5219 - Staples Business Advantage Total:		1,680.54
STKLINFO - Sterling Infosystems Inc.		
322551	11/20/2025	
Inv 10482936		275.46
322551 Total:		275.46
STKLINFO - Sterling Infosystems Inc. Total:		275.46
STSM1020 - Studio Spectrum, Inc.		
0	11/20/2025	
Inv 193346		4,585.00
0 Total:		4,585.00
STSM1020 - Studio Spectrum, Inc. Total:		4,585.00
STYGLDN - Praxedes, Thomas		
322537	11/20/2025	
Inv 20251113-02		340.00

Check Number	Check Date	Amount
322537 Total:		340.00
STYGLDN - Praxedes, Thomas Total:		340.00
TAPA8031 - Zalon, Merritt		
322561	11/20/2025	
Inv 112535		300.00
322561 Total:		300.00
TAPA8031 - Zalon, Merritt Total:		300.00
TRIOVLLY - Valley Services, Inc.		
322555	11/20/2025	
Inv INV2230072839		5,411.20
322555 Total:		5,411.20
TRIOVLLY - Valley Services, Inc. Total:		5,411.20
TRUPINT - TruePoint Solutions, LLC		
0	11/20/2025	
Inv 48251		2,516.25
0 Total:		2,516.25
TRUPINT - TruePoint Solutions, LLC Total:		2,516.25
TYBL7000 - Borrello, Tyler		
322485	11/20/2025	
Inv 11/01/2025		40.00
Inv 50074369		142.55
Inv 781075		49.45
322485 Total:		232.00
TYBL7000 - Borrello, Tyler Total:		232.00
UND6710 - Underground Service Alert/SC		
322553	11/20/2025	
Inv 1020250720		354.00
Inv 25-261529		47.89
322553 Total:		401.89
UND6710 - Underground Service Alert/SC Total:		401.89
UPP7789 - Upper San Gabriel Valley MWD		
322554	11/20/2025	

Check Number	Check Date	Amount
Inv So Pas 11.12.25		753.00
322554 Total:		753.00
UPP7789 - Upper San Gabriel Valley MWD Total:		753.00
UQMS8010 - Unique Management Services, Inc.		
0	11/20/2025	
Inv 6146149		349.50
0 Total:		349.50
UQMS8010 - Unique Management Services, Inc. Total:		349.50
UTILCOST - Kerkorian, Michael		
322520	11/20/2025	
Inv 26278		476.73
322520 Total:		476.73
UTILCOST - Kerkorian, Michael Total:		476.73
WCASTRIL - Castrillon, William		
0	11/20/2025	
Inv 2025 OCT		20.75
Inv 2025 SEP		15.00
0 Total:		35.75
WCASTRIL - Castrillon, William Total:		35.75
WES4152 - West Coast Arborists, Inc.		
0	11/20/2025	
Inv 235812		700.40
Inv 235814		20,486.70
Inv 235815		3,337.20
0 Total:		24,524.30
WES4152 - West Coast Arborists, Inc. Total:		24,524.30
WHAINC - William Hezmalhalch Architects, Inc.		
322557	11/20/2025	
Inv 114060		2,312.50
322557 Total:		2,312.50
WHAINC - William Hezmalhalch Architects, Inc. Total:		2,312.50
WLHD8020 - Westlake Hardware		

Check Number	Check Date	Amount
0	11/20/2025	
Inv 14306212		592.15
Inv 14306242		26.82
0 Total:		618.97
WLHD8020 - Westlake Hardware Total:		618.97
XRXF5010 - Xerox Financial Services		
322560	11/20/2025	
Inv 41136354		4,418.92
322560 Total:		4,418.92
XRXF5010 - Xerox Financial Services Total:		4,418.92
YOUNCHOI - CHOI, YOUNGJIN		
322493	11/20/2025	
Inv 00430675		28.00
322493 Total:		28.00
YOUNCHOI - CHOI, YOUNGJIN Total:		28.00
ZAVA4011 - Zavala, Jeanette		
322562	11/20/2025	
Inv 05-22-2026		945.27
322562 Total:		945.27
ZAVA4011 - Zavala, Jeanette Total:		945.27
Total:		796,389.12

City of
SOUTH PASADENA

Online Payment Log			
Date	**Vendor**	**Amount**	**Description**
11/24/2025	So Cal Edison	$23,830.18	Online Payment for City Owned Electric Account # 3859.
11/25/2025	Columbia Bank	$14,806.38	Online Payment for September 2025 Citywide Credit Card Expenses.
12/2/2025	So Cal Edison	$102,961.41	Online Payment for City Owned Electric Account # 1581.
Total:		***$141,597.97***	

Payroll

Payroll Summary Report

Payroll Date:	**11.07.2025**	**Regular**		
Checks			$	-
Direct Deposits			$	560,799.69
IRS Payments			$	118,370.16
EDD - State of CA			$	39,083.25
PERS Pension			$	143,937.55
Deferred Comp			$	32,341.86
PERS Health			$	-
		Subtotal:	**$**	**894,532.51**

Payroll Date:	**11.13.2025 - OC**			
Checks			$	11,191.24
Direct Deposits			$	-
IRS Payments			$	4,821.35
EDD - State of CA			$	1,481.30
PERS Pension			$	-
Deferred Comp			$	-
PERS Health			$	-
		Subtotal:	**$**	**17,493.89**
		Grand Total:	**$**	**912,026.40**

BMO

Create Stop Payment Confirmation

Generated On: 2025-11-18 15:13 p.m. ET by MSIEGFRIED

Enter Details 1 — Verify Details 2 — Complete 3

Your stop has been successfully created. Please print this page for your record.

Transaction Details

Stop Type	Stop Status	Reference Number
Single	Confirmed	20251118222955808

Account

[redacted] - CITY OF SOUTH PASADENA OPERATING - USD

Check Number

309978

Payee	Amount
SP Firefighters L3657	2,162.42

Expiry Date

2026-11-18

Reason for Stop

Lost

Term

12 Months

Accounts Payable

Void Check Proof List

User: msiegfried
Printed: 11/18/2025 - 12:11PM
Batch: 03657.11.2025

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: SOU5230	S.P.Firefighters L-3657									
Check No: 309978	Check Date: 02/20/2020									
	147.42	P/R/E 02/07/2(	02/13/2020	Union & Assoication Insurance 02/20:					No	0
700-0000-0000-2252-000										
	90.00	P/R/E 02/07/2(	02/13/2020	Union & Assoication Rec Fees 02/202					No	0
700-0000-0000-2250-000										
	1,925.00	P/R/E 02/07/2(	02/13/2020	Union & Assoication Dues 02/2020					No	0
700-0000-0000-2250-000										
Check Total:	2,162.42									
Vendor Total:	2,162.42									
Report Total:	2,162.42									

Accounts Payable

Void Check Distribution List

User: msiegfried
Printed: 11/18/2025 - 12:11 PM
Batch: 03657.11.2025

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:700Payroll Clearing Fund					
	2,162.42	0.00	700-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	1,925.00	700-0000-0000-2250-000	S.P. Firefighters Assn. Dues	SOU5230
	0.00	90.00	700-0000-0000-2250-000	S.P. Firefighters Assn. Dues	SOU5230
	0.00	147.42	700-0000-0000-2252-000	Firefighters Rec.& Ins.	SOU5230
Total for Fund:700	2,162.42	2,162.42			
Grand Total:	2,162.42	2,162.42			

Create Stop Payment Confirmation

Generated On: 2025-11-20 13:46 p.m. ET by TFERNANDEZ

Enter Details 1 — Verify Details 2 — Complete 3

Your stop has been successfully created. Please print this page for your record.

Transaction Details

Stop Type	Stop Status	Reference Number
Single	Confirmed	20251120222958141

Account

[redacted] - CITY OF SOUTH PASADENA OPERATING - USD

Check Number

315260

Payee	Amount
ATT	1,151.61

Expiry Date

2030-11-20

Reason for Stop

Other

Term

60 Months

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 11/20/2025 - 6:28 PM
Batch: 03661.11.2025 - VOID 315260

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:101General Fund					
	1,151.61	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	1,083.67	101-2030-2032-8150-000	Telephone	AT&T5011
	0.00	33.97	101-2030-2032-8150-000	Telephone	AT&T5011
	0.00	33.97	101-2030-2032-8150-000	Telephone	AT&T5011
Total for Fund:101	1,151.61	1,151.61			
Grand Total:	1,151.61	1,151.61			

Accounts Payable

Void Check Proof List

User: hlin
Printed: 11/20/2025 - 6:27PM
Batch: 03661.11.2025 - VOID 315260

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: AT&T5011	AT&T									
Check No: 315260	Check Date:	10/19/2022								
	1,083.67	626441649735	09/13/2022	AT&T AN 626 441-6497 357 0 - 09/13					No	0
101-2030-2032-8150-000										
	33.97	331841080234	09/07/2022	AT&T AN 331 841-0802 343 6 - 09/07					No	0
101-2030-2032-8150-000										
	33.97	331841075634	09/07/2022	AT&T AN 331 841-0756 343 2 - 09/07					No	0
101-2030-2032-8150-000										
Check Total:	1,151.61									
Vendor Total:	1,151.61									
Report Total:	1,151.61									

Create Stop Payment

Your stop has been successfully created. Please print this page for your record.

Enter Details	Verify Details	Complete
1	2	3

Stop Type

Single

Stop Status

Confirmed

Reference Number

Start Chat

20251118222955630

Account

[redacted] - CITY OF SOUTH PASADENA OPERATING - USD

Check Number

319471

Payee

Danielle Garcia

Amount

123.82

Expiry Date

2026-11-18

Reason for Stop

Lost

Term

12 Months

Create Another Stop

Start Chat

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 11/18/2025 - 10:14 AM
Batch: 00002.11.2025 - VOID 319471

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:503Water Efficiency Fund					
	123.82	0.00	503-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	123.82	503-6010-6713-8070-000	Mileage/Auto Allowance	DGAR6011
Total for Fund:503	123.82	123.82			
Grand Total:	123.82	123.82			

Accounts Payable

Void Check Proof List

User: hlin
Printed: 11/18/2025 - 10:12AM
Batch: 00002.11.2025 - VOID 319471

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: DGAR6011	Danielle Garcia									
Check No: 319471	Check Date:	08/21/2024								
	123.82	6.11.24_MR_D	06/26/2024	Mileage Reimbursement for attendanc					No	0
503-6010-6713-8070-000										
Check Total:	123.82									
Vendor Total:	123.82									
Report Total:	123.82									

Create Stop Payment Confirmation

Generated On: 2025-11-19 12:27 p.m. ET by TFERNANDEZ

Enter Details 1 — Verify Details 2 — Complete 3

Your stop has been successfully created. Please print this page for your record.

Transaction Details

Stop Type	Stop Status	Reference Number
Single	Confirmed	20251119222956609

Account

[redacted] - CITY OF SOUTH PASADENA OPERATING - USD

Check Number

320137

Payee	Amount
Galileo Technologies	12,827.64

Expiry Date

2030-11-19

Reason for Stop

Other

Term

60 Months

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 11/19/2025 - 9:43 AM
Batch: 03659.11.2025 - VOID 320137

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:101General Fund					
	12,827.64	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	12,827.64	101-6010-6601-8180-000	Contract Services	GALTECP
Total for Fund:101	12,827.64	12,827.64			
Grand Total:	12,827.64	12,827.64			

Accounts Payable

Void Check Proof List

User: hlin
Printed: 11/19/2025 - 9:42AM
Batch: 03659.11.2025 - VOID 320137

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: GALTECP	Galileo Technologies Corporatic									
Check No: 320137	Check Date: 11/21/2024									
	12,827.64	42278	10/04/2024	Repair of the Galileo Nano Box at CN				25279	No	1
101-6010-6601-8180-000										
Check Total:	12,827.64									
Vendor Total:	12,827.64									
Report Total:	12,827.64									

	Account	Check Number	▲Amount	Payee	Expiry Date	Status	Expires In	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2026-10-31	Active	348 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2029-12-19	Active	1493 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2026-12-13	Active	391 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2030-01-16	Active	1521 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2030-02-27	Active	1563 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2027-04-11	Active	510 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]			2027-04-18	Active	517 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]	[redacted]	2030-10-31	Active	1809 days	
☑	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	320341	150.00		2026-11-17	Active	365 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]	[redacted]	2030-09-25	Active	1773 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]	[redacted]	2029-10-09	Active	1422 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]		2027-02-13	Active	453 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]	[redacted]	2030-05-21	Active	1646 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]	[redacted]	2030-08-13	Ac[redacted]	1730 days	
☐	[redacted] - CITY OF SOUTH PASADENA OPERATING - USD	[redacted]	[redacted]		2030-03-12	Active	1576 days	

Start Chat

Accounts Payable

Void Check Proof List

User: msiegfried
Printed: 11/17/2025 - 4:53PM
Batch: 00004.09.2025

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: BENR8021	Ben Rushing									
Check No: 320341	Check Date:	12/11/2024								
	150.00	1082025	01/08/2025	Senior Center entertainer for New Yea					No	0
101-8030-8021-8264-000										
Check Total:	150.00									
Vendor Total:	150.00									
Report Total:	150.00									

Accounts Payable

Void Check Distribution List

User: msiegfried
Printed: 11/17/2025 - 4:54 PM
Batch: 00004.09.2025

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:101General Fund					
	150.00	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	150.00	101-8030-8021-8264-000	Special Events	BENR8021
Total for Fund:101	150.00	150.00			
Grand Total:	150.00	150.00			

Create Stop Payment Confirmation

Generated On: 2025-11-18 16:44 p.m. ET by TFERNANDEZ

Enter Details 1 — Verify Details 2 — Complete 3

Your stop has been successfully created. Please print this page for your record.

Transaction Details

Stop Type	Stop Status	Reference Number
Single	Confirmed	20251118222955985

Account

[redacted] - CITY OF SOUTH PASADENA OPERATING - USD

Check Number

321070

Payee	Amount
Hey Hi Hello LLC	735.00

Expiry Date

2030-11-18

REASON: LOST CHECK

Reason for Stop

Other

Term

60 Months

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 11/18/2025 - 2:03 PM
Batch: 03658.11.2025 - VOID 321070

	DR Amount	CR Amount	Acct Number	Description	Vendor
Fund:101General Fund					
	735.00	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	735.00	101-8010-8011-8257-000	Board Commission Expense	HEYHIHEL
Total for Fund:101	735.00	735.00			
Grand Total:	735.00	735.00			

Accounts Payable

Void Check Proof List

User: hlin
Printed: 11/18/2025 - 2:03PM
Batch: 03658.11.2025 - VOID 321070

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: HEYHIHEL	HEY HI HELLO LLC									
Check No: 321070	Check Date: 04/22/2025									
	735.00	B381A3A8-00	03/19/2025	Refreshments for 4/15/25 Volunteer A					No	0
101-8010-8011-8257-000										
Check Total:	735.00									
Vendor Total:	735.00									
Report Total:	735.00									

City Council Agenda Report

ITEM NO. 8

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Lucy Hakobian, Community Services Director

SUBJECT: **CONSIDERATION OF APPROVAL OF A DISCRETIONARY FUND REQUEST FROM COUNCILMEMBER PRIMUTH IN THE AMOUNT OF $1,000 AND FROM COUNCILMEMBER CACCIOTTI IN THE AMOUNT OF $200 TO SUPPORT THE SOUTH PASADENA HIGH SCHOOL TIGER BOOSTER CLUB'S TIGER RUN EVENT, HELPING TO OFFSET A PORTION OF STAFFING-RELATED EXPENSES.**

Recommendation

It is recommended that the City Council:

1. Find that the requested allocation of discretionary funds to support the South Pasadena High School Tiger Booster Club to cover expenses for the Tiger Run Event (Event) serves a valid public purpose benefiting the City; that the expenditure is free from any conflict of interest; and it does not constitute a gift to any individual, corporation or municipality, but it is used exclusively to benefit the general public;
2. Approve the allocation from Councilmember Primuth of up to $1,000 in discretionary funds to support the Event by offsetting a portion of staffing-related expenses based on these findings; and
3. Approve the allocation from Councilmember Cacciotti of up to $200 in discretionary funds to support the Event by offsetting a portion of staffing-related expenses based on these findings.

Executive Summary

This report recommends consideration of approval of discretionary funds from Councilmember Primuth and Councilmember Cacciotti to support expenses associated with the Event to offset a portion of staffing-related expenses.

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 provides that use of such funds is permitted if findings can be made as set forth in City Council Resolution No. 7174. In Fiscal Year (FY) 2025-2026, the Budget included $20,000 of discretionary funds, which amounts to $4,000 per Councilmember.

At the November 19, 2025 meeting, Councilmember Primuth requested that an item be

brought forward to the City Council to authorize the use of up to $1,000 from his discretionary funds to support the Event. At the same meeting, Councilmember Cacciotti requested a similar item to authorize the use of up to $200 from his discretionary funds for the same Event. Both received a second.

Analysis
The City Council receives an annual discretionary fund and in order to use such funds, the following specific findings must be made: 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; 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.

On November 19, 2025, Councilmember Primuth requested approval to use discretionary funds to assist with the Event for a total of up to $1,000 and received a second from Councilmember Cacciotti. At the same meeting, Councilmember Cacciotti requested approval to use discretionary funds to assist with the Event for a total of up to $200 and received a second from Councilmember Primuth. These requests support a public purpose benefitting the City in the promotion of the City as well as the community before an intentional 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 a benefit to the general public of the City.

The use of discretionary funds to support the Event directly serves the public by promoting health and community engagement,. The Event provides a safe, inclusive space for residents and students to come together, strengthen neighborhood connections, and participate in an activity that encourages wellness. By bringing together individuals of all ages and backgrounds, the Event fosters a sense of unity and belonging while supporting programs that benefit the community.

Fiscal Impact
At this time, there is no additional appropriation of funds required, as sufficient funds are available in FY 2025-2026 Account No. 101-1010-1011-8021-004 (Discretionary Funds District 3 and 4). If approved, the remaining discretionary fund balances will be $3,000 for Councilmember Primuth, and $1701.62 for Councilmember Cacciotti.

City Council Agenda Report

ITEM NO. 9

DATE: December 3, 2025

FROM: Janet Braun, Mayor

PREPARED BY: Mark Perez, Acting Chief City Clerk

SUBJECT: **CONSIDERATION OF ADOPTION OF RESOLUTION NO. 7957 MAKING APPOINTMENTS TO THE METRO GOLD LINE FOOTHILL EXTENSION CONSTRUCTION AUTHORITY BOARD OF DIRECTORS**

Recommendation

It is recommended that the City Council adopt Resolution No. 7957, appointing the following individuals to the Los Angeles County Metropolitan Transportation Authority Gold Line Foothill Extension Construction Authority Board of Directors as follows:

1. City of Glendora Councilmember Mendell Thompson - Voting Board Member for a term of two years ending December 31, 2027;
2. City of Ontario Councilmember Paul Leon - Alternate for Voting Board Member for a term of two years ending December 31, 2027.

Analysis

In 1998, the Pasadena Metro Blue Line Construction Authority, which is an independent transportation planning, design and construction agency, was created by the California State Legislature through the adoption of SB 1847, and which is codified in Section 132400 et. seq of the Public Utilities Code. The enabling legislation was later updated in 2011 (AB706) and 2012 (AB1600). This later legislation was adopted to rename the Pasadena Metro Blue Line Construction Authority to the Metro Gold Line Foothill Extension Construction Authority ("Gold Line Construction Authority"), to redefine the project and authorize the Construction Authority to build an extension of the Gold Line, added extension cities and added two nonvoting members, to be appointed by the city councils of the cities of Pasadena and South Pasadena, and made other revisions.

Currently, the Construction Authority is governed by an nine-member Board of Directors ("Board"), which is comprised of five voting members and four nonvoting members. Pursuant to Public Utilities Code Section 132415, the South Pasadena City Council appoints one voting member to the Board as well as an alternate who serves in the member's absence. The statutes require a majority vote of the membership of the City Council, which means three affirmative votes, to approve the appointment.

City of Glendora Councilmember Mendell Thompson is the current voting Gold Line Construction Authority Board member for South Pasadena and City of Ontario Councilmember Paul Leon is the current alternative. Their terms will expire on December 31, 2025. Daniel Evans is the current nonvoting Gold Line Construction Authority Board member. He is a

resident of the City and his term expires on December 31, 2027. No action is being requested regarding Mr. Evan's Board seat. Given the impending expiration of the voting member and alternate, it is now the appropriate time for City Council to consider those appointments to the Board.

Mr. Thompson currently serves as Glendora's Mayor Pro Tem and has served on the Foothill Gold Line Board of Directors since 2015, with previous service as an alternate voting member appointed by the San Gabriel Valley Council of Governments in 2018, and then he was appointed to the Gold Line Construction Authority Board as a voting member by South Pasadena in 2021. In addition to his Board position on the Gold Line Construction Authority, Mr. Thompson also serves on the board of the Metro Gold Line Phase II Joint Powers Authority (JPA) as the representative for Glendora. The JPA was established to allow cities impacted to help with the planning, funding, design and construction of Gold Line extension. It should also be noted that Mr. Leon also serves on the JPA as the representative for the city of Ontario. Mr. Thompson and Mr. Leon were both recommended by the JPA and the Gold Line Construction Authority staff for reappointment to the Board as the City's representative and its alternate.

Accordingly, it is recommended that Mr. Thompson be reappointed to the Board by the City and that Mr. Leon be reappointed as the alternate to the Board, both for a term of two years ending December 31, 2027.

Fiscal Impact
There is no fiscal impact to the City's Budget with this appointment and reappointment.

Attachment:
Attachment No 1 - Resolution No. 7957

CITY OF SOUTH PASADENA
RESOLUTION NO. 7957

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPOINTING SPECIFIC REPRESENTATIVES TO THE METRO GOLD LINE FOOTHILL EXTENSION CONSTRUCTION AUTHORITY BOARD OF DIRECTORS

WHEREAS, the Metro Gold Line Foothill Extension Construction Authority (Metro Gold Line) requires that each member city appoint a voting governing board representative and an alternate board representative to represent their city in conducting the affairs of the Metro Gold Line; and

WHEREAS, the City of South Pasadena is a member city of the Metro Gold Line and pursuant to Public Utilities Code Section 132415, the City Council desires to make its appointments to the Board of Directors.

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

SECTION 1. The South Pasadena City Council (City Council) hereby appoints Mayor Pro Tem Mendell Thompson of the City of Glendora to serve as the Voting Board Member to the Metro Gold Line Foothill Extension Construction Authority.

SECTION 2. The City Council hereby appoints Councilmember Paul Leon of the City of Ontario to serve as the Alternate Voting Board Member to the Metro Gold Line Foothill Extension Construction Authority.

SECTION 3. The appointment term for the Voting Board Member and the Alternate Voting Board Member shall begin on January 1, 2026 and terminate on December 31, 2027.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this 3rd day of December 2025.

_____
Janet Braun, Mayor

ATTEST: **APPROVED AS TO FORM:**

Mark Perez, Acting Chief City Clerk Roxanne Diaz, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 3rd of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Mark Perez, Acting Chief City Clerk

City Council Agenda Report

ITEM NO. 10

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Roxanne Diaz, City Attorney

SUBJECT: **CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE NO. 2406 OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION) AND REVISING THE GENERAL PROVISIONS APPLICABLE TO ALL COMMISSIONS AND AMENDING CERTAIN SECTIONS OF THE VARIOUS ARTICLES FOR INDIVIDUAL COMMISSIONS AND AMENDING THE SOUTH PASADENA MUNICIPAL CODE**

Recommendation

It is recommended that the City Council adopt Ordinance No. 2406 amending Chapter 2 (Administration) of the South Pasadena Municipal Code related to boards and commissions.

Background

At the City Council meeting of November 19, 2025, the City Council reviewed and discussed the staff report provided by the City Attorney regarding the various amendments to the South Pasadena Municipal Code (SPMC) related to amendments to the general provisions that pertain to all commissions and individual amendments that apply to the various commissions. Staff now presents Ordinance No. 2406, as revised per City Council direction, for adoption.

Analysis

Ordinance No. 2406 makes several amendments to the general provisions of SPMC related to all commissions. Substantively, revisions were made to the provisions regarding the terms of office for commissioners, specifically to ensure that a commissioner's term does not exceed 6 years. Commissioners will only be able to serve 6 years on one commission over an 8-year period. Revisions were also made in regard to how the 6 years is calculated, including how to calculate a term of office when filling a vacancy, and how absences from meetings are determined.

The ordinance discussed at the meeting also proposed language regarding a 12-month waiting period before a commissioner could be appointed to the same commission. The City Council discussed this provision and directed that the language be revised so that there is a 12-month waiting period before a previously termed-out commissioner can serve on any commission, not just the commission to which he or she previously served. The City Council introduced the ordinance with that amendment.

The Mayor, with consent of the City Council, may appoint a youth commissioner to any of the

City's commissions. The ordinance makes substantive revisions related to youth commissioners and makes clear that such commissioners can only serve in an advisory capacity and are nonvoting. The term for youth commissioners is now one calendar year, and they may serve up to two years. Nonresident students from South Pasadena High School will also be able to apply to be a youth commissioner as long as they are current students at the high school.

As for the revisions made to the sections related to individual commissions, all commissions will now be required to adopt a resolution that provides for the date and time of their meetings. In terms of frequency of meetings, the Finance, Planning, Public Works Infrastructure and Cultural Heritage Commissions will continue to have monthly meetings. The Community Services and Public Safety Commissions will have the frequency of their meetings changed to every other month. The Natural Resources Commission already meets every other month. The Public Arts Commission will continue to meet quarterly, and the Library Board of Trustee's meetings are monthly as required by state law.

Ordinance No. 2406 also amends the composition of certain commissions. The Natural Resources and Environmental, Public Works Infrastructure and Public Safety Commissions will be 5 member commissions instead of 7 members. There is no change to any of the other commissions.

Last, revisions were made to the Community Services Commission to no longer have a designated seat for a senior (55+ years in age) or a youth (14-18 years in age) member. Because of this change, the youth member on the Community Services Commission will be termed out when Ordinance No. 2406 becomes effective.

Fiscal Impact
There is no fiscal impact if the City Council adopts the proposed ordinance.

Attachment:
Attachment No. 1 - Ordinance No. 2406 - Related to Commissions

CITY OF SOUTH PASADENA
ORDINANCE NO. 2406

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION) AND REVISING THE GENERAL PROVISIONS APPLICABLE TO ALL COMMISSIONS AND AMENDING CERTAIN SECTIONS OF THE VARIOUS ARTICLES FOR INDIVIDUAL COMMISSIONS AND AMENDING THE SOUTH PASADENA MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Paragraph (b) of Section 2.23 (Composition, appointment and removal of members) of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby amended to read as follows:

"**(b) Youth Member**. The Mayor may appoint one nonvoting youth member to any board or commission of the city, at his or her discretion, in the same manner as prescribed in subsection (a) of this section. A youth member on any commission shall serve only in an advisory capacity."

SECTION 2. Section 2.24 (Eligibility for membership) of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"**2.24 Eligibility for membership.**

(a) All members of a board or commission shall be residents of the City of South Pasadena at the time of their appointment and continuously during their term of office. Membership shall terminate automatically if a member ceases to reside in the City. In addition, the member shall have a strong commitment and demonstrated ability to work in a collaborative manner with other board and commission members and city staff. Elected city officials and/or employees are not eligible for membership on any board or commission. No individual shall serve on more than one board or commission at the same time. Notwithstanding the aforementioned prohibition of serving on more than one board or commission at the same time, in the event that a committee or other body is merged with a board or commission or is redesignated as a board or commission, the city council may waive this prohibition for any incumbent members of said committee or body. Said waiver shall be in effect until expiration of the commissioner's term on either commission, whichever commission term expires first.

(b) To be eligible for appointment to any board or commission as a nonvoting youth member, the individual shall be between the ages of 14 and 18

years old and shall be a resident of the City of South Pasadena at the time of their appointment and continuously during their term of office. Notwithstanding, if the individual is a student at South Pasadena High School, the individual is not required to be a resident but must be a currently enrolled student at the time of their appointment and continuously during their term of office. Membership shall terminate automatically if a member ceases to reside in the City or be enrolled as a student at South Pasadena High School if the member is not a resident of the City. The youth member shall be nonvoting member on all boards and commissions. In order to be considered for appointment, the individual shall provide written documentation of parental or guardian consent. No youth member shall serve on more than one board or commission at the same time."

SECTION 3. Section 2.25 ("Term of Office") of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby repealed in its entirety.

SECTION 4. A new Section 2.25A entitled "Term of office" shall be added to Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) to read as follows:

"**2.25A Term of office.**

(a) A member may be appointed for a full term of three years or a lesser term of one or two years, but in no event shall a member serve more than a total of six years in an eight year period on the same commission. In calculating the six year period, this shall include any combination of an appointment for a full term(s) of three years or a lesser term of one or two years and an appointment of any length to fill an unscheduled vacancy of a member on the same commission.

(b) Terms may be staggered if the mayor and city council find it is necessary to ensure that no more than three members of a board or commission will expire in the same year.

(c) Each term shall commence on January 1st and end on December 31st regardless of when the individual is initially appointed. For example, if an individual is initially appointed to a full term of three years in March, the term is still considered a three year term even though a member serves only 2 years and nine months.

(d) For the purpose of term limitation, any individual who has served six years in an eight year period (if applicable) on a board or commission shall be eligible for reappointment to any board or commission 12 months from the date said individual terminated service on a commission where they were previously a member.

(e) A member's term shall continue until he or she is replaced or reappointed, if eligible. The extension of that term shall count towards the member's 6 year term limit described herein.

(f) Unless otherwise provided for in this Article, a member may resign from a board or commission by submitting their resignation in writing (email acceptable) to the City Clerk's office."

SECTION 5. A new Section 2.25B entitled "Term of office-Youth Member" shall be added to Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) to read as follows:

"**2.25B Term of office-Youth Member.**

(a) The term of office for a youth member of any board or commission shall be for one calendar year, commencing on January 1st and ending on December 31st. Notwithstanding, an appointment of a youth member to a board or commission may be for a partial term, however, that partial term shall end on December 31st and shall be considered a full one calendar year term regardless of the date of appointment.

(b) Youth members are limited to two calendar year terms on any one board or commission.

(c) A youth member may resign from a board or commission by submitting their resignation in writing (email acceptable) to the City Clerk's office."

SECTION 6. Section 2.26 (Terms of members-Filing vacancies) of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"**2.26 Filling vacancies.**

(a) If an unscheduled vacancy occurs on a commission, such vacancy shall be filled by the mayor by appointment, with the approval of the city council, for the remainder of that member's term.

(b) The remaining term assumed by an individual to fill any vacancy shall be included towards the member's 6 year term limit described in Section 2.25A."

SECTION 7. Section 2.26 (Absences) of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"**2.27 Absences.**

A board member or commissioner's seat will be deemed vacant whenever such board member or commissioner misses three consecutive meetings or misses one-third or more of all regular meetings within any twelve-month period. Attendance of less than fifty percent of any meeting will be counted as an absence. If a meeting agenda has been posted and the meeting cannot be held due to lack of a quorum, those members not attending shall be considered absent for purposes of this section."

SECTION 8. Section 2.30 (Quorum) of Article IV (Board and Commissions-General Provisions) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"**2.30 Quorum.**

A majority of the total members of a board or commission shall constitute a quorum for the transaction of business."

SECTION 9. Section 2.36 (Creation) of Article IVA (Planning Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

2.36 Creation.

There is hereby created a city planning commission for the city pursuant to the provisions of the Planning and Zoning Law set forth in Government Code Section 65000, et. seq. The commission shall consist of [7] members.

SECTION 10. Section 2.37 of Article IVA (Planning Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"**Section 2.37. Meetings.**

The planning commission shall hold one regular meeting each month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute."

SECTION 11. Section 2.38 (Authority to contract for services and assistance) of Article IVA (Planning Commission) of Chapter 2 (Administration) is hereby repealed in its entirety. A new Section 2.38 shall be added to read as follows:

"**Section 2.38. Intentionally Omitted.**"

SECTION 12. Section 2.40 of Article IVB (Public Safety Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"2.40 Creation.

There is hereby created a public safety commission of the city. At least two of the members should have a background in public safety."

SECTION 13. Section 2.42 (Meetings) of Article IVB (Public Safety Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"2.42 Meetings.

The public safety commission shall hold regular meetings every other month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute."

SECTION 14. Section 2.44 ("Creation") of Article IVC (Community Services Commission) of Chapter 2 (Administration) is hereby renumbered to Section 2.44A and shall be amended in its entirety to read as follows:

"**2.44A Creation.**

There is hereby created a community services commission. The commission shall consist of seven members."

SECTION 15. A new Section 2.44B ("Meetings") shall be added to Article IVC (Community Services Commission) of Chapter 2 (Administration) to read as follows:

"2.44B Meetings.

The community services commission shall hold regular meetings every other month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute."

SECTION 16. Section 2.45 ("Composition-School district representative) of Article IVC (Community Services Commission) of Chapter 2 (Administration) is hereby repealed in its entirety.

SECTION 17. A new Section 2.45 entitled "School district representative" shall be added to Article IVC (Community Services Commission) of Chapter 2 (Administration) to read as follows:

"**2.45 School district representative.**

The school district may appoint a nonvoting representative to advise the commission on issues related to city sponsored youth services and recreation activities. If appointed, the school district representative shall be considered as an advisory representative and not part of the seven member commission."

SECTION 18. Section 2.47-5 (Meetings) of Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) is hereby repealed in its entirety.

SECTION 19. Section 2.47-1 of Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"2.47-1 Creation.

There is hereby created a public works infrastructure commission."

SECTION 20. Section 2.47-2 (Responsibilities) of Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.47-3.

SECTION 21. Section 2.47-3 (Limitations) of Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.47-4.

SECTION 22. Section 2.47-4 (Composition of Members) of Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.47-5.

SECTION 23. A new Section 2.47-2 entitled "Meetings" shall be added to Article IVD (Public Works Infrastructure Commission) of Chapter 2 (Administration) to read as follows:

"**2-47-2 Meetings.**

The public works infrastructure commission shall hold one regular meeting each month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute."

SECTION 24. Section 2.56 (“Creation”) of Article IVG (Natural Resources and Environmental Commission) of Chapter 2 (Administration) is hereby renumbered to Section 2.56A.

SECTION 25. A new Section 2.56B entitled “Meetings” shall be added to Article IVG (Natural Resources and Environmental Commission) of Chapter 2 (Administration) to read as follows:

“**2-56B Meetings.**

The natural resources and environmental commission shall hold regular meetings every other month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute.”

SECTION 26. Section 2.60 (“Creation”) of Article IVH (Cultural Heritage Commission) of Chapter 2 (Administration) is hereby renumbered to Section 2.60A.

SECTION 27. A new Section 2.60B entitled “Meetings” shall be added to Article IVH (Cultural Heritage Commission) of Chapter 2 (Administration) to read as follows:

“**2-60B Meetings.**

The cultural heritage commission shall hold regular meetings every other month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute.”

SECTION 28. Section 2.70 (“Meetings) of Article IVI (Finance Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

“**2.70 Meetings.**

The finance commission shall hold one regular meeting each month on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute.

SECTION 29. Section 2.72 (“Composition of members) of Article IVI (Finance Commission) of Chapter 2 (Administration) is hereby repealed in its entirety.

SECTION 30. Section 2.79-7 of Article IVL (Public Art Commission) of Chapter 2 (Administration) is hereby amended in its entirety to read as follows:

"2.79-7 Creation.

There is hereby created a public art commission."

SECTION 31. Section 2.79-11 (Meetings) of Article IVL (Public Arts Commission) of Chapter 2 (Administration) is hereby repealed in its entirety.

SECTION 32. Section 2.79-8 (Responsibilities) of Article IVL (Public Arts Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.79-9.

SECTION 33. Section 2.79-9 (Limitations) of Article IVL (Public Arts Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.79-10.

SECTION 34. Section 2.79-10 (Composition of members) of Article IVL (Public Arts Commission) of Chapter 2 (Administration) is hereby renumbered as Section 2.79-11.

SECTION 35. A new Section 2.79-8 entitled "Meetings" shall be added to Article IVL (Public Art Commission) of Chapter 2 (Administration) to read as follows:

"**2.79-8 Meetings.**

The public art commission shall hold one regular meeting each calendar quarter on a date and time established by resolution. Special meetings, as necessary, may be called as provided for in Government Code Section 54956, or its successor statute."

SECTION 36. **Uncodified Provision**.

Sections 2.24, 2.25A, 2.25B and 2.26 of Article IV (Boards and Commissions-General Provisions) of Chapter 2 (Administration) shall apply to those members in office on any Board or Commission as of January 1, 2025.

SECTION 37. **Uncodified Provision**.

A member currently in office on any Commission which has had its membership reduced from 7 members to 5 members shall continue to serve until their term expires notwithstanding that Ordinance No. 2406 has reduced the composition of the member's commission from 7 to 5 members. An appointment

pursuant to Section 2.23 may not be made to such commission until there is a vacancy and when filled, the composition of the commission will not exceed 5 members.

SECTION 38. 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 39. Effective Date. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published in the manner prescribed by law, and this Ordinance shall become effective 30 days following its adoption.

PASSED, APPROVED AND ADOPTED on this 3rd day of December 2025.

Janet Braun, Mayor

ATTEST:

Mark Perez, Acting Chief City Clerk

APPROVED AS TO FORM:

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, Acting Chief City Clerk of the City of South Pasadena, do hereby certify that Ordinance No. 2406 was duly and regularly approved and adopted at a Regular meeting of the City Council on this 3rd day of December 2025, 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, Acting Chief City Clerk

City Council Agenda Report

ITEM NO. 11

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Greg Lloyd, Fire Chief

SUBJECT: **CONSIDERATION OF APPROVAL OF A CHANGE ORDER TO SUBSTITUTE THE PURCHASE OF ONE FORD F-150 LIGHTNING WITH AN ELECTRIC CHEVROLET SILVERADO DUE TO INDUSTRY PRODUCTION PAUSES**

Recommendation

It is recommended that the City Council:

1. Approve the change order substituting the previously authorized purchase of one Ford F-150 Lightning for the Fire Department with a Chevrolet Silverado EV, due to Ford Motor Company's production pause and indefinite delay; and
2. Authorize the City Manager to execute any necessary change orders, contracts, or purchase documents with National Auto Fleet Group through the City's Sourcewell Contract #091521-NAF.

Executive Summary

Ford Motor Company has enacted an ongoing production pause of the F-150 Lightning electric pickup truck, resulting in indefinite delays for fleet orders nationwide. While the Community Services Department's in-stock F-150 Lightning was delivered in October 2025, the Fire Department's ordered unit has not been scheduled for assembly and carries no estimated delivery date.

To maintain operational readiness and utilize the eligible AB 2766 Subvention Funds, staff recommends substituting the delayed Ford order with a Chevrolet Silverado EV, which is comparable to the Ford Lightning and is available through the City's Sourcewell contract.

Background

On August 20, 2025, the City Council approved purchasing one F-150 Lightning for Community Services and one for the Fire Department using AB 2766 funding. The Community Services unit was in stock and delivered in October 2025. However, the Fire Department's unit was not in stock and is currently marked as "unscheduled" by the manufacturer due to Ford's suspension of F-150 Lightning production tied to supply-chain disruptions and reprioritization.

Industry news sources, such as Reuters, CNBC, and the Associated Press, confirm Ford has halted or significantly slowed EV truck production, causing nationwide delays. In order to move forward with securing the approved fleet vehicle, staff is recommending substituting the purchase with a alternate full-sized electric utility vehicle that is of similar price and utility -

Chevrolet Silverado EV.

Analysis
In November 2025, staff contacted National Auto Fleet Group to verify the order status. National Auto Fleet Group confirmed that there is no estimated production or delivery timeline for the Fire Department's Lightning. Seeking options, staff evaluated electric pickup trucks currently available through the City's Sourcewell contract and identified the Chevrolet Silverado EV as the only immediately procurable alternative that is fully eligible under AB 2766 Subvention Fund criteria, consistent with the original F-150 Lightning purchase.

Selecting the Silverado EV ensures timely vehicle delivery, maintains compliance with AB 2766 funding requirements, and allows the Fire Department to continue essential field operations without further delay. For these reasons, staff recommends substituting the F-150 Lightning order with the Chevrolet Silverado EV.

Alternatives
1. Wait for Ford to resume production (not recommended due to indefinite timeline).
2. Select a different EV model (none currently available on Sourcewell).
3. Take no action, leaving the Fire Department without a compliant vehicle.

Fiscal Impact
Funding for the two (2) vehicles is appropriated through AQMD AB 2766 grant funds. The existing balance available balance, considering the purchase of Community Services vehicle, is approximately $185,000.

Total cost of the Chevrolet Silverado EV: $57,942.57
Total cost of the Ford F-150 Lightning: $56,719.87

Additional cost to pivot to the Chevrolet Silverado EV: $1,222.70.

Therefore, there are sufficient AQMD funds appropriated and available to cover the additional proposed cost.

Key Performance Indicators and Strategic Plan
This project supports the City Council's priority of addressing infrastructure needs through its efforts to provide infrastructure on electrification and sustainable/alternative energy options (Section: 2k).

Attachment:
Attachment No. 1 - Sourcewell Quote ID 33568
Attachment No. 2 - Comment and Review Autos SUVs 091521
Attachment No. 3 - 25609 National Auto Fleet Group Amended to Chev PO Stmt FD 11-13-25

National Auto Fleet Group
A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

11/13/2025

Quote ID: **33568**

Order Cut Off Date: **TBA**

Mr Greg Lloyd
City of South Pasadena

825 Mission St.

South Pasadena, California, 91030

Dear Greg Lloyd,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2026 Chevrolet Silverado EV (CT35843) e4WD Crew Cab Standard Range Work Truck,) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	$54,160.00	$52,428.80	3.196 %	$1,731.20
Tax (10.5000 %)		$5,505.02		
Tire fee		$8.75		
Total		$57,942.57		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Standard Quoting Department
Account Manager
Fleet@NationalAutoFleetGroup.com
(855) 289-6572

Purchase Order Instructions & Resources

Once units are scheduled by OEM, no cancellations are accepted

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle:	**www.NAFGETA.com**
Use the upfitter of your choice:	**www.NAFGpartner.com**
Vehicle Status:	**ETA@NationalAutoFleetGroup.com**
General Inquiries:	**Fleet@NationalAutoFleetGroup.com**

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

EMISSIONS	
Code	**Description**
FE9	Emissions, Federal requirements
ENGINE	
Code	**Description**
EN0	Engine, none, (STD)
TRANSMISSION	
Code	**Description**
MF1	Transmission, none, (STD)
PREFERRED EQUIPMENT GROUP	
Code	**Description**
4WT	Work Truck Preferred Equipment Group, includes standard equipment
WHEELS	
Code	**Description**
RT3	Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel, (STD)
TIRES	
Code	**Description**
QWJ	Tires, LT265/70R18, all-season blackwall, (STD)
PAINT	
Code	**Description**
GAZ	Summit White
SEAT TYPE	
Code	**Description**
AR9	Seats, front bucket, (STD)
SEAT TRIM	
Code	**Description**
H9F	Black, Evotex seat trim
ADDITIONAL EQUIPMENT	
Code	**Description**

CGN	Chevytec spray-on bedliner, Black, (does not include spray-on liner on tailgate due to Black composite inner panel)
R9L	Removes OnStar Basics (OnStar Fleet Basics for Fleet)
SFW	Back-up alarm calibration, This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting
CHARGING CORD	
Code	**Description**
PSC	Dual Level Charge Cord, dual-mode, portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection
GVWR	
Code	**Description**
C5F	GVWR, 9990 lbs. (4531 kg)

2026 Fleet/Non-Retail Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck

WINDOW STICKER

2026 Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck

CODE	MODEL	MSRP
CT35843	2026 Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck	$52,800.00
	OPTIONS	
FE9	Emissions, Federal requirements	$0.00
EN0	Engine, none, (STD)	$0.00
MF1	Transmission, none, (STD)	$0.00
4WT	Work Truck Preferred Equipment Group, includes standard equipment	$0.00
RT3	Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel, (STD)	$0.00
QWJ	Tires, LT265/70R18, all-season blackwall, (STD)	$0.00
GAZ	Summit White	$0.00
AR9	Seats, front bucket, (STD)	$0.00
H9F	Black, Evotex seat trim	$0.00
CGN	Chevytec spray-on bedliner, Black, (does not include spray-on liner on tailgate due to Black composite inner panel)	$545.00
R9L	Removes OnStar Basics (OnStar Fleet Basics for Fleet)	($1,330.00)
SFW	Back-up alarm calibration, This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting	$50.00
PSC	Dual Level Charge Cord, dual-mode, portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection	$0.00
C5F	GVWR, 9990 lbs. (4531 kg)	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$52,065.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$2,095.00
TOTAL PRICE	**$54,160.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Standard Equipment

MECHANICAL

Engine, none (STD)
Dual Level Charge Cord, dual-mode portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection
Transmission, none (STD)
GVWR, 9990 lbs. (4531 kg)

EXTERIOR

Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel (STD)
Tires, LT265/70R18, all-season blackwall (STD)

INTERIOR

Seats, front bucket (STD)

ADDITIONAL EQUIPMENT

Assisted Driving Package includes (UGN) Enhanced Automatic Emergency Braking, (UVZ) Reverse Automatic Braking, (UFB) Rear Cross Traffic Braking, (CTB) Intersection Automatic Emergency Braking, (UKK) Rear Pedestrian Alert, (HS1) Safety Alert Seat, (UOW) Side Bicyclist Alert, (UVX) Traffic Sign Recognition, (UV2) HD Surround Vision and (KSG) Adaptive Cruise Control (Includes (UKI) Blind Zone Steering Assist and (UKM) Lane Keep Assist with Lane Departure Warning.)
Pickup bed, 5 ft 11 inches
Electronic Precision Shift electronic transmission range selector with Low selection for throttle off regenerative braking and one-pedal driving capability
Emission system zero emission vehicle (ZEV)
Chassis, Dual Motor 4WD
Dual Motor 4WD Performance Torque Vectoring Dual Motor 4WD (Electronic), 2 motors (1 front & 1 rear electric drive unit)
Front Drive Unit 1-motor, Integrated Inverter, Park System
Rear Drive Unit 1-motor, Integrated Inverter
Battery Pack, Standard Range (Up to 510 hp and 490 lb-ft of torque in Tow/Haul Mode.)
DC fast charging (14MOD is 475V, up to 220kW)
Charging module, 11.5 kW high-voltage
Vehicle-to-home all V2H-capable GM EV's can provide power to your properly equipped home in a blackout to all equipment groups (The GM Energy PowerShift Charger and GM Energy V2H Enablement Kit requires an adequately charged and properly equipped GM EV having bidirectional charging capabilities, a properly equipped home, and proper grid interconnection. Some eligible 24MY EVs will require a dealership or over-the-air update to enable bidirectional charging. Weather conditions, life of the battery, vehicle variation and usage, and other external factors may impact the

duration of power supply. Power supply may be interrupted. It is not recommended that the following devices be powered with the GM Energy PowerShift Charger and V2H Enablement Kit: Medical Devices.)
Suspension, 4-wheel independent suspension with premium ride and handling
Brakes, front and rear sliding caliper disc with DURALIFE rotors, with Variable Regen on Demand capability
Brake rotor, FNC
Trailer brake controller, integrated
Tow/Haul Mode
Jack, mechanical, with tools located in the eTrunk
Wheel, spare, 18" X 8.0" (45.7 cm x 20.3 cm), steel
Tire, spare LT225/65R18, all-season blackwall
Shutters, front upper and lower grille, active
IntelliBeam, automatic high beam on/off
Headlamps, LED with LED Daytime Running Lamps
Tail lamps, LED
LED Cargo Area Lighting located in cargo bed activated with switch on instrument panel
Mirrors, outside heated power-adjustable
Mirror caps, painted Black
Window, front side, solar absorbing
Window, rear side, solar absorbing, privacy tinting
Glass, deep-tinted, rear door and rear cab
Tailgate, standard
Tailgate, gate function manual with EZ Lift
Tailgate, locking
Door handles, body-color
SiriusXM Trial Subscription (IMPORTANT: the SiriusXM trial subscription is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. Trial subscription is subject to the SiriusXM Customer Agreement and privacy policy, visit www.siriusxm.com which includes full terms and how to cancel. All fees, content, features, and availability are subject to change.)
Audio System, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition
Audio system feature, 6-speaker system
Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)
5G vehicle connectivity
Evotex seat trim
Seat adjuster, driver 6-way manual
Seat adjuster, front passenger 4-way manual
Seat, rear 60/40 folding bench
Center console, floor-mounted 4 cup holders, USB port, Auxiliary and 120V Power Outlets
Floor Covering, all-weather vinyl flooring
Steering Wheel, urethane

Steering column, manual tilt and telescoping
Steering wheel audio controls
Driver Information Center 11" diagonal display with fully digital color
Windows, remote Express-Down, front and rear door windows
Door locks, power
Remote vehicle starter system pre-conditioning
Keyless Open and Start includes remote keyless entry
Adaptive Cruise Control (Included with (AS2) Assisted Driving Package.)
Theft-deterrent system, unauthorized entry
Alarm, remote panic
USB Ports, 2, Type-C Charge/Data ports located on floor console
USB Ports, rear, dual, Type-C charge-only
Power outlet, front console, 12-volt
Power outlet, 120-volt, on back of floor console
Power outlet, 110-volt, located in the eTrunk
Power inverter, off power mode
Air conditioning, dual-zone automatic climate control
Air vents, rear, heating/cooling
Air filter, pollutant
Air conditioning, refrigerant, low GWP
Defogger, rear-window electric
Sensor, cabin humidity and windshield temperature
Map pocket, front passenger seatback
Mirror, inside rearview manual tilt, day/night
eTrunk, lockable weather-proof and lit compartment with 120 volt outlet, cargo tie-downs and drain holes
Enhanced Automatic Emergency Braking (Included with (AS2) Assisted Driving Package.)
Reverse Automatic Braking (Included with (AS2) Assisted Driving Package.)
Rear Cross Traffic Braking (Included with (AS2) Assisted Driving Package.)
Front Pedestrian and Bicyclist Braking
Intersection Automatic Emergency Braking intersection alert, braking (Included with (AS2) Assisted Driving Package.)
StabiliTrak, Stability Control System with Proactive Roll Avoidance and traction control includes electronic trailer sway control and hill start assist
Airbags, Frontal airbags for driver and front passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)
Side Bicyclist Alert (Included with (AS2) Assisted Driving Package.)

LED Reflective Windshield Collision Alert
Traffic Sign Recognition (Included with (AS2) Assisted Driving Package.)
HD Surround Vision with Trailer View Camera Provision (Included with (AS2) Assisted Driving Package.)
Blind Zone Steering Assist (Included with (AS2) Assisted Driving Package.)
Lane Keep Assist with Lane Departure Warning, enhanced (Included with (AS2) Assisted Driving Package.)
Front and Rear Parking Assist
Hitch Guidance
Following Distance Indicator
Forward Collision alert
Rear Pedestrian Alert (Included with (AS2) Assisted Driving Package.)
Rear Seat Reminder
Seat Belt adjustable Guide Loops, front row
Seat Belt, front passenger presence detector
Seat belt, rear passenger presence detector
Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu
LATCH system (Lower Anchors and Tethers for CHildren) for child restraints seats
Safety Alert Seat (Included with (AS2) Assisted Driving Package.)
Door locks, rear child security lock manual child lock system (rear door latch)
Teen Driver configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
Tire Pressure Monitoring System auto learn, includes Tire Fill Alert
OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need (Requires (UE1) OnStar. OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)
Trailering Information Label

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COMMENT AND REVIEW
to the
REQUEST FOR PROPOSAL (RFP) #091521
Entitled

Automobiles, SUVs, Vans, and Light Trucks with Related Equipment and Accessories

The following advertisement was placed July 28, 2021 in *USA Today*, in South Carolina's *The State,* in *The Oklahoman* and on the Sourcewell website www.sourcewell-mn.gov, Sourcewell Procurement Portal https://proportal.sourcewell-mn.gov, Biddingo, Merx, The New York State Contract Reporter www.nyscr.ny.gov, PublicPurchase.com, and Oregon's *Daily Journal of Commerce*:

> *Sourcewell, a State of Minnesota local government unit and service cooperative, is requesting proposals for Automobiles, SUVs, Vans, and Light Trucks with Related Equipment and Accessories to result in a contracting solution for use by its Participating Entities. Sourcewell Participating Entities include thousands of governmental, higher education, K-12 education, nonprofit, tribal government, and other public agencies located in the United States and Canada. A full copy of the Request for Proposals can be found on the Sourcewell Procurement Portal [https://proportal.sourcewell-mn.gov]. Only proposals submitted through the Sourcewell Procurement Portal will be considered. Proposals are due no later than September 15, 2021, at 4:30 p.m. Central Time, and late proposals will not be considered.*

The solicitation process was conducted through the Sourcewell Procurement Portal. The following parties expressed interest in the solicitation by registering for this opportunity within the portal:

72 HOUR, LLC dba National Auto Fleet Group	IVS, Inc. dba AngelTrax
A&A Auto Parts Stores, Inc.	Kellar Equipment
ABC Bus, Inc.	Lakeshore Learning Materials
ARCH EQUIPMENT GROUP, LLC	Laurel 2 Spartan LLC DBA Laurel Chevrolet
Arrow Equipment, Inc.	Lithia Fresno, INC. DBA Lithia Ford of Fresno
BECK AUTOSALES, INC.	Lithia Toyota of Billings II, LLC
Best Travel, Inc.	Lordstown Motors Corp.
Betts Platinum Group, LLC	Mike Albert Leasing, Inc.
Bob Ridings, Inc.	MobilityTRANS
BrandFX Body Company	Navistar, Inc.
Broadway Ford Truck Sales, Inc.	OK Tire Stores, Inc.
Butte Auto, LLC	Pacifico Ford, Inc.

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CANADIAN ELECTRIC VEHICLES, LTD.	Portable Computer Systems, Inc.
Car Toys, Inc.	Red Mill Radiator Service and Corporation
Chevrolet of Smithtown	RO Truck & Equipment, LLC DBA RO Bus Sales
City World Estate Auto Holdings, LLC	Rogers Motors, LLC
Clary Longview, LLC	ROOTS MULTICLEAN, INC. VICTORY SWEEPERS DIVISION
CONTEMPORARY MOTOR CARS, INC.	Saskatoon Motor Products 1973, Limited
Creative Bus Sales, Inc.	Schetky Northwest Sales, Inc.
Davis Chevrolet, GMC, Buick, Ltd.	SERVCO PACIFIC, Inc. dba SERVCO AUTO WAIPAHU
Donlen, LLC	Sheehy Ford of Richmond, Inc.
Donvito Automotive Group	Stellar Industries - Garner, IA
Doosan Industrial Vehicle America Corp.	Sterlmar
Driverge Vehicle Innovations, LLC	Stonebrooke Equipment, Inc.
DUVAL FORD, LLC	Structural Metal Fabricators, Inc.
EMV Automotive USA, Inc.	Tcd Cellular Communications, Inc.
Endera Corporation	Tesla, Inc.
Equipment Technology, LLC	The City of St. Augustine
Equipment Works, Inc. LLC	Tony Sanchez, LTD
First Priority Emergency Vehicles, Inc.	Toyota Motor North America
GENERAL SALES ADMINISTRATION	TROPICAL FORD, INC.
Genesee Valley Ford Avon	Valley Chevrolet
Geo. Heiser Body Co., LLC	VALLEY FORD OF HURON, INC.
Gradall Industries, Inc.	VALLEY FORD TRUCK, INC.
GreenPower Motor Company, Inc.	Walls Equipment Co., L.L.C.
GW Anglin Manufacturing, Inc.	Watrous Mainline Motor Products, Limited
Harlow's Bus Sales, Inc.	Westys Equipment, Inc.

All Proposals remained sealed within the Sourcewell Procurement Portal until the scheduled due date and time. Proposals were electronically opened, and the list of all Proposers was made publicly available on the Sourcewell Procurement Portal, on September 15, 2021, at 4:36:55 pm CT. Proposals were received from the following:

72 HOUR, LLC dba National Auto Fleet Group
CONTEMPORARY MOTOR CARS, INC.
Creative Bus Sales, Inc.
Davis Chevrolet, GMC, Buick, Ltd.
Donlen, LLC
GreenPower Motor Company, Inc.
Lithia Toyota of Billings II, LLC
Lordstown Motors Corp.
Mike Albert Leasing, Inc.
RO Truck & Equipment, LLC DBA RO Bus Sales
Tesla, Inc.
TROPICAL FORD, INC.
VALLEY FORD TRUCK, INC.

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Proposals were reviewed by the Proposal Evaluation Committee:

James Voelker, CPCM, CFCM, Procurement Lead Analyst
Stephanie Haataja, CPIM, Procurement Analyst
Craig West, Procurement Analyst
Tom Sharbonno, Procurement Analyst

The findings of the Proposal Evaluation Committee are summarized as follows:

The Proposal Evaluation Committee applied the Sourcewell RFP evaluation criteria and determined that the products and services offered in the proposal response from GreenPower Motor Company, Inc., fall outside of the Requested Equipment, Products, or Services of the RFP. All other proposals were found to meet the scope and mandatory submittal requirements and were evaluated.

National Auto Fleet Group represents numerous OEM manufacturers with the ability to provide over 700 makes and models of automobiles, SUVs, vans, and light trucks. Their offering also includes multiple options for hybrid, alternative fuel, and electric vehicles. National Auto Fleet Group is ready to serve Sourcewell participating entities throughout the United States with the capability to build and price vehicles online. They are offering Sourcewell participating entities competitive discounts from MSRP.

For these reasons, the Sourcewell Proposal Evaluation Committee recommends award of Sourcewell Contract #091521 to:

72 HOUR, LLC dba National Auto Fleet Group #091521-NAF

The preceding recommendations were approved on November 3, 2021.

DocuSigned by:
James Voelker
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James Voelker, CPCM, CFCM, Procurement Lead Analyst

DocuSigned by:
Stephanie Haataja
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Stephanie Haataja, CPIM, Procurement Analyst

DocuSigned by:
Craig West
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Craig West, Procurement Analyst

DocuSigned by:
Tom Sharbonno
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Tom Sharbonno, Procurement Analyst

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STATEMENT OF COMPLIANCE

As Chief Procurement Officer for Sourcewell, I have reviewed the recommendation of the Evaluation Committee and the accompanying support materials documenting the process followed for **RFP #091521** for **Automobiles, SUVs, Vans, and Light Trucks with Related Equipment and Accessories**.

The committee accepted, deemed responsive, evaluated, and recommended proposals for award. Under authority granted to the Chief Procurement Officer in Sourcewell's bylaws, the recommendations set forth above are approved.

I hereby certify:

1. Sourcewell is a government agency, created and authorized by Minnesota law to provide cooperative procurement contracts.

2. The procurement process and resulting contracts have been awarded in compliance with the laws of the State of Minnesota (Minnesota Statutes Chapter 471 and Minnesota Statutes Section 123A.21), and in conformity to Sourcewell's Procurement Policy.

DocuSigned by:
Jeremy Schwartz
C0FD2A139D06489...

Jeremy Schwartz, CSSBB, CPPO
Chief Procurement Officer

Attachment No. 3

PURCHASE ORDER
No. 25609

VENDOR:	SHIP TO:	BILL TO:
National Auto Fleet Group 490 Auto Center Drive Watsonville, CA 95076	City of South Pasadena 1414 Mission Street South Pasadena, CA 91030	City of South Pasadena 1414 Mission Street South Pasadena, CA 91030

VENDOR NO.	VENDOR PHONE NUMBER	TERMS	DATE	REQUIRED DELIVERY DATE
WOFL4011		0	08/25/2025	

SHIPPING INSTRUCTIONS

(none)

Change Order

ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	0.00		Purchase New 2026 Chevrolet Silverado EV (CT35843). Previously FORD F150 Lightning electric vehicle. Fire Dept utilizing AB2766 AQMD funding Amended 11-13-25 HL		218-5010-5011-8540-000	57,942.57	57,942.57
2	0.00		FORD F150 Lightning electric vehicle purchase Community Services Dept utilizing AB2766 AQMD funding		218-8030-8031-8540-000	56,184.50	56,184.50

SUBTOTAL:	114,127.07
TAX:	0.00
SHIPPING:	0.00
TOTAL:	114,127.07

TAXABLE: No
CONFIRMING:

AUTHORIZED SIGNATURE

IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE

This order is given upon the representation and guaranty of the manufacturer or seller that no breach of any State or Federal Law or Regulation has occurred in connection with the manufacturing, processing, branding, labeling or transportation of the merchandise herein mentioned. If such breach occurs or is charged by any legally constituted State or Federal authority, the buyer shall be entitled to rescind the order and return the unused merchandise and shall also be held harmless by the manufacturer or seller against any penalty incurred and/or the cost of defense of any proceeding designed to penalize the buyer therefor.

FY 2025-26 AMENDMENT

PURCHASE ORDER

CITY of SOUTH PASADENA

Finance Department, 1414 Mission Street
South Pasadena, CA 91030 Tel: (626) 403-7254
Email: AP@southpasadenaca.gov

INVOICE IN DUPLICATE TO:

25609

Ships to:

NATIONAL AUTO FLEET GROUP
490 AUTO CENTER DRIVE
WATSONVILLE, CA 95076

City of South Pasadena - Fire Dept
817 Mound Avenue
South Pasadena, CA 91030

DATE OF ORDER	AS PER QUOTATION	TERMS	F.O.B.	FRT. PREPAID	DELIVER ON OR BEFORE
11/13/25		Net 20			

ITEM	QUANTITY	DESCRIPTION	UNIT PR.	UNIT	DISC.	AMOUNT
		Purchase of Two Electric Vehicle for City Staff Utilizing AB2766 AQMD Funding.				
	Amended Vehicle Type & Price	Sourcewell Contract # 091521-NAF for 2026 Chevrolet Silverado EV (CT35843) Quote ID: 33568 for Fire Department 218-5010-5011-8540-000 $57,942.57	$52,428.80 Price $5,505.02 Tax $8.75 Tire Fee			$57,942.57
		Ford F150 Lightning - Community Services Tax, Tire Fee (Purchased Already Ref INV WF14046) 218-8030-8031-8540-000	$50,837.78 $5,337.97 $8.75			$56,184.50

Please ensure the following is included with the purchase order and check off boxes (if amounts exceed $500):

Total Amount $114,127.07

- ☐ Three Bids (Price Quotation Form)
- ☐ Memorandum (Bidding Exemptions)
- ■ Staff Report (Amounts exceed $25,000)
- ☐ Contracts

TERMS

1. SUBJECT TO CALIFORNIA SALES OR USE TAX. FEDERAL EXCISE TAX EXEMPT.
2. DELIVERY CHARGES MUST BE PREPAID.
3. SHIPMENTS ARE SUBJECT TO OUR INSPECTION AND APPROVAL AT FINAL DESTINATION BEFORE PAYMENT WILL BE PROCESSED.
4. ALL MERCHANDISE MUST COMPLY WITH APPLICABLE REQUIREMENTS OF CAL-OSHA AND/OR FEDERAL-OSHA REGULATIONS (OCCUPATIONAL SAFETY & HEALTH ACT).

APPROVED BY

DIRECTOR OF FINANCE

NOT A PURCHASE ORDER UNLESS SIGNED

ACCOUNT #

218-5010-5011-8540-000 $57,942.57
218-8030-8031-8540-000 $56,184.50

APPROVED BY

DEPARTMENT HEAD

626-403-7255
wcastrillon@southpasadenaca.gov

City of SOUTH PASADENA
FINANCE DEPARTMENT

From: Greg Lloyd <glloyd@southpasadenaca.gov>
Sent: Thursday, November 13, 2025 9:35 AM
To: William Castrillon <wcastrillon@southpasadenaca.gov>; Nick Kimball <NKimball@southpasadenaca.gov>; Joan Powe <jpowe@southpasadenaca.gov>
Subject: PO 95601 Ford Lightning for Fire

Hi William,

I was checking up on the status of our Ford F-150 Lightning order and was informed of some unfortunate news. It appears that Ford has placed a pause on all Lightning manufacturing and may not restart altogether. The representative at national auto fleet recommended a pivot to the Chevrolet Silverado EV. He worked out a quote and the amount is approximately $1,700 more.

I asked the rep what he needed from us to make the change. He said we could either generate a new PO or send an email approving use of the current PO for other vehicle.

I think pivoting is the best avenue to continue using AQMD funds for this purchase given the uncertainty with the Ford Lightning. Would you like to generate a new PO? I have attached the updated quote for the Chevy.

Greg Lloyd, Fire Chief
South Pasadena Fire Department
817 Mound Ave
South Pasadena, CA 91030
Ph: 626-403-7306

Purchase Orders

PO List

User: hlin
Printed: 11/13/2025 - 11:42AM

PO# / Vendor / Line	Date / Name / Account	PO Desc / Line Desc	PM Task	Amount	Invoiced	Balance	Encumbered
25609	8/25/2025						
WOFL4011	72 HOUR, LLC						
001	218-5010-5011-8540-000	FORD F150 Lightning electric vehicle	-	56,719.87	0.00	56,719.87	56,719.87
002	218-8030-8031-8540-000	FORD F150 Lightning electric vehicle	-	56,184.50	56,184.50	0.00	0.00
Invoice:WF14046	Check: 0	Amount: 56,184.50					
			PO Total	112,904.37	56,184.50	56,719.87	56,719.87
			Report Total:	112,904.37	56,184.50	56,719.87	56,719.87

National Auto Fleet Group
A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

11/13/2025

Quote ID: **33568**

Order Cut Off Date: **TBA**

Mr Greg Lloyd
City of South Pasadena

825 Mission St.

South Pasadena, California, 91030

Dear Greg Lloyd,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2026 Chevrolet Silverado EV (CT35843) e4WD Crew Cab Standard Range Work Truck,) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	$54,160.00	$52,428.80	3.196 %	$1,731.20
Tax (10.5000 %)		$5,505.02		
Tire fee		$8.75		
Total		$57,942.57		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Standard Quoting Department
Account Manager
Fleet@NationalAutoFleetGroup.com
(855) 289-6572

Purchase Order Instructions & Resources

Once units are scheduled by OEM, no cancellations are accepted

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle:	**www.NAFGETA.com**
Use the upfitter of your choice:	**www.NAFGpartner.com**
Vehicle Status:	**ETA@NationalAutoFleetGroup.com**
General Inquiries:	**Fleet@NationalAutoFleetGroup.com**

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

EMISSIONS	
Code	**Description**
FE9	Emissions, Federal requirements
ENGINE	
Code	**Description**
EN0	Engine, none, (STD)
TRANSMISSION	
Code	**Description**
MF1	Transmission, none, (STD)
PREFERRED EQUIPMENT GROUP	
Code	**Description**
4WT	Work Truck Preferred Equipment Group, includes standard equipment
WHEELS	
Code	**Description**
RT3	Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel, (STD)
TIRES	
Code	**Description**
QWJ	Tires, LT265/70R18, all-season blackwall, (STD)
PAINT	
Code	**Description**
GAZ	Summit White
SEAT TYPE	
Code	**Description**
AR9	Seats, front bucket, (STD)
SEAT TRIM	
Code	**Description**
H9F	Black, Evotex seat trim
ADDITIONAL EQUIPMENT	
Code	**Description**

CGN	Chevytec spray-on bedliner, Black, (does not include spray-on liner on tailgate due to Black composite inner panel)
R9L	Removes OnStar Basics (OnStar Fleet Basics for Fleet)
SFW	Back-up alarm calibration, This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting
CHARGING CORD	
Code	**Description**
PSC	Dual Level Charge Cord, dual-mode, portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection
GVWR	
Code	**Description**
C5F	GVWR, 9990 lbs. (4531 kg)

2026 Fleet/Non-Retail Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck

WINDOW STICKER

2026 Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck

CODE	MODEL	MSRP
CT35843	2026 Chevrolet Silverado EV e4WD Crew Cab Standard Range Work Truck	$52,800.00
	OPTIONS	
FE9	Emissions, Federal requirements	$0.00
EN0	Engine, none, (STD)	$0.00
MF1	Transmission, none, (STD)	$0.00
4WT	Work Truck Preferred Equipment Group, includes standard equipment	$0.00
RT3	Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel, (STD)	$0.00
QWJ	Tires, LT265/70R18, all-season blackwall, (STD)	$0.00
GAZ	Summit White	$0.00
AR9	Seats, front bucket, (STD)	$0.00
H9F	Black, Evotex seat trim	$0.00
CGN	Chevytec spray-on bedliner, Black, (does not include spray-on liner on tailgate due to Black composite inner panel)	$545.00
R9L	Removes OnStar Basics (OnStar Fleet Basics for Fleet)	($1,330.00)
SFW	Back-up alarm calibration, This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting	$50.00
PSC	Dual Level Charge Cord, dual-mode, portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection	$0.00
C5F	GVWR, 9990 lbs. (4531 kg)	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$52,065.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$2,095.00
TOTAL PRICE	**$54,160.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Standard Equipment

MECHANICAL

Engine, none (STD)
Dual Level Charge Cord, dual-mode portable, 120-volt (1.4 kW) and 240-volt (7.7 kW) capability, swappable NEMA 5-15 and NEMA 14-50 plugs with SAE J1772 vehicle connection
Transmission, none (STD)
GVWR, 9990 lbs. (4531 kg)

EXTERIOR

Wheels, 18" X 8.0" (45.7 cm x 20.3 cm), steel (STD)
Tires, LT265/70R18, all-season blackwall (STD)

INTERIOR

Seats, front bucket (STD)

ADDITIONAL EQUIPMENT

Assisted Driving Package includes (UGN) Enhanced Automatic Emergency Braking, (UVZ) Reverse Automatic Braking, (UFB) Rear Cross Traffic Braking, (CTB) Intersection Automatic Emergency Braking, (UKK) Rear Pedestrian Alert, (HS1) Safety Alert Seat, (UOW) Side Bicyclist Alert, (UVX) Traffic Sign Recognition, (UV2) HD Surround Vision and (KSG) Adaptive Cruise Control (Includes (UKI) Blind Zone Steering Assist and (UKM) Lane Keep Assist with Lane Departure Warning.)
Pickup bed, 5 ft 11 inches
Electronic Precision Shift electronic transmission range selector with Low selection for throttle off regenerative braking and one-pedal driving capability
Emission system zero emission vehicle (ZEV)
Chassis, Dual Motor 4WD
Dual Motor 4WD Performance Torque Vectoring Dual Motor 4WD (Electronic), 2 motors (1 front & 1 rear electric drive unit)
Front Drive Unit 1-motor, Integrated Inverter, Park System
Rear Drive Unit 1-motor, Integrated Inverter
Battery Pack, Standard Range (Up to 510 hp and 490 lb-ft of torque in Tow/Haul Mode.)
DC fast charging (14MOD is 475V, up to 220kW)
Charging module, 11.5 kW high-voltage
Vehicle-to-home all V2H-capable GM EV's can provide power to your properly equipped home in a blackout to all equipment groups (The GM Energy PowerShift Charger and GM Energy V2H Enablement Kit requires an adequately charged and properly equipped GM EV having bidirectional charging capabilities, a properly equipped home, and proper grid interconnection. Some eligible 24MY EVs will require a dealership or over-the-air update to enable bidirectional charging. Weather conditions, life of the battery, vehicle variation and usage, and other external factors may impact the

duration of power supply. Power supply may be interrupted. It is not recommended that the following devices be powered with the GM Energy PowerShift Charger and V2H Enablement Kit: Medical Devices.)
Suspension, 4-wheel independent suspension with premium ride and handling
Brakes, front and rear sliding caliper disc with DURALIFE rotors, with Variable Regen on Demand capability
Brake rotor, FNC
Trailer brake controller, integrated
Tow/Haul Mode
Jack, mechanical, with tools located in the eTrunk
Wheel, spare, 18" X 8.0" (45.7 cm x 20.3 cm), steel
Tire, spare LT225/65R18, all-season blackwall
Shutters, front upper and lower grille, active
IntelliBeam, automatic high beam on/off
Headlamps, LED with LED Daytime Running Lamps
Tail lamps, LED
LED Cargo Area Lighting located in cargo bed activated with switch on instrument panel
Mirrors, outside heated power-adjustable
Mirror caps, painted Black
Window, front side, solar absorbing
Window, rear side, solar absorbing, privacy tinting
Glass, deep-tinted, rear door and rear cab
Tailgate, standard
Tailgate, gate function manual with EZ Lift
Tailgate, locking
Door handles, body-color
SiriusXM Trial Subscription (IMPORTANT: the SiriusXM trial subscription is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. Trial subscription is subject to the SiriusXM Customer Agreement and privacy policy, visit www.siriusxm.com which includes full terms and how to cancel. All fees, content, features, and availability are subject to change.)
Audio System, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition
Audio system feature, 6-speaker system
Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)
5G vehicle connectivity
Evotex seat trim
Seat adjuster, driver 6-way manual
Seat adjuster, front passenger 4-way manual
Seat, rear 60/40 folding bench
Center console, floor-mounted 4 cup holders, USB port, Auxiliary and 120V Power Outlets
Floor Covering, all-weather vinyl flooring
Steering Wheel, urethane

Steering column, manual tilt and telescoping
Steering wheel audio controls
Driver Information Center 11" diagonal display with fully digital color
Windows, remote Express-Down, front and rear door windows
Door locks, power
Remote vehicle starter system pre-conditioning
Keyless Open and Start includes remote keyless entry
Adaptive Cruise Control (Included with (AS2) Assisted Driving Package.)
Theft-deterrent system, unauthorized entry
Alarm, remote panic
USB Ports, 2, Type-C Charge/Data ports located on floor console
USB Ports, rear, dual, Type-C charge-only
Power outlet, front console, 12-volt
Power outlet, 120-volt, on back of floor console
Power outlet, 110-volt, located in the eTrunk
Power inverter, off power mode
Air conditioning, dual-zone automatic climate control
Air vents, rear, heating/cooling
Air filter, pollutant
Air conditioning, refrigerant, low GWP
Defogger, rear-window electric
Sensor, cabin humidity and windshield temperature
Map pocket, front passenger seatback
Mirror, inside rearview manual tilt, day/night
eTrunk, lockable weather-proof and lit compartment with 120 volt outlet, cargo tie-downs and drain holes
Enhanced Automatic Emergency Braking (Included with (AS2) Assisted Driving Package.)
Reverse Automatic Braking (Included with (AS2) Assisted Driving Package.)
Rear Cross Traffic Braking (Included with (AS2) Assisted Driving Package.)
Front Pedestrian and Bicyclist Braking
Intersection Automatic Emergency Braking intersection alert, braking (Included with (AS2) Assisted Driving Package.)
StabiliTrak, Stability Control System with Proactive Roll Avoidance and traction control includes electronic trailer sway control and hill start assist
Airbags, Frontal airbags for driver and front passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)
Side Bicyclist Alert (Included with (AS2) Assisted Driving Package.)

LED Reflective Windshield Collision Alert
Traffic Sign Recognition (Included with (AS2) Assisted Driving Package.)
HD Surround Vision with Trailer View Camera Provision (Included with (AS2) Assisted Driving Package.)
Blind Zone Steering Assist (Included with (AS2) Assisted Driving Package.)
Lane Keep Assist with Lane Departure Warning, enhanced (Included with (AS2) Assisted Driving Package.)
Front and Rear Parking Assist
Hitch Guidance
Following Distance Indicator
Forward Collision alert
Rear Pedestrian Alert (Included with (AS2) Assisted Driving Package.)
Rear Seat Reminder
Seat Belt adjustable Guide Loops, front row
Seat Belt, front passenger presence detector
Seat belt, rear passenger presence detector
Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu
LATCH system (Lower Anchors and Tethers for CHildren) for child restraints seats
Safety Alert Seat (Included with (AS2) Assisted Driving Package.)
Door locks, rear child security lock manual child lock system (rear door latch)
Teen Driver configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
Tire Pressure Monitoring System auto learn, includes Tire Fill Alert
OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need (Requires (UE1) OnStar. OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)
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City Council Agenda Report

ITEM NO. 12

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Cathy Billings, Library Director

SUBJECT: **CONSIDERATION OF ACCEPTANCE OF A GROUNDWORKS GRANTS AWARD FROM THE CALIFORNIA STATE LIBRARY IN THE AMOUNT OF $6,346.30 AND ADOPTION OF RESOLUTION NO. 7958 APPROPRIATING $6,346.30 TO THE LIBRARY'S FISCAL YEAR 2025-2026 OPERATING BUDGET**

Recommendation

It is recommended that the City Council:

1. Authorize the acceptance of a grant award in the amount of $6,346.30 from the California State Library Groundworks Grants program; and
2. Adopt Resolution No. 7958 appropriating funds in the amount of $6,346.30 from the General Fund Miscellaneous Revenue account (101-0000-0000-5071-003) to the Library's Special Department Expense account (101-8010-8011-8020).

Executive Summary

In May 2025, Library staff applied for a grant to receive funding from the California State Library's Groundworks Grants program. The Groundworks Grants program provides financial support for supplies and equipment for the preservation and protection of the collections of small California-based cultural heritage organizations. On August 8, 2025, the California State Library awarded $6,346.30 to the Library for the purchase of environmental monitoring equipment and archival supplies for the Library's Local History Collection. The funds were received by check in September and deposited to the General Fund Miscellaneous Revenue account and must now be appropriated to the Library's budget so they can be spent this calendar year as required by the terms of the grant.

Background

The South Pasadena Public Library's Local History Collection preserves and makes available to the public thousands of items relating to the history of South Pasadena, including but not limited to historical photographs, newspapers, local yearbooks, city directories, and ephemera. Many of these items are fragile and rare and require special handling and storage. While staff have made a concerted effort to ensure that the material in the collection is properly housed and protected in acid-free containers, due to limited space and resources, the collection is stored in different areas throughout the library in conditions that are not necessarily ideal for archival collections. Many small libraries, museums, and cultural heritage organizations face similar challenges and risks to their collections. In response, the California State Library, with funding from the State of California and in partnership with the Northeast Document Conservation Center, developed a major initiative called "Ready or Not" to assist organizations

in evaluating risks and to begin taking preparatory or remedial steps toward disaster readiness and resilience. Ready or Not provided free on-site assessments for small to mid-sized cultural organizations across California to identify risk mitigation measures and develop preservation priorities. The Groundworks Grants program, developed in partnership with Myriad Consulting & Training under the umbrella of Ready of Not, allocated essential financial support for these efforts, with a first round of funding aimed at helping institutions purchase collection preservation and emergency preparedness supplies.

The Library applied for and was awarded a Groundworks Grants program grant in the amount of $6,346.30 for the purchase of archival boxes for artifacts, archival file folders, archival boxes for microfilm, archival document cases, a temperature, relative humidity and dew point data logger, and a water alert sensing system. In addition to the award of funds, the grant provided pre-arranged goods and services, including three disaster collection recovery kits and Myriad Consulting & Training workshops for staff on the topics of using a risk-based approach to securing and building collections, establishing collection preservation priorities, and establishing preventative maintenance plans.

Analysis
As stewards of the Library's Local History Collection, it is crucial that staff seek educational and funding opportunities that will help preserve materials that tell the story of South Pasadena's history. The Groundworks Grants award will enable the Library to purchase archival-quality storage boxes and folders and environmental monitoring equipment that will contribute to the safety and preservation of these rare and fragile materials for the benefit of future generations.

Fiscal Impact
There is no fiscal impact, as the grant award covers all expenditures.

Key Performance Indicators and Strategic Plan
The Groundworks Grants award under the Ready or Not initiative of the California State Library is in alignment with City Council goals related to infrastructure and emergency and disaster readiness (item 2.J. on the City Council 2025 Goals and Priorities list).

Commission Review and Recommendation
The Library Board of Trustees was informed of the Groundworks Grants award at a regular meeting. There was no recommendation and no action taken.

Attachment:
Attachment No. 1 - Resolution No. 7958 - Groundworks Grants Program Budget Amendment

Attachment No. 1

CITY OF SOUTH PASADENA
RESOLUTION NO. 7958

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING THE FISCAL YEAR 2025-2026 ADOPTED BUDGET

WHEREAS, the City Council of the City of South Pasadena adopted the Fiscal Year 2025-2026 Budget on August 20, 2025, establishing the City's financial plan for the fiscal year beginning July 1, 2025 and ending June 30, 2026; and

WHEREAS, subsequent to adoption, the City has identified a need to amend the budget to appropriate to the Library's Special Department Expense account grant funds in the amount of $6,346.30 that were awarded by the California State Library Groundworks Grants program for the purchase of collection preservation supplies; and

WHEREAS, the proposed amendments are necessary to ensure the continuation of the capital improvement plan, maintain fiscal responsibility, and align City resources with City Council priorities; and

WHEREAS, the City Council has reviewed the proposed amendments and finds them to be in the best interest of the City and its residents.

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

SECTION 1. The above recitals are hereby declared to be true and correct and are incorporated herein as if set forth in full.

SECTION 2. The Fiscal Year 2025-2026 Adopted Budget is hereby amended as set forth in the table below:

Revenue Account No.	Description	Amount
101-0000-0000-5071-003	General Fund Miscellaneous Revenue	$6,346.30
TOTAL:		**$6,346.30**

Expenditure Account No.	Description	Amount
101-8010-8011-8020	Library Special Department Expense	$6,346.30
TOTAL:		**$6,346.30**

SECTION 3. The City Manager, or their designee, is authorized and directed to implement the budget amendments, including transfers, appropriations, and related accounting entries, in accordance with this resolution.

SECTION 4. The City Manager is further authorized to make minor adjustments and technical corrections consistent with the intent of this resolution.

SECTION 5. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this 3rd day of December 2025.

Janet Braun, Mayor

ATTEST:

Mark Perez, Acting Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 3rd of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

_____

Mark Perez, Acting Chief City Clerk

City Council Agenda Report

ITEM NO. 13

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Alma Medina, Assistant to the City Manager

SUBJECT: **DISCUSSION AND DIRECTION REGARDING THE CITY'S BLOCK PARTY PERMIT PROCESS AND OPTIONS FOR COUNCIL CONSIDERATION FOR UPDATING AND FORMALIZING BLOCK PARTY PERMIT PROCESS; AND APPROVAL OF COUNCILMEMBER CACCIOTTI'S REQUEST FOR THE USE OF HIS DISCRETIONARY FUNDS FOR THE PURCHASE OF BARRICADE EQUIPMENT FOR BLOCK PARTIES**

Recommendation

It is recommended that the City Council consider the following requests:

1. Receive report from staff on the City's current Block Party Permit process;
2. Provide direction to staff on the development of a formal Block Party Permit Policy;
3. Consider options for how the City will manage traffic control needs for approved neighborhood block parties, including whether to purchase City-owned barricades;
4. Consider Councilmember Michael Cacciotti's request to appropriate the remainder of his discretionary funds, in the amount of $1,700, from Account No. (101-1010-1011-8021-004), to Account No. (101-6010-6011-8180-000) to partially fund the purchase of barricade equipment needed to implement a block party permit policy program and find that the expenditure serves a valid public purpose benefitting the City, that the expenditure is free from any conflict of interest and that it does not constitute a gift to any individual, corporation or municipality, but it is used exclusively to benefit the general public; and
5. Provide additional direction as appropriate.

Executive Summary

This report provides an overview of the City's current Block Party Permit process, and explores options for the City to purchase and provide its own barricades for Block Party Permit applicants, in an effort to reduce resident costs, and enhance consistency across events, as requested by Council.

Background

On August 20, 2025, Councilmember Michael Cacciotti requested approval to appropriate $900 of his respective discretionary funds to offset the cost of a block party. At the next meeting on September 3, 2025, City Council approved Councilmember Cacciotti's request and directed staff to return with additional information on the City's current block party policy.

Analysis
Although the City does not have a formal policy for Block Party Permits, there is an established practice and process that staff consistently follows when handling these permit requests. The application for a Block Party requires an 80% petition from neighbors, a 30-day advance request submittal, insurance fees in the amount of $128, permit fees in the amount of $314 (or $118 for a renewal), and resident-provided traffic control barricades. A renewal permit would be in the case of residents who have applied for such a permit before with the City. Because the City does not provide traffic control equipment, neighborhoods must arrange for rentals independently, which may pose financial and logistical barriers.

Below is a breakdown of a typical cost of a Block Party Permit, as the fees and process stand today, for both a new permit, and a renewal:

Cost Breakdown for a New Block Party Permit

Item	Cost
Insurance Fees	$128
Permit Fees for New Permit	$314
Resident- Provided Traffic Control Equipment	*$400
TOTAL	$842

Cost Breakdown for a Renewal Block Party Permit

Item	Cost
Insurance Fees	$128
Permit Fees for Renewal Permit	$118
Resident- Provided Traffic Control Equipment	*$400
TOTAL	$646

**This is the cost for the rental of traffic control measures for the closure of one single block. If the number of blocks increases, this cost is also expected to increase.*

The current administrative process lacks an adopted framework and can result in varied interpretations of eligibility, responsibility of traffic control measures, and safety expectations. A Council-approved policy would provide clarity regarding traffic control measures responsibility and distinctions between block parties and larger special events, improving transparency and consistency.

Policy Considerations
A significant issue raised by residents regarding the current process is the cost of renting private barricades, which can range widely depending on the vendor and availability. The average cost that residents have paid for the closure of one single block is $400. The cost can be higher if there are multiple blocks being closed. Staff and Councilmembers receive comments from residents who express frustration that the City requires them to rent barricades for what are intended to be small, neighborhood-based gatherings. These costs may discourage some neighborhoods from applying or create inequities among blocks with fewer financial resources. This report presents options that attempt to directly address these

concerns by exploring City-provided barricades as a way to reduce financial barriers and ensure safe traffic control practices.

Traffic Control Equipment/ Barricades

The City does not currently own barricade sets for rental to residents, so procurement of such traffic control equipment would be necessary, if Council chooses to include the rental of or provide the equipment via the permitting process. Traffic control responsibility is central to block party implementation, but determining the number of barricade sets is also essential for planning. One set would allow only a single block party at a time, which could lead to conflicts on popular dates such as holidays. Most cities that provide barricades maintain enough inventory to serve multiple neighborhoods on peak days. Purchasing three sets of barricades, at a cost of approximately $4,000 each, for a total of $12,000, would allow multiple simultaneous events and promote equitable access across the community.

If the Council elects to pursue City-owned barricades, funding would need to be incorporated into the upcoming budget. Councilmember Cacciotti has expressed interest in contributing discretionary funds toward the purchase of barricades, in the amount of $1,700, which could help offset costs and help the City launch the program sooner, but are not sufficient to fund the entire amount needed for the traffic control equipment, leaving approximately $10,300 unfunded. Staff would return with a budget amendment, or incorporate into the upcoming budget development cycle, and a procurement plan should this option be selected.

If the Council elects to rent the traffic control equipment to the applicant, the cost of such rental should also be considered and eventually formalized in to the City's Master Schedule of Fees. Nearby cities who rent the traffic control equipment to the applicants charge in accordance to the number of blocks being closed off, so they charge less for a single block closure, and more for a multi-block closure.

Operational considerations, including storage, delivery, reservation procedures, and staffing, would also need to be addressed. Staff will evaluate these factors and present recommendations once Council direction is provided.

Surrounding Cities

Several regional cities have adopted approaches that differ from the City's current approach. Pasadena offers the rental of the barricades at no cost, but there is a barricade delivery fee, which can range from $484 (for one City block) to $795 (for multiple City blocks). San Gabriel requires residents to supply their own traffic control equipment. Alhambra residents rent barricades through Public Works and the fee for the rental of the equipment is passed onto the resident. Sierra Madre fully provides barricades to residents for block party closures and it is included in their permit fee, which ranges between $74 to $573, depending on the type of group hosting the event and number of attendees. These differing approaches demonstrate a range of possible options for South Pasadena.

Options for Council

The following options may be considered by Council for next steps:

1. Maintain the status quo and formalize the current process into a policy
    a. Residents would still be required to provide their own barricades
2. Develop a formal policy, update the City's Block Party Permit application process, and purchase one set of barricades

    a. This option improves safety and potentially reduces some costs to the applicant, but supports only one event at a time and requires Council consideration of prioritization of applications to decide how the one barricade set should be deployed.
        - Estimated cost of $4,000 for the one barricade set
        - Council would need to elect whether to rent or provide the barricades as part of the permit process
3. Develop a formal policy, update the City's Block Party Permit application process, and purchase three barricade sets
    a. This option supports multiple events, potentially reduces resident cost burden, and improves safety and equity.
        - Estimated cost of $12,000 for the three barricades set
        - Council would need to elect whether to rent or provide the barricades as part of the permit process
4. Explore a hybrid approach where barricades are only provided for certain City-recognized events or allow residents to rent City-owned equipment for a fee.
    a. This rental fee would have to be incorporated into the City's Master Schedule of Fees

Next Steps:
Based on Council direction, staff will draft a formal Block Party Permit Policy, prepare budget recommendations for barricade purchases, obtain competitive quotes, coordinate discretionary Councilmember contributions, and return to Council with a complete policy and procurement plan.

Fiscal Impact
There is no fiscal impact associated with receiving this report. Should the Council pursue the purchase of three barricades sets, expected costs are approximately $12,000, depending on the number of sets ($4,000 each). Staff will incorporate equipment costs into the upcoming budget and return with a full fiscal analysis. Councilmember discretionary funds may reduce the City’s funding requirement.

City Council Agenda Report

ITEM NO. 14

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Shannon Robledo, Police Lieutenant
Nick Kimball, Assistant City Manager
Davit Ghazaryan, Management Analyst

SUBJECT: **DISCUSSION AND DIRECTION REGARDING THE ELIGIBLE USES OF NATIONAL OPIOID SETTLEMENT FUNDS**

Recommendation

It is recommended that the City Council:

1. Receive and file this report on the purpose and eligible uses of opioid settlement funds; and
2. Provide direction to staff on establishing an implementation plan for allowable uses, focusing on evidence-based, high-impact community programs.

Executive Summary

The City of South Pasadena (City) is receiving a share of California's opioid settlement funds, which originate from nationwide legal settlements with opioid manufacturers, distributors, and pharmacies for their role in fueling the opioid crisis. These funds are restricted, as they must be used to remediate opioid-related harms such as addiction, overdose, and community impact, rather than be used for general purposes.

The opioid settlement funds represent an opportunity for South Pasadena to contribute to solutions addressing addiction, overdose prevention, and community recovery. Staff is seeking direction from City Council regarding preferred uses for existing, and future, opioid settlement funds.

Background

Between 2021 and 2024, national settlements with pharmaceutical companies (e.g., Johnson & Johnson, McKesson, Cardinal Health, and AmerisourceBergen) and major pharmacies (e.g., CVS, Walgreens, Walmart) established multi-billion-dollar funds for state and local governments to use to address the opioid crisis in many parts of the U.S.

In California, 70% of settlement proceeds flow to local jurisdictions through the California Opioid Settlements Framework, administered by the Department of Health Care Services (DHCS). Each participating city must annually report how its funds are used to address the opioid crisis and must ensure that at least 50% of its allocation supports High-Impact Abatement Activities (HIAA) such as treatment access, naloxone distribution, recovery support, and prevention.

Analysis
As noted, the City is receiving a share of statewide opioid settlement funds resulting from national legal settlements with pharmaceutical manufacturers, distributors, and pharmacies for their role in the opioid crisis. These funds are restricted and must be used to prevent, reduce, and remediate opioid-related harms through evidence-based strategies such as treatment, prevention, harm reduction, and recovery support. At this time, staff is seeking City Council feedback and direction on potential priorities and program areas for the use of these funds to ensure they are aligned with community needs, regional partnerships, and the City's broader public health and safety objectives.

Eligible Uses
Settlement agreements and state guidance specify that opioid funds may be used for the following broad categories of activities:

a) Prevention and Education: School-based programs, public awareness campaigns, and early intervention initiatives.
b) Treatment and Recovery: Medication-assisted treatment (MOUD), counseling, case management, and recovery housing.
c) Harm Reduction: Naloxone (Narcan) distribution, fentanyl test strips, overdose response training, and syringe disposal.
d) Community Support: Peer recovery specialists, housing and employment support for people in recovery, and social service linkages.
e) Data, Evaluation, and Oversight: Local overdose tracking, evaluation of funded programs, and administrative costs tied to remediation.

These funds are being channeled directly into addiction treatment, harm reduction, and recovery infrastructure.

Ineligible Uses
Funds must supplement, not replace, existing public health or public safety spending, and all expenditures must have a clear nexus to opioid harm reduction.

Some examples of ineligible uses are: building or maintaining infrastructure that is not directly related to prevention, treatment, or recovery programs; funding activities that are related to general law enforcement expenses such as buying tasers, drones, police cruisers, unless they are integrated with treatment or recovery efforts and funding programs; or medications not listed in the "Approved Uses" of Exhibit E of the settlement agreements (Attachment 1) or programs that are not evidence-based or evidence-informed.

Other Cities
In the City of Burbank, the funds are managed by the Community Development Department (CDD). There are two programs currently funded through the opioid settlement. The first is called a Youth Opioid Prevention Program. This program is managed by the local Boys & Girls Club, which conducts opioid prevention workshops at various nonprofit organizations and within the local school district. The program falls under the "Prevent Misuse of Opioids" category and aligns with HIAA #5: Interventions to prevent drug addiction in vulnerable youth.

The second program is called an Opioid Drug Counseling Program and is overseen by the Family Service Agency of Burbank. This program provides opioid drug counseling services, with a focus on critical assessments for treatment and community recovery support. This

initiative falls under the "Support People in Treatment and Recovery" category and aligns with HIAA #2: Expanding Substance Use Disorder (SUD) treatment infrastructure.

Both programs have been funded for two consecutive years and are being monitored for their progress and impact on the community.

In the City of Pasadena, the funds are being managed by their Public Health Department 'for material and supply purchases along with other contracted services to support opioid remediation through the form of treatment, naloxone distribution, education, and prevention'. Pasadena Public Health Department's Social and Mental Health Division have been leading the efforts to use the funding to support community needs in coordination with the Pasadena Outreach Response Team (PORT).

The cities of Glendale and the Alhambra have not determined how to use the funds at the time of writing this report. Per Glendale Police Department, they are planning on exploring options in early 2026.

Potential Uses in South Pasadena
Given the City's size and service structure, a regional, partnership-based approach is recommended to maximize the impact of the City's allocation. Staff recommends prioritizing initiatives that deliver direct, measurable community benefits and complement County and nonprofit programs. Examples of applicable programs can be found in the table below.

Category	**Example Program**
High-Impact (≥50%)	Opioid prevention workshops in cooperation with the School District
	Peer recovery outreach in partnership with LA County or local nonprofits
	Medication-assisted treatment access / cost support
Supportive / Capacity Building	Prevention & education campaigns (e.g. Every 15 Minutes - a two-day, high-impact event for high school students focused on preventing alcohol-related traffic fatalities. The goal of the program is to make the dangers of drunk driving real for students by showing them the emotional and personal impact on families and the community).
	Recovery housing / transitional support
Administration / Evaluation	Reporting, program evaluation, and oversight

Naloxone distribution isn't being recommended as an option at this time as the South Pasadena Police Department receives Naloxone's free of charge from the County of Los Angeles.

Fiscal Impact
The City's year-to-date allocation is $117,198.87, with more funds expected to be received through a newly proposed national opioid settlement that the City joined in August of 2025 (subject to settlement distribution schedules). No General Fund impact is anticipated.

Commission Review and Recommendation
The item was not reviewed by the Public Safety Commission.

Attachment:
Attachment No. 1 - Exhibit-E-Final-Settlement-Agreement

EXHIBIT E

List of Opioid Remediation Uses

Schedule A
Core Strategies

States and Qualifying Block Grantees shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies ("*Core Strategies*").[14]

A. **NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES**

1. Expand training for first responders, schools, community support groups and families; and

2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. **MEDICATION-ASSISTED TREATMENT ("*MAT*") DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT**

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;

2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;

3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and

4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

[14] As used in this Schedule A, words like "expand," "fund," "provide" or the like shall not indicate a preference for new or existing programs.

C. **PREGNANT & POSTPARTUM WOMEN**

1. Expand Screening, Brief Intervention, and Referral to Treatment ("*SBIRT*") services to non-Medicaid eligible or uninsured pregnant women;

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder ("*OUD*") and other Substance Use Disorder ("*SUD*")/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and

3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. **EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME ("*NAS*")**

1. Expand comprehensive evidence-based and recovery support for NAS babies;

2. Expand services for better continuum of care with infant-need dyad; and

3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. **EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES**

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;

2. Expand warm hand-off services to transition to recovery services;

3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;

4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and

5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. **TREATMENT FOR INCARCERATED POPULATION**

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and

2. Increase funding for jails to provide treatment to inmates with OUD.

G. **PREVENTION PROGRAMS**

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);

2. Funding for evidence-based prevention programs in schools;

3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);

4. Funding for community drug disposal programs; and

5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. **EXPANDING SYRINGE SERVICE PROGRAMS**

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. **EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE**

Schedule B
Approved Uses

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder ("*OUD*") and any co-occurring Substance Use Disorder or Mental Health ("*SUD/MH*") conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:[15]

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment ("*MAT*") approved by the U.S. Food and Drug Administration.

2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine ("*ASAM*") continuum of care for OUD and any co-occurring SUD/MH conditions.

3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

4. Improve oversight of Opioid Treatment Programs ("*OTPs*") to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.

6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

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[15] As used in this Schedule B, words like "expand," "fund," "provide" or the like shall not indicate a preference for new or existing programs.

8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.

9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.

10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.

11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.

12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 ("*DATA 2000*") to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.

13. Disseminate of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.

14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.

2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved mediation with other support services.

5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.

6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.

7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.

8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.

9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.

10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.

12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.

14. Create and/or support recovery high schools.

15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.

2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.

3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.

5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.

6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.

7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.

9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.

10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

11. Expand warm hand-off services to transition to recovery services.

12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.

13. Develop and support best practices on addressing OUD in the workplace.

14. Support assistance programs for health care providers with OUD.

15. Engage non-profits and the faith community as a system to support outreach for treatment.

16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:

    1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative ("*PAARI*");

    2. Active outreach strategies such as the Drug Abuse Response Team ("*DART*") model;

    3. "Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;

    4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion ("*LEAD*") model;

    5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

    6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.

2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.

3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.

5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.

6. Support critical time interventions ("*CTI*"), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome ("*NAS*"), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.

3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.

4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.

6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.

7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.

8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.

10. Provide support for Children's Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).

2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.

3. Continuing Medical Education (CME) on appropriate prescribing of opioids.

4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.

5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs ("*PDMPs*"), including, but not limited to, improvements that:

1. Increase the number of prescribers using PDMPs;

2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.

6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.

7. Increasing electronic prescribing to prevent diversion or forgery.

8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.

2. Corrective advertising or affirmative public education campaigns based on evidence.

3. Public education relating to drug disposal.

4. Drug take-back disposal or destruction programs.

5. Funding community anti-drug coalitions that engage in drug prevention efforts.

6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration ("*SAMHSA*").

7. Engaging non-profits and faith-based communities as systems to support prevention.

8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.

9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.

10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.

11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.

12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.

2. Public health entities providing free naloxone to anyone in the community.

3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.

4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.

5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.

6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.

8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.

9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.

10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.

13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment

intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.

3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.

2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.

2. Research non-opioid treatment of chronic pain.

3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.

6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring ("*ADAM*") system.

8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.

9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

City Council Agenda Report

ITEM NO. 15

DATE: December 3, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Roxanne Diaz, City Attorney

SUBJECT: **CONSIDERATION OF ORDINANCE NO. 2409 OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) OF THE SOUTH PASADENA MUNICIPAL CODE IN ITS ENTIRETY**

Recommendation

It is recommended that the City Council introduce Ordinance No. 2409 by title only and waive full reading of the ordinance amending Chapter 34 (Trees and Shrubs) in its entirety.

Background

South Pasadena has been a Tree City USA community for over 25 years, demonstrating its commitment to protecting and enhancing the urban forest.

The City's current tree ordinance set forth in Chapter 34 of the South Pasadena Municipal Code, however, has presented challenges for both staff and the community, including a broad definition of trees subject to the ordinance, trimming and removal criteria and processes that can be difficult to understand, and a permitting process that can be difficult to navigate.

At the September 17, 2025 City Council meeting, Public Works staff presented an updated tree ordinance to modernize the process and provide clarity for both staff and the community. The ordinance provided more streamlined permitting and notification requirements, with the goal of creating a clearer and more efficient process. The Council held a robust discussion regarding the proposed ordinance and introduced the ordinance, with the amendments that were in the "add docs" by a 5-0 vote. At the October 1, 2025 City Council meeting, the ordinance was presented for second reading. Numerous comments and letters were received by members of the public regarding several provisions in the ordinance and the City Council did not take action and instead gave direction to Staff to return with a revised ordinance.

Analysis

Following the October 1, 2025 City Council meeting, the City Attorney, along with Public Works, met with the Mayor and Mayor Pro Tem to discuss revisions to the ordinance to address some of the matters raised at that meeting.

In particular was the scope of the tree removal permit requirements which under the previously proposed ordinance applied only to "Mature Protected Trees" defined as native and heritage trees with a diameter of 4 inches or more. "Significant trees" were not part of the new definition of Mature Protected Trees. Under the City's current tree ordinance, significant trees,

defined as any variety of tree with a caliper of one foot or more, requires a permit to remove the tree. Concerns were also raised regarding the City's ability to remove City trees from public property (namely the parkways adjacent to the sidewalks). Also discussed was how to address concerns regarding the ability of residents to make their properties more fire-resistant and the role that certain trees have, in particular, those that are not known to be fire-resistant.

Accordingly, in order to address these matters the ordinance that was previously presented to the City Council includes several substantive revisions:

- Significant Trees have been addressed in the revised ordinance and the revised ordinance now requires that a tree removal permit be obtained to remove a "Significant Tree" both related to development and not related to development. A Significant Tree is defined as any tree with a diameter at breast height or "DBH" of 12 inches or more. DBH is the accepted standard method of measuring the diameter of a tree.
- The definition of Protected Tree continues to includes those trees designated by the City Council as "Protected Trees," which has primarily been trees native to Southern California. However the size of the Protected Tree is now part of the ordinance, which is a DBH of 4 inches or more. The amended ordinance now includes a list of Protected Trees, and that list includes oak trees and sycamore trees as well as heritage trees. It also allows the Public Works Department to maintain a list of Protected Trees and they may add to, delete from, or otherwise modify the list without further action by the City Council. Accordingly, Protected Trees are subject to the permit requirements for tree trimming, tree removal not associated with development and tree removal associated with development.
- If the City desires to remove a "Protected Tree" or a "Significant Tree," the Public Works Department will be required to obtain a report from a certified arborist that confirms the Director's decision (including the basis for that decision) prior to the tree's removal.
- To address the concerns of both residents and the Council regarding the need for an independent arborist, the amended ordinance includes a revised definition which will requires that the City Arborist be independent and not be from any service provider under contract with the City for the general maintenance of the City's parks and green spaces and the trimming of its trees.
- As fire safety is a matter of upmost importance to residents and the council, the ordinance provides for the creation and maintenance of a list of trees that are prohibited from being planted in Very High and High Fire Hazard Severity Zone areas. "Restricted Trees in a Fire Hazard Severity Zone" is a list that will be maintained by the Public Works Department and can be added to or otherwise amended without any action of the City Council. The list is included as attachment 2 to this report.
- Staff also looked at having a general category of "Restricted Trees" which are trees known to have an invasive root system with the potential for root damage to surrounding infrastructure or not climate appropriate or have other issues that make them not suitable for planting. Therefore, the amended ordinance also provides for the creation and maintenance of a list of "Restricted Trees" designated by the Public Works Department as trees that cannot be planted on any private or public property in the City. The initial Restricted Tree list is from the "Los Angeles County Do Not Plant List" which was prepared by a consultant hired by the County to prepare its "Community Forest Management Plan." The list is included as attachment 3 to this report.
- The criteria for approving a tree removal permit not associated with development has been amended to allow residents to remove a Restricted Tree or a Restricted Tree in a Fire Hazard Severity Zone area. Therefore if residents have a tree on either list, they

may obtain a tree removal permit from the City. It should be noted that if a resident has trees on their property from either list, the City is not requiring the resident to remove them.

- The provisions from the previous ordinance related to tree replacement criteria, tree replacement plans and the implementation of such plans has been consolidated mostly into a new Section 34.7. This allows the reader to look at only one section in the code regarding the requirements related to replacement trees. The other provisions regarding replacement plans and tree protection will be moved to the Administrative Regulations.
- The tree replacement requirements for the removal of trees not associated with development, namely Protected Trees, Significant Trees and Restricted Trees, including those in a Fire Hazard Severity Zone area, is one tree for each tree removed.
  The tree replacement requirements for the removal of trees associated with development, namely Protected Trees and Significant Trees, is based on diameter and two (2) replacement trees are required for each DBH of 16 inch increment of the existing Protected Tree or Significant Tree. At least 50% of the replacement trees must be planted onsite.
- Also new is an "Approved Replacement Tree List" that are trees approved as replacement trees. The list will be maintained by the Director of Public Works in consultation with a certified arborist. The initial "Approved Replacement Tree List" will includes trees from the County's Community Forest Management Plan that divided the County into climate area types and its consultant created a list of trees appropriate for each area. South Pasadena is in LA Basin area and there is a list of trees appropriate for our climate. The map and recommended tree species list is included as attachment 4 to this report.
- Last, proposed is the removal of the "comment period" from an applicant's appeal of a Director's decision to the Natural Resources and Environmental Commission ("Commission") denying a tree removal permit not associated with development. Those within a 100 foot radius of the applicant's property were provided the ability to "comment" on the application under the previous ordinance. The amended ordinance also limits the ability to appeal a decision from the Commission to the City Council only for the applicant. The City has received complaints in the past regarding the expense and time required to obtain radius lists and that the reliance on third parties for those lists has had a negative impact to the property owner. In these cases removal of the tree generally does not have an impact on neighboring properties and the purpose of the removal is to address risks the tree has on persons, property, other trees, or the structural integrity of existing improvements or infrastructure or the property owner is unable to get insurance because of the tree.

The remaining structure of the previously presented ordinance remains and Staff believes that all stakeholders (staff and residents) will benefit from a clearer process with defined terms, clear headings and an organization that is reader friendly. The process will also benefit greatly from allowing for the adoption of administrative procedures, regulations and guidelines for the implementation of the ordinance. This will allow the City to adopt regulations and guidelines related to the application of various provisions of the ordinance so that the ordinance is applied consistently and allows staff to quickly address matters that arise regarding implementation.

Fiscal Impact

Applicants will continue to pay the required application fees and deposits. If deposits are forfeited, the deposits will be placed in a separate tree fund that can be used for the planting of

trees or other uses related to trees at the discretion of the City.

Attachment:
Attachment No. 1 - Ordinance No. 2409
Attachment No. 2 - Restricted Trees in a Fire Hazard Severity Zone
Attachment No. 3 - Restricted Trees
Attachment No. 4 - Approved Replacement Tree List

CITY OF SOUTH PASADENA
ORDINANCE NO. 2409

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) OF THE SOUTH PASADENA MUNICIPAL CODE IN ITS ENTIRETY

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

SECTION 1. Chapter 34 entitled "Trees and Shrubs" of the South Pasadena Municipal Code is hereby amended in its entirety to read as follows:

"CHAPTER 34

TREES

Sections:

34.0 Purpose.
34.1 Definitions.
34.2 Maintenance of Trees on Private Property.
34.3 Maintenance of Trees on Public Property.
34.4 Tree Trimming Permit Requirements.
34.5 Tree Removal Permit Requirements - Not Associated With Development.
34.6 Tree Removal Permit Requirements - Associated With Development.
34.7 Tree Removal Permit Replacement Tree Requirements
34.8 Emergency Trimming of Mature Protected Trees.
34.9 Exemptions.
34.10 Obstruction.
34.11 Violations.
34.12 Penalties.
34.13 Administrative Regulations.
34.14 Conflict with Laws.

34.0 Purpose

The City of South Pasadena is forested with a variety of trees that contribute to the long-term health, welfare and quality of life of the residents of the City. It is the intent of this Chapter to establish conditions and regulations for the protection, removal and replacement of existing trees and the installation of new trees t to further the reasonable enjoyment of private property. Further, it is recognized that trees are an asset to the community and residents are attracted to the urban forest of the City. Trees provide a variety of benefits to the community including

enhancing the City's beauty and character, preserving the historical significance of trees to our City, furthering the creation of natural gathering spaces, reduction of noise pollution, enhancement of neighborhood character and aiding in the establishment and maintenance of tree cover on private and public lands in the City. This is balanced with ensuring that trees are maintained in a healthy and non-hazardous condition.

34.1 Definitions.

As used in this chapter, the following words and phrases shall have the meaning set forth below:

(a) "Administrative Regulations" means the administrative procedures, regulations and guidelines adopted by the City Manager or his designee pursuant to Section 34.16.

(b) "Approved Replacement Tree List" means a list of species of Trees that are approved as replacement trees as required by this Chapter. Such List shall be maintained by the Director in consultation with a Certified Arborist. The Public Works Department shall maintain and periodically review the Approved Replacement Tree List and may add to, delete from, or otherwise modify the list without further action by the City Council.

(c) "Certified Arborist" means a professional in the tree care industry who has received their arborist certification through the International Society of Arboriculture.

(d) "City Arborist" means a Certified Arborist designated by the Director as the "City Arborist", provided that the City Arborist must be independent from any landscape service provider under contract with the City for the general maintenance of the City's parks and green spaces and trimming of the City's Trees.

(e) "Code" means the South Pasadena Municipal Code.

(f) "Commission" means the City of South Pasadena Natural Resources and Environmental Commission or a successor body to the duties and responsibilities of such Commission.

(g) "Damage" means any act which causes injury or disfigurement to a Tree, including death of a Tree.

(h) "DBH (diameter at breast height)" means the diameter of a Tree measured 4½ feet above natural grade. For any tree with multiple trunks, the DBH shall be the sum of the diameter of each trunk measured 4 ½ feet above natural grade.

(i) “Deadwood” means limbs, branches or a portion of a Tree void of green leaves during a time of the year when green leaves should be present on a healthy Tree of that type.

(j) “Developer” shall have the meaning set forth in Section 36.700.020 of this Code.

(k) “Development” means any construction, installation, reconstruction, demolition, or moving of a building or structure on property located in the City. Development also includes the grading, excavation or compaction of soil and flatwork.

(l) “Director” means the City’s Public Works Director or his or her designee.

(m) “Drip Line” means an imaginary line defined by the branch spread of a single tree or group of trees.

(n) “Emergency” means a situation where action must be taken to Trim a Protected Tree pursuant to Section 34.10 because the Protected Tree is an immediate threat to life, property or public safety.

(o) “Heritage Tree” means a tree of historical value, which has been designated by the City as a South Pasadena historical landmark and includes any tree designated by resolution of the Ci Council to be of special community value as an aesthetic, ecological or historical resource.

(p) “Intentional Violation” means a violation of this chapter (Trees) that is committed by any Person who has actual or presumed knowledge of, or who has previously violated, its provisions. A Person, including a commercial Certified Arborist/tree trimmer, a general contractor, or anyone who has previously filed an application for a Tree Trimming Permit or a Tree Removal Permit in the City shall be presumed to know the provisions of this chapter.

(q) “ISA” means the International Society of Arboriculture.

(r) “Oak Tree” means species of tree of the genus Quercus.

(s) "Person" means any individual, partnership, corporation, association, trustee, receiver or other entity. A Person also includes a Developer.

(t) “Planning Review Authority” means the City employee or body (Director of Community Development, Cultural Heritage Commission, Planning Commission or City Council) identified by the City zoning code as having responsibility and authority to review and approve or disapprove Development permit applications described in Article 6 (Zoning Code Administration) of the City zoning code.

(u) “Protected Tree” means those species of trees designated by the City as “Protected Trees” in a resolution adopted by the City Council and the following Trees whether or not so designated by the City Council and that have a DBH of 4 inches or more:

(i) Oak Trees, including Coast Live Oak, Holly Oak, Southern Live Oak, Scrub Oak, Canyon Live Oak, Engelmann Oak, California Black Oak, Interior Live Oak.

(ii) California Bay Laurel.

(iii) Desert Willow.

(iv) Catalina Ironwood.

(v) Sycamore Trees, including California Sycamore.

(vi) Toyon.

(vii) So California Black Walnut.

(viii) Hollyleaf Cherry.

(ix) Heritage Trees.

The Public Works Department shall maintain and periodically review the Protected Tree list and may add to, delete from, or otherwise modify the list without further action by the City Council.

(v) “Protection” means the safeguarding of Trees through proper treatment.

(w) “Public Works Department” means the department of the City that oversees all public works issues in the City

(x) “Removed” or “Removal” means uprooting, cutting or severing of the main trunk(s) of a Tree.

(y) “Restricted Trees” are Trees or species of Trees which have been designated by the Public Works Department as Trees that cannot be planted on any public or private property in the City. The Public Works Department shall maintain and periodically review the Restricted Tree list and may add to, delete from, or otherwise modify the list without further action by the City Council.

(z) “Restricted Trees in a Fire Hazard Severity Zone(s)” are all Restricted Trees and other Trees designated by the Public Works Department as Trees that cannot be planted in a Very High Fire Hazard Severity Zone or High Fire Hazard Severity Zone. The Public Works Department shall maintain and

periodically review the Restricted Trees in Fire Hazard Severity Zones list and may add to, delete from, or otherwise modify the list without further action by the City Council.

(aa) "Significant Tree" means any Tree with a DBH of 12 inches or greater.

(bb) "Sycamore Tree" means species of tree of the genus Platanus.

(cc) "Standard of Care" means compliance with American National Standards Institute ("ANSI") current standards for tree care, irrigation, maintenance, pruning and Trimming.

(dd) "Tree" or "tree" means a woody perennial usually having one or several main stems.

(ee) "Tree Removal Permit" means a permit issued by the City for the Removal of a Protected Tree, a Significant Tree, a Restricted Tree or a Restricted Tree in a Fire Hazard Severity Zone pursuant to Section 34.5 or Section 34.6 herein.

(ff) "Tree Trimming Permit" means a permit issued by the City for the Trimming of a Protected Tree pursuant to Section 34.4 herein.

(gg) "Trim" or "Trimming" means cutting into the live wood of a Tree to remove limbs, branches and/or foliage or otherwise removing a Tree's limbs, branches and/or foliage in a way that will not foreseeably cause the Tree's death or permanent damage to its health. Trimming may include pruning and removal of Deadwood.

34.2 Maintenance of Trees on Private Property.

Private property owners or tenants shall be responsible for the maintenance of trees on their property owned or leased property in accordance with the Standard of Care. As applicable, property owners or tenants shall also comply with the City's Water Efficient Landscape provisions set forth in Article III of Chapter 35 of this Code, as it pertains to the maintenance of Trees.

34.3 Maintenance of Trees on Public Property.

(a) The Public Works Department shall be responsible for the maintenance of all trees on public property including but not limited to public rights-of-way and public parks. The Public Works Department shall prepare and implement the annual work plan for the maintenance and/or removal of trees on public property, which may include requests from owners of real property requesting the trimming and/or removal of a tree or tree(s) located in the public

right-of-way adjacent to their respective properties. The City may adopt regulations pursuant to Section 34.16 addressing such requests, including the determination of the cost sharing for the Trimming and/or Removal.

(b) As set forth in Section 31.48 of this Code, the property owner or tenant shall be responsible for irrigation of parkway trees in any public right of way adjacent to their owned or leased property.

34.4 Tree Trimming Permit Requirements

(a) Tree Trimming Permit Required. A Tree Trimming Permit shall be required for the Trimming of any live foliage, limbs or branches of a Protected Tree.

(b) Tree Trimming Standards. Any Person Trimming a Protected Tree shall comply with the Standard of Care in addition to the following:

(1) Trimming of Protected Trees shall conform to the ANSI A300 Pruning Standards and the ISA Best Management Practices.

(2) Trimming of a Protected Oak Trees shall only be permitted between June 1st and September 30th of each year. Tree Trimming Permit applications requested outside of that time may be approved by the Director if necessary to address hazardous or Emergency conditions as determined by the City Arborist.

(c) Tree Trimming Permit Application. An application for a Tree Trimming Permit shall be filed with the Director in a form provided by the City with the nonrefundable application fee in an amount established by City Council resolution. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location and description of the property on which the Protected Tree(s) are located;

(3) A description of the proposed Trimming of the Protected Tree(s), and the reasons therefor. Photographs may be attached as exhibits to the application, if desired;

(4) The name and California contractor's license number of the Person who will perform the Trimming. Tree Trimming Permits shall only be issued to Persons possessing a C-27, C-49 or C-61/D-49 California contracting license and a valid City business license. The City Manager is authorized to update the licensing requirements through the adoption of regulations pursuant to Section 34.16;

(5) Any additional information or documentation as the Director may require.

(d) Tree Trimming Application Review. The City Arborist shall evaluate each application for a Tree Trimming Permit considering the criteria set forth in Section 34.4(e) and shall provide a recommendation for approval or denial and the reasons therefor to the Director. The Director shall evaluate such application along with the recommendation from the City Arborist, and after considering the criteria set forth in Section 34.4(e), the Director shall either approve or deny the application. If an application for a Tree Trimming Permit is denied, the Director shall notify the applicant in writing within 10 business days of the date of decision. The written denial notification shall set forth the reasons for the denial and time in which to file an appeal.

(e) Tree Trimming Permit Review Criteria. The Director may approve an application for a Tree Trimming Permit if the Director determines that one of the following conditions is met:

(1) Trimming is necessary to maintain the health of the Protected Tree, which may include structural pruning to reduce tree failure, crown cleaning, thinning or reduction to maintain the health and safety of the Protected Tree or other routine trimming that is essential to the Protected Tree's health.

(2) The live foliage, limbs or branches of the Protected Tree pose a risk of injury or harm to persons or property.

(3) The live foliage, limbs or branches of the Protected Tree are interfering with or damaging the structural integrity or use of an existing improvement or existing structure on the property.

(4) A written determination has been made by the City Arborist, after a visual inspection, that the live foliage, limbs or branches of the Protected Tree are diseased, or otherwise pose a threat to the health of adjacent trees.

(5) A property owner provides documented evidence, such as a letter of cancellation or denial of insurance coverage, that the Protected Tree in its current condition prevents renewal or issuance of homeowner's insurance.

(6) A written determination has been issued by the Fire Chief, or the Chief's designee, that removal of live foliage, limbs or branches of the Protected Tree is necessary to achieve or maintain the defensible space clearance required under California law or the provisions of this Code.

(f) Appeal - Director's Decision to Deny the Permit.

(1) Filing the Appeal. Only the applicant may appeal to the Commission the decision of the Director denying a Tree Trimming Permit for a

Protected Tree. The applicant shall file a written notice of appeal in a form provided by the City with the Public Works Department no later than fifteen (15) days after the date of the notice of denial of the Tree Trimming Permit. The written notice of appeal shall be accompanied by: (i) a nonrefundable appeal fee in the amount established by resolution of the City Council; (ii) the applicant's written Certified Arborist report with respect to the application; and (iii) a statement containing the basis for and written documentation, if any, in support of the appeal.

(2) Scheduling of Hearing. The Public Works Department shall set the time and date for the Commission's hearing of the appeal, which date shall be within 60 days from the date the completed appeal was received by the Public Works Department. Notice of the time and place of the hearing will be sent to the Applicant. Failure to receive the notice of the hearing shall not invalidate the proceedings under this section.

(3) Determination. Upon consideration of the reports, evidence and testimony presented at the appeal hearing, the Commission may affirm or reverse the decision of the Director denying the Tree Trimming Permit for the Protected Tree based on the criteria set forth in Section 34.4(e). Notice of the Commission's decision shall be mailed to the applicant within 10 business days of the date of decision. The written notification shall set forth the reasons for the decision and the time in which to file an appeal of the Commission's decision to the City Council.

(g) Appeal - Decision of the Commission.

(1) Filing the Appeal. Only the applicant may appeal the decision of the Commission to the City Council. The applicant shall file a written notice of appeal in a form provided by the City with the City Clerk no later than fifteen (15) days after the date of the notice of denial of the Tree Trimming Permit. The written notice of appeal shall be accompanied by: (i) a nonrefundable appeal fee in the amount established by resolution of the City Council; (ii) the applicant's written Certified Arborist report with respect to the application; and (iii) a statement containing the basis for and written documentation, if any, in support of the appeal.

(2) Scheduling of Hearing. The City Clerk shall set the time and date for the appeal to be heard by the City Council, which date shall be within 30 days from the date the written notice of appeal was received by the City. Notice of the time and place of the hearing will be sent to the applicant. Failure to receive the notice of the hearing shall not invalidate the proceedings under this section.

(3) Determination. Upon consideration of the reports, evidence and testimony presented at the appeal hearing, the City Council may affirm or reverse the decision of the Commission based on the criteria set forth in Section 34.4(e). Notice of the decision of the City Council shall be mailed to the applicant

within 10 business days of the date of decision. The written notification shall set forth the reasons for the decision. The decision of the City Council shall be final.

(h) Expiration of Permit. A Tree Trimming Permit issued under this Section is valid from one year from the date of issuance.

34.5 Tree Removal Permit Requirements - Not Associated With Development

(a) Tree Removal Permit Required. A Tree Removal Permit issued by the City shall be required to remove any:

(1) Protected Tree,

(2) Significant Tree, or

(3) Restricted Tree or Restricted Tree in a Fire Hazard Severity Zone with a DBH of 12 inches or more (collectively both referred to in this section as "Restricted Trees"),

provided, that the requirements to remove any tree associated with Development shall be governed by the provisions of Section 34.6 of this Chapter.

(b) Tree Removal Permit Application. An application for a Tree Removal Permit not associated with Development shall be filed with the Director in a form provided by the City with the nonrefundable application fee in an amount established by City Council resolution. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location or description of the property on which the proposed Protected Tree(s), Significant Tree(s) or Restricted Tree(s) are to be Removed;

(3) A description of the proposed Removal of the Protected Tree(s), Significant Tree(s) or Restricted Tree(s) and the reasons therefor. Photographs may be attached as exhibits to the application, if desired;

(4) The name and California contractor's license number of the Person who will perform the Removal. Tree Removal Permits shall only be issued to Persons possessing a C-27, C-49 or C-61/D-49 California contracting license and valid City business license. The City Manager is authorized to update the licensing requirements through the adoption of regulations pursuant to Section 34.16;

(5) Any additional information or documentation as the Director may require.

(c) Tree Removal Application Review. The City Arborist shall evaluate each application for a Tree Removal Permit considering the criteria set forth in Section 34.5(d) and shall provide a recommendation for approval or denial and the reasons therefor to the Director. The Director shall evaluate such application along with the recommendation from the City Arborist, and after considering the criteria set forth in Section 34.5(d), the Director shall either approve or deny the application. If an application for a Tree Removal Permit is denied, the Director shall notify the applicant in writing within 10 business days of the date of decision. The written denial notification shall set forth the reasons for the denial and time in which to file an appeal.

(d) Tree Removal Permit Review Criteria. The Director may approve an application for a Tree Removal Permit not associated with Development if the Director determines that one of the following conditions is met:

(1) The City Arborist, after a visual inspection, makes a written determination that the Protected Tree or Significant Tree is: (i) dead, dying, or diseased, (ii) poses a risk of or threat to persons or property, or (iii) poses a risk of or threat to the health of adjacent trees.

(2) The Protected Tree or Significant Tree is interfering with or damaging the structural integrity or use of an existing improvement or existing structure on the property.

(3) A property owner provides documented evidence, such as a letter of cancellation or denial of insurance coverage, that the Protected Tree or Significant Tree in its current condition prevents renewal or issuance of homeowner's insurance.

(4) A written determination has been issued by the Fire Chief, or the Chief's designee, that Removal of the Protected Tree, Significant Tree, Restricted Tree or Restricted Tree in a Fire Hazard Severity Zone is necessary to achieve or maintain the defensible-space clearance required under California law or provisions of this Code.

(5) The proposed removal is of a Restricted Tree(s) in a Fire Hazard Severity Zone(s).

(6) The proposed removal is of a Restricted Tree.

Applicants shall be required to provide replacement trees in compliance with Section 34.7.

(e) Appeal - Director's Decision to Deny the Permit.

(1) Filing the Appeal. Only the applicant may appeal to the Commission the decision of the Director denying the Tree Removal Permit. The applicant shall file a written notice of appeal in the form provided by the City with the Public Works Department no later than fifteen (15) days after the date of the notice of denial of the Tree Removal Permit. The written notice of appeal shall be accompanied by: (i) a nonrefundable appeal fee in the amount established by resolution of the City Council; (ii) the applicant's written Certified Arborist report with respect to the application; and (iii) a statement containing the basis for and written documentation, if any, in support of the appeal.

(2) Scheduling of Hearing. The Public Works Department shall set the time and date for the Commission's hearing of the appeal, which date shall be within 60 days from receipt of the notice of appeal. Notice of the time and place of the hearing will be sent to the Applicant. Failure to receive the notice of the hearing shall not invalidate the proceedings under this section.

(3) Determination. Upon consideration of the reports, evidence and testimony presented at the appeal hearing, the Commission may affirm or reverse the decision of the Director denying the Tree Removal Permit based on the criteria set forth in Section 34.5(d). Notice of the Commission's decision shall be mailed to the applicant within 10 business days of the date of decision. The written notification shall set forth the reasons for the decision and the time in which to file an appeal to the City Council.

(f) Appeal - Decision of the Commission.

(1) Filing and Appeal. Only the applicant may appeal the decision of the Commission to the City Council. The applicant shall file a written notice of appeal in a form provided by the City with the City Clerk no later than fifteen (15) days after the date of the Commission decision of the Tree Removal Permit. The written notice of appeal shall be accompanied by: (i) a nonrefundable appeal fee in the amount established by resolution of the City Council; (ii) the applicant's and/or appellant's written Certified Arborist report, as applicable, with respect to the application; and (iii) a statement containing the basis for and written documentation, if any, in support of the appeal.

(2) Scheduling of Hearing. The City Clerk shall set the time and date for the appeal to be heard by the City Council, which date shall be within 30 days from the date the completed written notice of appeal was received by the City. Notice of the time and place of the hearing will be sent to the applicant. Failure to receive the notice of the hearing shall not invalidate the proceedings under this section.

(3) Determination. Upon consideration of the reports, evidence and testimony presented at the appeal hearing, the City Council may affirm or reverse the decision of the Commission based on the criteria set forth in Section

34.5(d). Notice of the decision of the City Council shall be mailed to the applicant within 10 business days of the date of such decision. The decision of the City Council shall be final.

(g) Certain Tree Removals Deemed Final. If a Tree Removal Permit is granted for the Removal of a Protected Tree or Significant Tree by the Commission following an appeal of the Director's denial on the basis of the criteria set forth in 34.5(d)(1)(ii), the decision of the Commission is considered final and is not appealable to the City Council.

(h) Conditions if Approved. The approval of a Tree Removal Permit not associated with Development is conditioned upon:

(1) The payment of all fees associated with the Tree Removal as established by City Council resolution, and

(2) The payment of the deposit for the required replacement trees, in an amount sufficient to cover the cost of all required replacement trees, as determined by the City Arborist.

Upon the satisfaction of such conditions, the Public Works Department shall issue the Tree Removal Permit.

(i) Expiration of Permit. A Tree Removal Permit issued under this section is valid from one year from the date of issuance. All replacement trees shall be planted prior to the expiration of the permit.

(j) Inspection of Removal. When the Removal work designated in the Tree Removal Permit is completed, the applicant shall contact the Public Works Department for an inspection of the Removal. Any Protected Tree, Significant Tree or Restricted Tree Removed will require complete Removal and grinding of the stump and backfilling of the hole.

34.6 Tree Removal Permit Requirements - Associated With Development.

(a) Tree Removal Permit Required. Any Person that intends to commence, will commence or has commenced any Development on their property, which requires the Removal of a Protected Tree or a Significant Tree, shall obtain a Tree Removal Permit from the City in conjunction with the Development application before the Protected Tree(s) or Significant Tree(s) can be Removed.

(b) Tree Removal Permit Application. An application for a Tree Removal Permit associated with Development shall be filed with the Director in a form provided by the City with the nonrefundable application fee in an amount established by City Council resolution. The application shall contain the following information:

(1) The information set forth in Section 34.5(b);

(2) A written arborist report related to the application prepared by a Certified Arborist retained by the Applicant;

(3) A narrative of the Development project;

(4) A tree removal and replacement plan in accordance with Section 34. 7;

(5) A list of the names and addresses of property owners and occupants of properties located within a 100-foot radius of the subject property along with a corresponding radius map containing the addresses ("Radius List").

(6) Any additional information or documentation as the Director may require.

(c) Tree Removal Permit Review Criteria. The Director or Commission may recommend and the Planning Review Authority may approve, a Tree Removal Permit associated with Development if the Director, Commission or Planning Review Authority, whichever is applicable, determines that one of the following conditions is met:

(1) The Protected Tree(s) or Significant Tree(s) is so close to the proposed Development that construction would result in the death of the Protected Tree(s) or Significant Tree(s) and there is no financially feasible design alternative that would permit preservation of the Protected Tree(s) or Significant Tree(s).

(2) The existing location of the Protected Tree(s) or Significant Tree(s) precludes the Development from being constructed such that the Protected Tree(s) or Significant Tree(s) are within the building footprint.

(3) Retention of one or more Protected Trees or Significant Trees would result in reduction of the otherwise permissible buildable area of the property by more than ten percent, and there is no financially feasible design alternative that would allow for preservation of the Protected Tree(s) or Significant Tree(s).

(4) Taking into account the size, shape, topography of the property and the existing Protected Trees or Significant Trees on such property, the denial of the Tree Removal Permit would create an unreasonable hardship or a significant undue impairment of the use and enjoyment of the property.

(d) Tree Removal Permit Application Review and Recommendation. The City Arborist shall evaluate each application for a Tree Removal Permit considering the criteria set forth in Section 34.6(c) and shall provide a recommendation for approval or denial and the reasons therefor to the Director. The Director shall evaluate such application along with the recommendation from

the City Arborist, and after considering the criteria set forth in Section 34.6(c), the Director shall provide a recommendation to the Planning Review Authority to approve or deny the Tree Removal Permit. The Director may include reasonable conditions related to the Removal of the Protected Tree or Significant Tree. The Director's recommendation is advisory to the Planning Review Authority's decision on the Tree Removal Permit associated with the Development.

(1) Denial Recommendation. If an application for a Tree Removal Permit is recommended for denial, the Director shall notify the applicant in writing within 10 business days of the date of decision. The written notification shall set forth the reasons for the Director's recommendation to deny the Tree Removal Permit. The Director shall also provide the Planning Review Authority with its recommendation to deny the Tree Removal Permit.

(2) Approval Recommendation. If an application for a Tree Removal Permit is recommended for approval, within five business days of such recommendation, the Director shall mail a notice to property owners and occupants on the Radius List. The notice shall state that the property owners and occupants on the Radius List shall have 15 calendar days from the date of mailing to comment on the application and the Director's recommendation to approve the Tree Removal Permit ("Comment Period"). All comments shall be made in writing and submitted to the Director. Upon the completion of the Comment Period, the Director shall provide its recommendation on the application for the Tree Removal Permit and the comments, if any, to the Planning Review Authority.

The Director has discretion to waive the mailing of the Comment Period notices, if a notice associated with the Development is being sent by the Planning Review Authority and such notice specifically identifies the Removal of Protected Trees or Significant Trees as described in the application submitted by the applicant. In such case, the Director shall provide only its recommendation for approval or denial and the reasons therefor to the Planning Review Authority.

(3) Tree Removal Permit Review Referred to Commission. The Director has discretion to refer its review of each application for a Tree Removal Permit associated with Development to the Commission at any time during the application process. In such case, the Commission shall provide the Planning Review Authority with its recommendation in lieu of the Director following the process set forth in this Section 34.6. The Commission may include reasonable conditions related to the Removal of the Protected Tree or Significant Tree. The Commission's recommendation shall be advisory to the Planning Review Authority's decision on the Tree Removal Permit associated with the Development.

(e) Decision by Planning Review Authority. In conjunction with the decision on the Development, the Planning Review Authority shall either approve or deny the Tree Removal Permit application considering the criteria set forth in

Section 34.6(c) and the recommendation of the Director or the Commission as applicable, in conjunction with the Planning Review Authority's decision on the Development.

(f) Appeal - Planning Review Authority's Decision. An applicant or other appellant, as applicable, may appeal the Planning Review Authority's decision pursuant to the appeal process set forth in the zoning code.

(g) Conditions if Approved. The approval of a Tree Removal Permit associated with Development is conditioned upon the applicant receiving their building permit for the Development, payment of all fees associated with the Removal as established by City Council resolution, and payment of the deposit for the required replacement trees, in an amount sufficient to cover the cost of all required replacement trees, as determined by the City Arborist. Upon the satisfaction of such conditions, the Public Works Department shall issue the Tree Removal Permit.

(h) Expiration of Permit. A Tree Removal Permit associated with Development is valid until the date when the last and final inspection on the Development occurs. All replacement trees shall be planted prior to the expiration of the permit.

(j) Inspection of Removal. When the Removal work designated in the Tree Removal Permit is completed, the applicant shall contact the Public Works Department for an inspection of the Removal. Any Protected Tree or Significant Tree Removed will require complete Removal and grinding of the stump and backfilling of the hole.

34.7 Tree Removal Permit Replacement Tree Requirements.

(a) Replacement Trees. The planting of replacement trees is required when a Tree Removal Permit is granted for the Removal of Protected Trees, Significant Trees, Restricted Trees or Restricted Trees in a Fire Hazard Severity Zone, as applicable.

(b) General Requirements for all Replacement Trees.

(1) The replacement tree shall be the same species as the Removed Tree if the Removed Tree was a Protected Tree. For Removed Significant Trees, Restricted Trees or Restricted Trees in a Fire Hazard Severity Zone (collectively both referred to in this paragraph as "Restricted Trees") the replacement tree shall selected from the City's Protected Tree species list or from the City's Approved Replacement Tree List. If the applicant desires to plant a replacement tree(s) that is not included in either list, the request may be considered by the Director, in the Director's discretion. Restricted Trees or fruit trees of any kind cannot be used as a replacement tree.

(2) The applicant shall select a tree species to ensure diversity and site suitability and avoid monocultures. Required replacement trees shall be minimum 24 inch box trees.

(3) Replacement trees shall be planted in accordance with the ANSI A300 Tree Care Standards and accompanying ISA best management practices companion for tree planting so as to encourage vigorous and healthy growth. Before planting, the replacement tree's growth and spacing characteristics shall be considered to minimize conflicts with, for example, structures, other trees, utilities and the public right of way. The planting of the replacement trees on the applicant's property shall occur during the seasonally optimal periods identified by ISA standards or as otherwise directed by the City Arborist.

(4) If the Tree Removal Permit allows for the transplanting of a Removed Protected Tree or Significant Tree, the Protected Tree or Significant Tree shall be replanted in accordance with the ANSI A300 Tree Care Standards for relocating/transplanting trees.

(5) All replacement trees shall be planted on the property from where the Protected Tree, Significant Tree or Restricted Tree was Removed. The Director may authorize a request to plant the replacement tree offsite in accordance with the provisions set forth in the Administrative Regulations, however, no more than 50% of the required replacement trees may be planted off-site.

(6) When the replacement tree(s) is planted, the applicant shall contact the Public Works Department for an inspection of the work. The City will refund the applicant its deposit for each replacement tree planted. If the applicant has not planted the replacement tree prior to the expiration of the Tree Removal Permit, the applicant forfeits its deposit to the City. The City shall place the forfeited deposit in a separate City fund to be used for the planting of trees or other tree related uses at the discretion of the City.

(7) If the replacement tree does not survive for a period of two years, the applicant or current owner or lessee of the property where the replacement tree is located, shall be required to replace it with another replacement tree or pay the City the full cost of replacing the tree at a location to be determined by the City.

(8) As an alternative to subparagraph (5) above, the Director, Commission or Planning Review Authority, as applicable, may, in their discretion require the applicant to post a bond or surety for a five-year period against the survival of the replacement tree(s). The amount of the bond or surety shall be in accordance with the "Guide for Plant Appraisal" (ISA publication, most recent edition).

(c) Number of Replacement Trees.

(1) The replacement tree requirement for Tree Removals not associated with Development is one tree for each Protected Tree, Significant Tree, Restricted Tree or Restricted Tree in a Fire Hazard Severity Zone Removed.

(2) The replacement tree requirements for Tree Removal Permits associated with Development is as follows:

(a) Two replacement trees shall be required for each DBH of 16-inch increment of the existing Protected Tree or Significant Tree proposed for Removal. For example:

(i) Two Protected Tree species trees shall be required for each Protected Tree or Significant Tree Removed with a DBH of 0-16 inches.

(ii) Four Protected Tree species trees shall be required for each Protected Tree or Significant Tree Removed with a DBH of more than 16 inches and less than or equal to 32” inches.

(iii) Six Protected Tree species trees shall be required for each Protected Tree or Significant Tree Removed with a DBH more than 32” inches.

(d) Tree Removal and Replacement Plan. A tree removal and replacement plan (“Replacement Plan”) is required in conjunction with an application for a Tree Removal Permit associated with Development. The Replacement Plan shall comply with the provisions set forth in the Administrative Regulations.

34.8 Emergency Trimming of Protected Trees.

(a) In the event of an Emergency that occurs during regular City business hours, a Protected Tree may be Trimmed without a Tree Trimming Permit upon written notification to the Director. Within five (5) business days of the Trimming, documentation supporting the Emergency including photographs, shall be submitted to the Director for review.

(b) If the Emergency occurs outside of regular City business hours or when City Hall is otherwise closed or it was not practicable to notify the Director as required above, a Protected Tree may be Trimmed without a Tree Trimming Permit provided that within five (5) business days of the Trimming, written notification and documentation supporting the Emergency including photographs, is submitted to the Director for review.

34.9 Exemptions.

(a) No Tree Trimming Permit or Tree Removal Permit is required for the Trimming or Removal of a Protected Tree or Significant Tree, as applicable, damaged by storm, fire, or other natural disaster which has been determined by the Director, police chief, fire chief, or code enforcement officer to be dangerous to life or property.

(b) No Tree Trimming Permit or Tree Removal Permit is required when the fire department has deemed the Trimming or Removal of any Tree(s) including Protected Trees or Significant Trees, critical to providing an effective firebreak.

(c) If not otherwise provided for under state law or regulation of the California Public Utilities Commission, no Tree Trimming Permit or Tree Removal Permit is required when a public utility company is required to Trim or Remove a Protected Tree(s) or Significant Tree(s) on private property as may be necessary to comply with their safety regulations or to maintain the safe operation of their facilities.

(d) The City are exempt from the provisions of this chapter. Notwithstanding, prior to the City's removal of a Protected Tree or Significant Tree, the Public Works Department shall obtain a report from a Certified Arborist affirming the Director's decision to remove the Protected Tree or Significant Tree.

34.10 Obstruction.

(a) It is unlawful for any Person owning, leasing, occupying, having charge or control of any lot or premises in the City to keep or maintain thereon any tree, shrub or plant, or portion thereof, that interferes with or obstructs the free passage of pedestrians along or upon adjacent public sidewalks or of vehicles along or upon adjacent public rights-of-way or interferes with any public utilities. Such interference or obstruction described herein is declared to be a public nuisance.

(b) Every fence, sign, wall, hedge, tree, shrub or planting located within 75 feet of the point of intersection of the centerlines of streets or within 75 feet of the point of intersection of the centerline of a street and a railroad right-of-way that is more than 36 inches in height measured from the nearest adjacent public street level, or that, in the opinion of the Director, constitutes an obstruction to the clear view of motorists on the streets is declared to be a public nuisance; provided, however, that nothing in this section shall be deemed to apply to a wall, building or structure that has been or that may be constructed under a permit issued by the building department of the City.

(c) A violation of this section does not exempt a property owner from having to otherwise comply with the permit requirements of this chapter.

34.11 Violations.

(a) It is unlawful for any Person to violate any provision or fail to comply with any of the requirements of this chapter.

(b) It is unlawful for any Person to harm by any means, Damage or cause to be Damaged any Protected Tree or Significant Tree located within the City, or fail to comply with the Standards of Care described in Section 34.1(cc) for any Tree located on their property or in an adjacent parkway.

(c) It is unlawful for any Person to Remove or transplant any Protected Tree or Significant Tree from any property within the City unless a Tree Removal Permit is first obtained from the City.

(d) It is unlawful for any Person to trim the live foliage, limbs or branches of a Protected Tree located within the City without first obtaining a Tree Trimming Permit from the City.

(e) It is unlawful for any Person to remove any Tree from the public right-of-way without first obtaining the express approval of the Director and subject to any regulations adopted pursuant to Section 34.16.

34.12 Penalties.

Any Person violating any of the provisions of this chapter is guilty of a misdemeanor, except, at the discretion of the City Prosecutor, the violation may be reduced to an infraction. Persons violating any of the provisions of this chapter shall be subject to the following:

(a) Penalties for any Person who unintentionally violates the provisions of this chapter shall be as follows:

(1) The standard inspection fee; and

(2) Double the required Tree Removal Permit or Tree Trimming Permit fee; and

(3) Planting double the number of replacement trees required pursuant to Section 34.7 of this Code

(b) Penalties for an Intentional Violation of this chapter not associated with development shall be as follows:

(1) The penalties described in subsection (a) of this section; and

(2) The payment of a tree replacement fee in an amount up to, but not to exceed double, the value of the destroyed, Removed, or damaged tree. The City Arborist shall determine the value of the destroyed, Removed, or damaged tree by using the most recent edition of the ISA Guide for Plant Appraisal.

(c) Penalties for an Intentional Violation associated with Development or anticipated future Development on the property shall be the penalties described in subsections (a) and (b) of this section and, in addition, the City Manager may, in his or her discretion, refer the violation to the City Prosecutor for criminal charges or to the Planning Commission for a public hearing. The burden of proof shall be on the City to demonstrate that there is clear and convincing evidence to a reasonable certainty that there is an Intentional Violation. The Planning Commission, after considering all of the evidence, may impose the additional penalty of prohibiting the issuance of building or construction-related permits for a period up to five years from the date of the violation for the property upon which the violation occurred.

In determining whether a building permit may be issued with regard to the aforementioned prohibition, the Planning Commission shall consider whether the violation appears to be in furtherance of a Development, as evidenced in the extent of damage to the Protected Tree(s) or Significant Tree(s), Removal, damage to the root system, and/or excessive Trimming of Protected Trees or Significant Trees within the buildable area of a property; oral or written admissions; actions taken despite prior warnings; notices of violations; and the number and size of the damaged and/or Removed Protected Trees or Significant Trees.

Intentional Violations in the context of Development or anticipated Development of property shall require the Planning Commission to determine whether restitution trees are to be planted on the property on which the violation occurred or on public land with costs paid to the City for tree selection, planting and maintenance, or a combination of both. The restitution trees shall be subject to either of the survival guarantees described in Administrative Regulations.

For purposes of this section, the violation shall be presumed to have occurred on the date the City has actual knowledge of the violation, and the violator shall have the burden of proving an earlier commencement date, if entitlement to an earlier date is claimed.

Notwithstanding the aforementioned prohibition, building or construction-related permits may be issued if, in the opinion of the Director of Community Development, they are necessary for the preservation of public health, safety or welfare.

(d) Payment of any penalty and planting of replacement trees shall occur within 60 calendar days of the date the violator was directed to take such action

by the Director. If the violator does not complete planting of replacement trees within the allotted time, the Director may procure and plant the requisite replacement trees, and the violator shall be responsible for reimbursing the City for such additional costs. Reimbursement is due and payable within 30 calendar days of the City's issuance of a billing statement.

If payment of the penalty or reimbursement costs is not received by the City in 60 calendar days, the City Manager can instruct that the outstanding obligation be collected in any of the following manners: (1) a civil action in the name of the City, in any court of competent jurisdiction; or (2) use of a debt collection agency; or (3) a lien on the subject property.

(e) All penalties and additional costs related to a tree violation must be paid to the City prior to its issuance of building or construction-related permits unless, in the opinion of the Director of Community Development, such permits are necessary for the preservation of public health, safety or welfare.

34.13 Administrative Regulations.

To implement and enforce this chapter, the City Manager or his designee may adopt administrative procedures, regulations and guidelines consistent with the provisions of this chapter. These administrative procedures, regulations and guidelines shall have the force and effect of law and may be relied upon by the parties to determine their rights and responsibilities under this chapter. Such administrative procedures, regulations and guidelines shall be posted at City Hall or on the City's website or made available by the City when so adopted."

34.14 Conflict with Laws.

The City shall interpret and apply the provisions of this Chapter in a manner not to be in conflict with state or federal law.**"**

SECTION 2. Permits Applications and Issued Permits Prior to Ordinance Adoption. Permit applications for Tree Trimming Permits and Tree Removal Permits that have been submitted to the Public Works Department prior to the date this Ordinance becomes effective and where the permit has not yet been issued, shall be subject to this Ordinance. In such case, the Director will process the application under the provisions of this Ordinance. Tree Trimming Permits and Tree Removal Permits that have been approved and issued by the Public Works Department on the date this Ordinance becomes effective shall continue to comply with the provisions of Chapter 34 as it exists on September 17, 2025.

SECTION 3. Tree Removal Permits Not Associated With Development Issued on or After January 1, 2025. For any Tree Removal Permit not associated

with Development that was issued on or after January 1, 2025, the City Manager has discretion to return any tree replacement deposits currently being held by the City except that an amount shall be retained to ensure the planting of one replacement tree.

SECTION 4. 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 5. Effective Date. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published in the manner prescribed by law, and this Ordinance shall become effective 30 days following its adoption.

PASSED, APPROVED AND ADOPTED ON this 17th day of December 2025.

Janet Braun, Mayor

ATTEST:

Mark Perez, Acting Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

CITY CLERK'S DIVISION

CERTIFICATION OF ORDINANCE

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

I, Mark Perez, Acting Chief City Clerk of the City of South Pasadena, do hereby certify that Ordinance No. 2409 was duly and regularly approved and adopted at a Regular meeting of the City Council on this 17th day of December 2025, 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, Acting Chief City Clerk

CITY OF SOUTH PASADENA

RESTRICTED TREES IN VERY HIGH FIRE HAZARD SEVERITY ZONES OR HIGH FIRE HAZARD SEVERITY ZONES

The following tree or tree species (common name) are prohibited from being planted in a Very High Fire Hazard Severity Zone or a High Fire Hazard Severity Zone.

Trees Listed in the Restricted Tree List

Arborvitae

Blue gum

Date palm

Filibuster hybrid fan palm

Guadalupe palm

Juniper (all species)

King palm

Lemon-scented gum

Leyland cypress

Pindo palm

Senegal palm

Spruce

Windmill palm

Yew

Italian Cypress

Canary Island Pine

Acacia (Blackwood, Silver Wattle)

Tree of Heaven

CITY OF SOUTH PASADENA

RESTRICTED TREES

The following tree or tree species (common name) are prohibited from being planted on private or public property located in the City of South Pasadena.

Tree of heaven

Italian Alder

White Alder

King Palm

River Birch

European white Birch

Naked coral tree

cockspur coral tree

natal coral tree

Eucalyptus blue gum

Eucalyptus river red gum \American sweetgum

Rotundiloba sweetgum

Southern magnolia

Russet southern magnolia

Canary island date palm

Victorian box

Purple-leaf plum

Aristocrat callery pear

Bradford pear

Evergreen pear

Black locust

Brazilian petter

Coast redwood

Giant sequoia

Queen palm

Chinese tallowtree

Mexican fan palm

California fan palm

Fan palm

Los Angeles County Recommended Tree Species List

Botanical Name	Common Name	Climate Areas 1-Coast 2-LA Basin 3- SM Mtns 4-Foothills 5-Desert 6-Mtns	Foliage Type: Deciduous (D) Evergreen (E) Semi-Deciduous (SD)	Height at Maturity (feet)	Spread at Maturity (feet)	Min and Max spacing (feet)	Native tree to LA County (Yes/No)	Recommended Street Tree (Yes/No)	SelecTree Water Use Rating:
Acacia aneura	mulga	2, 4	E	20	20	4	No	Yes	Very Low
Acacia stenophylla	shoestring acacia	2, 4	E	30	20	4 to 7	No	Yes	Very Low
Afrocarpus falcatus	African fern pine	1, 2, 4	E	50 to 65	10 to 20	>7	No	Yes	Medium
Agonis flexuosa	peppermint willow	1, 2, 4	E	20 to 40	20 to 40	5 to 6	No	Yes	Low
Angophora costata	Sydney red gum	1, 2, 4	E	50	40	>10	No	Yes	Low
Arbutus 'marina'	marina madrone	1, 2, 4	E	40 to 50	40	3 to 5	No	Yes	Medium
Arbutus unedo	strawberry madrone	1, 2, 4, 5	E.	35	35	4 to 7	No	Yes	Medium
Bauhinia x blakeana	Hong Kong orchid tree	1, 2, 4	SD	20	20	5 to 6	No	Yes	Medium
Bauhinia variegata (B. purpurea)	purple orchid tree	1, 2, 4	SD	20 to 35	20 to 35	5 to 6	No	Yes	Medium
Brachychiton populneus	bottle tree	1, 2, 4	E	50	30	>7	No	Yes	Medium
Caesalpinia cacalaco 'Smoothie'	thornless cascalote	5	E	15	11 to 15	3 to 5	No	Yes	Low
Callistemon citrinus	lemon bottlebrush	1, 2, 4	E	20 to 25	20	3 to 5	No	Yes	Low
Callistemon viminalis	weeping bottlebrush	1, 2, 4	E	25	15 to 20	3 to 5	No	Yes	Low
Cassia excelsa	crown of gold tree	1, 2, 4	E	25 to 30	25 to 30	5 to 6	No	Yes	Medium
Cassia leptophylla	gold medallion tree	1, 2, 4	SD	25	15 to 20	3 to 5	No	Yes	Medium
Casuarina cunninghamiana	river she-oak	1, 2, 4	E	70	30	>7	No	Yes	Low

Cedrus atlantica 'glauca'	blue atlas cedar	1, 2, 4	E	60	25 to 40	>7	No	Yes	Low
Cedrus deodara	deodar cedar	1, 2, 4	E	80	40	8 to 12	No	Yes	Medium
Cedrus libani	cedar of Lebanon	1, 2, 4	E	100	80 to 100	>7	No	Yes	Medium
Ceiba speciosa	floss silk tree	1, 2, 4	SD	60	40 to 50	>7	No	Yes	Low
Celtis australis	European hackberry	2, 4, 5	D	70	40 to 50	>7	No	Yes	Medium
Celtis reticulata	western hackberry	4, 5	D	40	25 to 30	4 to 7	No	Yes	Low
Cercidum floridum / Parkinsonia florida	blue palo verde	2, 3, 4, 5	D	35	40	3 to 5	No	Yes	Very Low
Cercis canadensis	eastern redbud	1, 2, 4	D	25	25	5 to 10	No	Yes	Medium
Cercis occidentalis	western redbud	1, 2, 3, 4, 6	D	25	20	4	Yes	Yes	Medium
Cercis reniformis 'Oklahoma'	Oklahoma redbud	1, 2, 4, 5, 6	D	15	15	2 to 4	No	Yes	Medium
Chilopsis linearis	desert willow	1, 2, 3, 4, 5, 6	D	30	20	2 to 4	Yes	Yes	Very Low
Chitalpa tashkentensis	chitalpa	1, 2, 4, 5	D	35	30	7	No	Yes	Low
Cordia boissieri	Texas olive	1, 2, 4, 5	E	30	10 to 15	2 to 4	No	Yes	Low
Corymbia citriodora	lemon scented gum	1, 2, 4, 5	E	80	50 to 100	>7	No	Yes	Low
Corymbia ficifolia	red flowering gum	1, 2, 4, 5	E	35	30	5 to 10	No	Yes	Low
Corymbia papuana	ghost gum	1, 2, 4, 5	E	50	20 to 35	4 to 7	No	Yes	Very Low
Cotinus coggygria 'purpureus'	smoke tree	1, 2, 4, 5	D	25	10 to 12	3 to 5	No	Yes	Low
Dalbergia sissoo	Indian rosewood	2, 4, 5	D	60	30 to 40	7	No	Yes	Very Low
Ebenopsis ebano	Texas ebony	5	E	40	30 to 40	2 to 4	No	Yes	Very Low
Eriobotrya deflexa	bronze loquat	1, 2, 4, 5	E	25	25	3 to 5	No	Yes	Medium
Ficus rubiginosa	rustyleaf fig	1, 2, 4	E	50	35 to 60	>7	No	No	Medium
Fraxinus 'fan-west'	fan west ash	5, 6	D	50	40 to 45	7 to 8	No	Yes	Medium
Fraxinus velutina 'modesto'	modesto ash	1, 2, 3, 4	D	50	30 to 40	3 to 6	Yes	Yes	Medium

Fraxinus uhdei	evergreen ash	1, 2, 4	SD	80	60	>7	No	Yes	Medium
Geijera parviflora	Australian willow	1, 2, 4, 5	E	45	20	4 to 7	No	Yes	Medium
Ginkgo biloba	autumn gold maidenhair tree	1, 2, 4	D	70	25	5 to 6	No	Yes	Medium
Hakea laurina	sea urchin	1, 2, 4	E	15	9 to 20	2 to 4	No	Yes	Low
Handroanthus chrysotrichus	golden trumpet tree	1, 2, 4	D	25	25	3 to 5	No	Yes	Medium
Handroanthus heptaphyllus	pink trumpet tree	1, 2, 4	D	30	25	4 to 7	No	Yes	Medium
Hesperocyparis arizonica	Arizona cypress	2, 4, 5	E.	40	20	4 to 7	No	No	Low
Hesperocyparis forbesii	tecate cypress	2, 3, 4, 5	E	25	20	6	Yes	No	Low
Heteromeles arbutifolia	toyon	1, 2, 3, 4	E	25	15	4 to 7	Yes	No	Low
Hymenosporum flavum	sweetshade	2, 4	E	50	15 to 20	4 to 7	No	Yes	Medium
Jacaranda mimosifolia	jacaranda	1, 2, 4	D	50	25 to 40	5 to 10	No	Yes	Medium
Koelreuteria bipinnata	Chinese flame tree	1, 2, 4, 5	D	35	35	5 to 10	No	Yes	Medium
Koelreuteria elegans	flamegold	1, 2, 4	E	15	9 to 20	2 to 4	No	Yes	Medium
Koelreuteria paniculata	goldenrain tree	1, 2, 4, 5	D	40	40	4 to 7	No	Yes	Medium
Lagerstroemia indica	crape myrtle	2, 4	D	25	20	5 to 6	No	Yes	Low
Lagunaria patersonii	primrose tree	1, 2, 4	E	50	20	4 to 7	No	Yes	Medium
Laurus nobilis	sweet bay	1, 2, 3, 4, 6	E	35	20	5 to 10	Yes	Yes	Medium
Lophostemon confertus	brisbane box	1, 2, 4	E	50	30	5 to 10	No	Yes	Medium
Lyonothamnus f. asplenifolius	catalina ironwood	1	E	40	20	4 to 7	Yes*	No	Low
Melaleuca linariifolia	flaxleaf paperbark	1, 2, 4	E	30	25	4 to 7	No	Yes	Low
Melaleuca quinquenervia	paperbark	1, 2, 4	E	35	20	5 to 6	No	Yes	Low
Metrosideros excelsa	New Zealand christmas tree	1	E	35	35	5 to 10	No	Yes	Low
Olea europaea	fruitless olive	1, 2, 4, 5	E	35	25 to 30	7 to 8	No	Yes	Low

Olneya tesota	desert ironwood	2, 4, 5	E	30	15 to 30	4 to 7	No	Yes	Low
Parkinsonia x Desert Museum	desert museum palo verde	2, 4, 5	D	20	25	4	No	Yes	Very Low
Parkinsonia aculeata	Mexican palo verde	1, 2, 4, 5	D	25	20	3 to 5	No	Yes	Very Low
Pinus canariensis	canary island pine	1, 2, 4	E	80	35	8 to 12	No	Yes	Medium
Pinus eldarica	mondell pine	1, 2, 4	E	80	25	7 to 8	No	Yes	Low
Pinus halepensis	aleppo pine	1, 2, 4, 5	E	65	60 to 80	8 to 12	No	Yes	Medium
Pinus torreyana	torrey pine	1, 2, 4	E	50	20 to 25	>7	No	Yes	Low
Pistacia chinensis	Chinese pistache	1, 2, 4, 5	D	40	35	4 to 7	No	Yes	Low
Pistacia x Red Push	red push pistache	1, 2, 4, 5	D	40	40	7	No	Yes	Medium
Platanus x hispanica	London planetree	1, 2, 4	D	80	70	>7	No	No	Medium
Platanus racemosa	California sycamore	1, 2, 3, 4	D	80	50	>7	Yes	No	High
Prosopis glandulosa	honey mesquite	1, 2, 3, 4, 5	D	35	35	4 to 7	Yes	Yes	Very Low
Prunus ilicifolia ssp. Lyonii	Catalina cherry	1, 2, 3, 4, 6	E	40	20 to 30	4 to 7	Yes	No	Low
Quercus agrifolia	coast live oak	1, 2, 3, 4, 6	E	65'	20 to 70	8 to 12	Yes	Yes	Low
Quercus engelmannii	englemann oak	1, 2, 3, 4	SD	50 to 60	25	5 to 6	Yes	Yes	Low
Quercus ilex	holly oak	1, 2, 4, 5	E	40 to 50	40 to 50	5 to 6	No	Yes	Medium
Quercus lobata	valley oak	1, 2, 3, 4, 6	D	70	50	8 to 12	Yes	Yes	Medium
Quercus suber	cork oak	1, 2, 4, 5	E	70 to 100	70	7 to 8	No	Yes	Low
Quercus tomentella	island oak	1, 3	E	50	25 to 40	>7	Yes*	Yes	Low
Quercus virginiana	southern live oak	1, 2, 4, 5	E	60	60 to 120	7 to 8	No	Yes	Medium
Searsia lancea	African sumac	1, 2, 4, 5	E	25	25	5 to 10	No	Yes	Very Low
Spathodea campanulata	African tulip tree	1, 2, 4	SD	50	30	5 to 6	No	Yes	Medium
Stenocarpus sinuatus	firewheel tree	1, 2, 4	E	35	5 to 10	2	No	Yes	Medium
Tipuana tipu	tipu tree	1, 2, 4	D	50	25 to 50	8 to 12	No	Yes	Medium

Tristaniopsis laurina	water gum	1, 2, 4	E	40	30	3 to 5	No	Yes	Medium
Ulmus parvifolia	Chinese elm	1, 2, 4, 5	SD	60	50 to 70	>7	No	Yes	Medium
Umbellularia californica	California bay laurel	1, 2, 3, 4	E	80	60 to 75	>7	Yes	No	High
Vachellia farnesiana	sweet acacia	1, 2, 4	SD	25	15 to 25	4 to 7	No	Yes	Very Low
Zelkova serrata 'village green'	sawleaf zelkova	2, 4, 5	D	60	40 to 60	7 to 8	No	Yes	Medium