OFFICE OF THE CITY MANAGER

March 8, 2018

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Homeless Systems Fellowship Opportunity:

The City of Pasadena Housing & Career Services Department applied for, and is one of five public agencies competitively selected, to host a Homeless Systems Fellow for a one-year paid fellowship program from the Home For Good Funders Collaborative, a group of public and private funders led by United Way of Greater Los Angeles. Host agencies were selected based on their track record of effectively addressing homelessness and their ability to offer a high quality comprehensive learning opportunity for the fellows.

According to William Huang, Director of Housing & Career Services, the selected fellow will work full-time in the Housing & Career Services Department on projects related to combating homelessness. Hosting a fellow will allow the department to further its work on homeless issues. Additionally, the Homeless Systems Fellow program is designed to build capacity and develop interest and expertise among recent college graduates in homeless services across the Los Angeles area. There is a greater need than ever for a workforce with experience in homeless services, programs and planning, due to the huge and rapid increase in regional homeless funding including Measure H and the City of Los Angeles's Proposition HHH. The inability to find and hire experienced staff is a major bottleneck in effectively deploying the new funding resources.

The Homeless Systems Fellowship offers a one-year paid position funded entirely by the United Way. Eligible applicants will have recently received a Master's Degree. Attached is the position description flyer and, includes information on how to apply. The application deadline is April 1, 2018, but applications are currently being accepted and interviews will be held on a rolling basis.

2. Jump into Summer Fair:

Join us from 10:00 a.m. to 1:00 p.m., Saturday, March 10, at Central Park, 275 S. Raymond Ave., to learn what fun, free and low-cost options are available for children, teens and families this summer provided by the City of Pasadena.

Among the many summer offerings are anime, art classes, book discussions, camps, computer labs & classes, concerts, crafts, creative writing, dance, discovery days, game days, health and fitness classes, martial arts, movie nights, music, Parks After Dark, recreational swim, sports, STEAM Programs, story times, Summer Reading Program, swimming lessons and wellness programs. Programs run June through August. Some programs may require either resident or non-resident fees.

Summer Fair is presented by the City of Pasadena, including the Fire, Human Services & Recreation, Public Library, Police, Public Health and Water & Power departments. Additional information can be found on the attached flyer or you can visit www.pasadenapubliclibrary.net or www.cityofpasadena.net/humanservices.

3. Legal Advertisements and Public Notices:

I have attached a memorandum from Latasha Reese, Assistant City Clerk, which provides this week's submission of upcoming legal advertisements and public notices set for publication. In addition, the webpage for posting public notices and advertisements has been updated with the attached information and can be accessed from the City's home webpage http://www.cityofpasadena.net/. If you require additional detailed information on these legal advertising and public notices, please contact Ms. Reese at (626) 744-7395.

Respectfully Submitted,

Julie A. Gutierrez
Assistant City Manager

/attachments

HOMELESSNESS POLICY FELLOWSHIP POSITION DESCRIPTION

We are looking for passionate leaders who want to create a better LA for all Angelenos through systems change and public sector service!

The Home For Good Funders Collaborative is excited to announce the launch of the **2018-2019 Homelessness Policy Fellowship!** This one-year, full-time fellowship program (July 2018 – June 2019) will place 5 recent graduates with advanced degrees in public agencies and offices working to prevent and end homelessness in LA County. Fellows will be embedded on current teams and engage directly in homeless systems projects related to policy and planning. The Homelessness Policy Fellowship is a truly unique opportunity for recent graduates to work with top public sector systems leaders and local public leadership while gaining firsthand experience tackling one of LA's most challenging and critical issues – homelessness.

For additional information on the Homeless Systems Fellowship, please visit:
homeforgoodla.org/grantseekers

WE'RE LOOKING FOR:

- 5 passionate, recently matriculated graduate students committed to ending and preventing homelessness in LA
- Advocates who know that there are real solutions to big challenges like homelessness
- Leaders that understand everyone (including YOU) has a unique role to play in ending homelessness

FELLOWSHIP PROGRAM BENEFITS:

- **Stipend:** Annual stipend of at least $60,000
- **Networking:** Exposure to a broad network of public agencies, homeless service providers and policy leaders in LA
- **Social Impact:** Opportunity to engage directly in policy and planning that will contribute to real systems change
- **Training:** Ongoing training and professional development opportunities with LA's most knowledgeable and experienced homeless advocates
- **Mentorship**: Guidance and on-the-job training provided by public sector leaders dedicated to ending homelessness

FELLOWSHIP SITES:

- City of Pasadena
- Los Angeles County Department of Mental Health
- Office of Los Angeles City Councilmember Marqueece Harris-Dawson
- Office of Los Angeles County Supervisor Mark Ridley-Thomas
- Office of Los Angeles County Supervisor Sheila Kuehl

MINIMUM QUALIFICATIONS:

- Recently matriculated from a graduate program (within past 2 years) OR will have matriculated by time fellowship starts in July 2018 (background in public policy and planning preferred)
- Able to pass a background check at a public agency or office
- Access to reliable transportation and ability to travel throughout LA County as needed

HOW TO APPLY

Go to **homeforgoodla.org/grantseekers** for information on how to apply! Application deadline is April 1.

Stay Active this SUMMER

Looking for things to do this summer? Join us and learn what fun, free and low-cost options are available from the City of Pasadena.

Jump into Summer Fair

Saturday, March 10 • 10 a.m. – 1 p.m.

Central Park • 275 S Raymond Ave. • Pasadena

Summer offerings:

Anime | Art Classes | Book Discussions | Camps | Computer Labs & Classes | Concerts | Lots of Crafts | Creative Writing | Dance | Discovery Days | Game Days | Health & Fitness Classes | Martial Arts | Movie Nights | Music | Parks After Dark | Recreational Swim | Sports | STEAM Programs | Storytimes | Summer Reading Program | Swimming Lessons | Wellness Programs

Enjoy class demos, interactive games and more!

- Programs run June through August.
- Resident and non-resident fees may apply.

For information on summer library activities visit www.pasadenapubliclibrary.net.
For more information and a full schedule of recreation activities, visit www.cityofpasadena.net/humanservices or call (626) 744-7500.

Presented by the City of Pasadena

PASADENA PUBLIC LIBRARY | PASADENA HUMAN SERVICES & RECREATION DEPARTMENT | PASADENA PUBLIC HEALTH DEPARTMENT | PASADENA FIRE DEPARTMENT | PASADENA POLICE DEPARTMENT | PASADENA Water&Power

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council

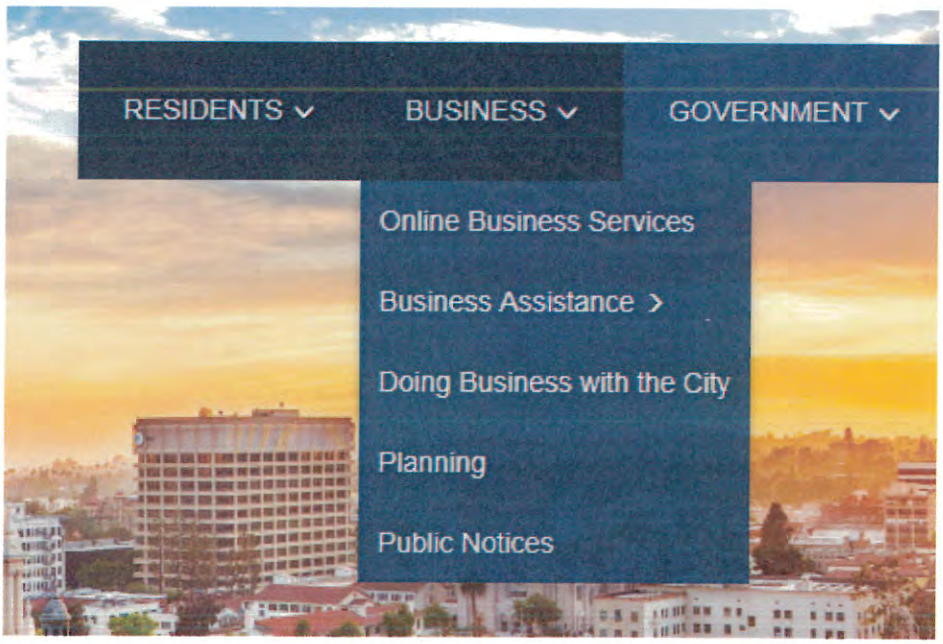
FROM: Latasha Reese, Assistant City Clerk

DATE: March 8, 2018

RE: Legal Advertisements and Public Notices

Attached, please find this week's submission of upcoming legal advertisements and public notices set for publication.

In addition, the webpage for posting public notices and advertisement has been updated with the attached information, and can be accessed from the City's home webpage: www.cityofpasadena.net (see illustration below)



Please let me know if you have any questions.

100 North Garfield Avenue, S228 · P.O. Box 7115 · Pasadena, CA 91109-7215
(626) 744-4124 · Fax (626) 744-3921

NOTICE OF ELECTION

NOTICE IS HEREBY GIVEN that a Special Municipal Election will be held in the City of Pasadena and the territory annexed thereto for Pasadena Unified School District purposes on Tuesday, June 5, 2018, for the following Charter Measure:

Shall the Pasadena City Charter be amended consistent with state law to: 1) change the Pasadena Unified School District's election dates to coincide with statewide general election dates, utilizing the plurality voting format, beginning with the November 2020 general election; 2) extend the current terms of Board Members by 19 months on a one-time basis in order to transition to the statewide election cycle; and 3) change the timing of the Board President's annual address to May?	**YES**	
	NO	

The polls will be open between the hours of 7:00 a.m. and 8:00 p.m.

MARK JOMSKY
City Clerk

OFFICE OF THE CITY CLERK

NOTICE TO VOTERS OF DATE AFTER WHICH NO ARGUMENTS FOR OR AGAINST CITY CHARTER MEASURE TO CHANGE THE TIMING AND FORMAT OF FUTURE PASADENA UNIFIED SCHOOL DISTRICT ELECTIONS TO OCCUR ON STATEWIDE GENERAL ELECTION DATES HELD IN EVEN YEARS MAY BE SUBMITTED TO THE PASADENA CITY CLERK

NOTICE IS HEREBY GIVEN that a Special Municipal Election is to be held in the City of Pasadena and the territory annexed thereto for Pasadena Unified School District purposes on Tuesday, June 5, 2018, at which there will be submitted to the voters the following measure:

> **Shall the Pasadena City Charter be amended consistent with state law to: 1) change the Pasadena Unified School District's election dates to coincide with statewide general election dates, utilizing the plurality voting format, beginning with the November 2020 general election; 2) extend the current terms of Board Members by 19 months on a one-time basis in order to transition to the statewide election cycle; and 3) change the timing of the Board President's annual address to May? Yes ____ No ____**

NOTICE IS FURTHER GIVEN that pursuant to Article 4, Chapter 3, Division 9 of the Elections Code of the State of California, the legislative body of the City, or any member or members thereof authorized by the body, or any individual voter or bona fide association of citizens, or any combination of voters and associations, may file a written argument, not to exceed 300 words in length, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, for or against the Charter measure.

NOTICE IS FURTHER GIVEN that, based upon the time reasonably necessary to prepare and print the arguments and sample ballots for the election, the City Clerk and the County Elections Office have fixed March 15, 2018, during normal City Clerk office hours, as posted, as the date after which no arguments for or against the Charter measure may be submitted to the City Clerk for printing and distribution to the voters as provided in Article 4. Arguments shall be submitted to the City Clerk, accompanied by the printed name(s) and signatures(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, at the City Clerk's Office, 100 North Garfield Avenue, Room S228, Pasadena, California 91109. Arguments may be changed or withdrawn during normal business hours (7:30 a.m. – 5:30 p.m.) until and including the date fixed by the City Clerk.

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NOTICE IS FURTHER GIVEN that the City Council has determined that rebuttal arguments, as submitted by the authors of the opposing direct arguments, may be filed with the City Clerk, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, not more than 10 days (March 26, 2018) after the final date for filing direct arguments.

NOTICE IS FURTHER GIVEN that any measure, impartial analysis or direct argument filed under the authority of the California Elections Code will be available for public examination in the City Clerk's Office for not less than 10 calendar days from the deadline for the filing of the arguments and impartial analysis. Any rebuttal arguments filed under the authority of the California Elections Code will be available for public examination in the City Clerk's Office for not less than 10 calendar days from the deadline for filing rebuttal arguments.

Mark Jomsky
City Clerk

OFFICE OF THE CITY CLERK

CITY OF PASADENA
NOTICE OF ELECTION

NOTICE IS HEREBY GIVEN that a Special Municipal Election will be held in the City of Pasadena on Tuesday, June 5, 2018, for the following two City ordinance measures:

Shall an ordinance be adopted to allow a limited number of commercial cannabis businesses to operate in Pasadena, subject to business, health and land use regulations, and to repeal the City of Pasadena's current ban on commercial cannabis businesses, provided that: (1) the ordinance shall not take effect unless voters approve a Cannabis Business Tax, and (2) the City Council retains authority to amend existing ordinances and adopt future ordinances regarding commercial cannabis business activities?	**YES**	
	NO	

Shall the City tax cannabis (marijuana) businesses at annual rates not to exceed $10.00 per canopy square foot for cultivation (adjustable for inflation), 6% of gross receipts for retail cannabis businesses, and 4% for all other cannabis businesses to fund unrestricted general revenue purposes such as police, fire, roads and recreation; which is expected to generate an estimated $1.4 to $2.1 million annually and will be levied until repealed by the voters or City Council?	**YES**	
	NO	

The polls will be open between the hours of 7:00 a.m. and 8:00 p.m.

MARK JOMSKY
City Clerk

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OFFICE OF THE CITY CLERK

NOTICE TO VOTERS OF DATE AFTER WHICH NO ARGUMENTS FOR OR AGAINST A CITY ORDINANCE MEASURE TO ALLOW A LIMITED NUMBER OF COMMERCIAL CANNABIS BUSINESSES TO OPERATE IN PASADENA, SUBJECT TO BUSINESS, HEALTH, AND LAND USE REGULATIONS, MAY BE SUBMITTED TO THE PASADENA CITY CLERK

NOTICE IS HEREBY GIVEN that a Special Municipal Election is to be held in the City of Pasadena on Tuesday, June 5, 2018, at which there will be submitted to the voters the following ordinance measure:

> **Shall an ordinance be adopted to allow a limited number of commercial cannabis businesses to operate in Pasadena, subject to business, health and land use regulations, and to repeal the City of Pasadena's current ban on commercial cannabis businesses, provided that: (1) the ordinance shall not take effect unless voters approve a Cannabis Business Tax, and (2) the City Council retains authority to amend existing ordinances and adopt future ordinances regarding commercial cannabis business activities?**
> **Yes ____ No ____**

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Mark Jomsky
City Clerk

OFFICE OF THE CITY CLERK

NOTICE TO VOTERS OF DATE AFTER WHICH NO ARGUMENTS FOR OR AGAINST A CITY ORDINANCE MEASURE TO IMPOSE A CANNABIS BUSINESS TAX, MAY BE SUBMITTED TO THE PASADENA CITY CLERK

NOTICE IS HEREBY GIVEN that a Special Municipal Election is to be held in the City of Pasadena on Tuesday, June 5, 2018, at which there will be submitted to the voters the following ordinance measure:

> **Shall the City tax cannabis (marijuana) businesses at annual rates not to exceed $10.00 per canopy square foot for cultivation (adjustable for inflation), 6% of gross receipts for retail cannabis businesses, and 4% for all other cannabis businesses to fund unrestricted general revenue purposes such as police, fire, roads and recreation; which is expected to generate an estimated $1.4 to $2.1 million annually and will be levied until repealed by the voters or City Council? Yes ____ No ____**

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Mark Jomsky
City Clerk

OFFICE OF THE CITY CLERK

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	NO	

The polls will be open between the hours of 7:00 a.m. and 8:00 p.m.

MARK JOMSKY
City Clerk

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Yes ____ No ____

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Mark Jomsky
City Clerk

NOTICE INVITING BIDS

FOR

FOUR (4) HONDA ST1300PAG POLICE PATROL MOTORCYCLES

Bids will be received electronically through Planet Bids (www.planetbids.com). A bid received after the time set for the bid opening shall not be considered. Bidders are required to submit (upload) all items listed in the BIDDER'S CHECKLIST including acknowledgement of all addendums. Bids will be received prior to **3:00p.m. March 13, 2018,** and will be opened online at that time. The bids shall be clearly titled:

FOUR (4) HONDA ST1300PAG POLICE PATROL MOTORCYCLES

Copies of the Specifications may be obtained by mail or in person from the Purchasing Division, 100 N. Garfield Ave., Room S-349, Pasadena, CA 91109, Telephone No. (626) 744-6755.

Refer to the Specifications for complete details and bidding requirements. The Specification and this Notice shall be considered a part of any contract made pursuant thereunder.

DATED: MARCH 8, 2018

PUBLISH: MARCH 8, 2018

Steve Mermell
City Manager

NOTICE INVITING BIDS

FURNISH LABOR AND MATERIALS FOR

OPERATIONS AND MAINTENANCE SERVICES OF CNG FUELING STATION

Three (3) copies of sealed bids will be received prior to **3:00PM March 28, 2018** by the City Clerk, 100 North Garfield Avenue, Rm S228, Pasadena, CA 91109, and will be opened at that time and place.

The bids shall be clearly titled: OPERATIONS AND MAINTENANCE SERVICES OF CNG FUELING STATION

The bids shall be clearly titled. Copies of the Specifications may be obtained by mail or in person from the Purchasing Division, 100 North Garfield Avenue, Rm 348, Pasadena, CA 91109, Telephone No. (626) 744-6755.

Refer to the specifications for complete details and bidding requirements. The Specification and this Notice shall be considered a part of any contract made pursuant thereunder.

A **mandatory pre-bid conference** will be held at which time each bidder will have the opportunity to clarify and ask questions regarding the Specifications. The pre-bid conference will be held at 345 W. Mountain Street, Pasadena CA 91103, BSFMD Conference Room at **10:00AM March 15, 2018**.

Bid security in the amount of five percent (5%) of the total bid price in the form of cash, a certified or cashier's check, money order, or surety bond must accompany the proposal.

Bidder must possess a current California State Licensing Board (CSLB) license, including at least either a Class A or a Class B general contractor's license, as well as a C-61 Specialty License with a sub-category D-40 Service Station Equipment and Maintenance license to bid on this specification.

Refer to the Specifications for complete details and bid requirements. The Specifications and this Notice shall be considered a part of any contract made pursuant thereto.

DATED: MARCH 8, 2018

STEVE MERMELL
CITY MANAGER

PUBLISH: MARCH 8, 2018