



**CITY OF SOUTH PASADENA  
CITY COUNCIL - REGULAR MEETING**

**MINUTES**

**WEDNESDAY, MAY 19, 2021 AT 7:00 PM**

**CALL TO ORDER**

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Mahmud on Wednesday, May 19, 2021, at 7:00 p.m. The meeting was held virtually, via Zoom, in accordance with Governor Newsom's Executive Order N-29-20. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**PRESENT**

Mayor	Diana Mahmud
Mayor Pro Tem	Michael Cacciotti
Councilmember	Jack Donovan
Councilmember	Jon Primuth
Councilmember	Evelyn G. Zneimer

Lucie Colombo, City Clerk, announced a quorum.

**CITY** Sean Joyce, Interim City Manager; Andrew Jared, Assistant City Attorney;

**STAFF** Lucie Colombo, City Clerk, were present at Roll Call. Other staff members

**PRESENT:** were and presented reports or responded to questions as indicated in the minutes.

**1. Closed Session Announcements**

**A. INITIATION OF LITIGATION**

CONFERENCE WITH LEGAL COUNSEL – Initiation of Litigation,  
Pursuant to Government Code Section 54956.9(d)(3)

Number of Potential Cases: 2

Assistant City Attorney Jared reported that Council met in Closed Session to receive a briefing on the item. He noted direction was provided to the City Attorney's Office, but no action was taken in closed session.

**B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

(Government Code Section 54956.9)

One Case: County of Los Angeles v. Sanitation Districts of Los Angeles  
County

Assistant City Attorney Jared reported that Council met in Closed Session to receive a briefing on the item. He noted no action was taken in closed session.

**2. Public Comment - General**

Mayor Mahmud announced public comments are intended to address matters not on the agenda for the meeting. Members of the public have the option of emailing or participating via Zoom (audio) to address the City Council, as listed on the agenda.

Mayor Mahmud announced that email comments were submitted and are added to the record as "Additional Docs".

City Clerk Colombo noted the following written and live public comments were received:

Written Public Comment:

• Madeline Offerman	• Michael Siegel
• Mayumi Fukushima	• Phung Huynh
• Shandor Garrison	• Laura Riley & Stanley Chen
• Barbara Eisenstein	• Caitlin Lainoff
• Stephanie Stein	• Bianca Richards

Live Public Comment:

• Victoria Patterson	• Alan Ehrlich
• Alexandra Ramirez	• Matthew Barbato
• Laboni Hoq	• Ella Hushagen
• Helen Tran	• Bill Kelly
• Ayaka Nakaji	• Betty Emirhanian
• John Srebalus	• Alexander Aquino
• Afshin Ketabi	• Fahren James

**PRESENTATIONS**

None

**COMMUNICATIONS**

**3. Councilmembers Communications**

Councilmember Donovan stated that the Little League has started to put out signs and discussed a recent Finance Commission meeting.

Councilmember Primuth discussed a recent Public Safety Commission meeting; an upcoming Neighborhood Watch meeting; and commented on a recent Mobility and Transportation Infrastructure Commission meeting.

## **MOTION**

Motion by Councilmember Primuth, second by Mayor Pro Tem Cacciotti, to amend the current contract to design rectangular beacons at the Meridian/Oak location.

Councilmember Zneimer discussed a recent Public Works Commission meeting; a recent arrest of thieves and commended the work of the South Pasadena Police Department.

Mayor Pro Tem Cacciotti shared a photos of the recent National Day of Prayer Breakfast; walk with his dogs; and recent Senior Commission meeting. He also asked staff to investigate a recent vandalized bench. He thanked the South Pasadena Police Department for putting together legislation to combat theft of catalytic converters.

Mayor Mahmud shared information on the Southern California Edison Critical Care Backup Battery Program and about caring for your home sewer lateral; discussed a recent Planning Commission meeting and a recent Design Review Board meeting; and thanked Interim City Manager Joyce for his service to the City of South Pasadena.

### **4. City Manager Communications**

Interim City Manager Joyce stated that the City was awarded a Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) and thanked the City Council for allowing him to serve the community.

### **5. Reordering of, Additions, or Deletions to the Agenda**

Interim City Manager Joyce requested that Item No. 12 be moved to a future City Council meeting.

<b>CONSENT CALENDAR</b>
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6. **Approval of Prepaid Warrants in the Amount of \$102,398.64; General City Warrants in the Amount of \$625,065.43; Transfers in the Amount of \$47,055.81**

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

7. **THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY.**

8. **Renew Annual Agreement with Digital Map Products, LP for GovClarity, Map-Based Location Information License and Application**

It is recommended that the City Council:

1. Appropriate \$25,100 from General Fund Reserves for map-based location data services in support of planning applications, to 101-7010-7011-8060; and
2. Approve the Agreement with Digital Map Products, LP in an amount not to exceed \$25,100 to renew the annual agreement for GovClarity, for the term of October 1, 2020, through September 30, 2021.

9. **THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY.**

10. **Appropriation of \$22,016 from the Arroyo Seco Golf Course Fund for New Range Equipment**

It is recommended that the City Council appropriate Arroyo Seco Golf Course Reserve Funds in the amount of \$22,016 from Account No. 295-8040-8043-8020-000 to purchase an E-Z-Go all-electric range ball picker (\$14,682) and a Range Servant for ball washer and soaker (\$7,334).

11. **Adoption of a Resolution Approving the Fiscal Year 2021-22 Engineer's Report Declaring the City's Intention to Provide for an Annual Levy and**

**Collection of Assessments and Setting a Date and Time for a Public Hearing for the FY 2021-22 Lighting and Landscaping Maintenance District**

It is recommended that the City Council:

1. Adopt Resolution No.... approving the Fiscal Year (FY) 2021-22 Engineer's Report declaring the City of South Pasadena's (City) intention to provide for an annual levy and collection of assessments; and
2. Schedule the Public Hearing for the FY 2021-22 Lighting and Landscaping Maintenance District (LLMD) for June 16, 2021, at 6:30 p.m. in the Council Chamber.

Councilmember Zneimer requested to pull Item No. 7 for separate discussion.

Mayor Pro Tem Cacciotti requested to pull Item No. 9 for separate discussion.

**COUNCIL ACTION AND MOTION**

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Consent Calendar Item 6, 8, 10, and 11, as presented.

Motion carried, 5-0.

**CONSENT CALENDAR - AGENDA ITEM(S) PULLED FOR SEPARATE DISCUSSION**

7. **Authorize the Interim City Manager to 1) Execute the First Amendment with Metro for the Cycle 3 Open Streets Grant Agreement; 2) Authorize Staff to Issue an RFP to Develop a Slow Streets Program; 3) Authorize Staff to Issue an RFP for a Traffic Study to Analyze Travel Lane Closure Options; and 4) Authorize Staff to Issue a RFP for the Design and Installation of Removable Bollards on Meridian Avenue Between Mission Street and El Centro Avenue**

It is recommended that the City Council:

1. Authorize the Interim City Manager to execute the first amendment with the Los Angeles County Metropolitan Transportation Authority (Metro) (MTA) for the Cycle 3 Open Streets grant agreement to repurpose the \$420,000 grant award to support pandemic recovery; and
2. Authorize staff to issue a Request for Proposals (RFP) to develop a Slow Streets Program; and
3. Authorize staff to issue an RFP to analyze the impacts of temporary closures of a travel lane in each direction on Mission Street, between Orange Grove Avenue and Fair Oaks Avenue, and Meridian Avenue, between Mission Street and El Centro Avenue; and
4. Authorize staff to issue an RFP to design and install removable bollards on Meridian Avenue, between Mission Street and El Centro Avenue.

Councilmember Zneimer provided a timeline on this item. She requested to delay approval of recommended actions 2 & 3 and requested that the City amend the existing contract with Active SGV to execute a Slow Streets Program and a Mission Street Program?;direct staff to coordinate with Active SGV and return a contract amendment to Council in June 2021.

Staff responded to Councilmember Zneimer's comments and noted that the current contract with Active SGV is expired.

The City Council had questions and discussions regarding the expired contract with Active SGV.

Mayor Mahmud opened the public comment period.

Addressing the Council was Wesley Reutimann.

With no other requests to speak, the public comment period was closed.

There was further discussion by the City Council and clarification that the Interim City Manager may enter into an agreement under his signing authority with Active SGV.

## **COUNCIL ACTION AND MOTION**

It was moved by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti, and approved by roll call vote to approve recommended actions #1, 2 & 4.

Motion carried, 5-0.

It was moved by Mayor Mahmud, second by Councilmember Primuth, and approved by roll call vote to approve recommended action #3.

Motion carried, 4-0-1. Councilmember Zneimer abstained.

9. **Request for Approval of a Co-Sponsorship and Fee Waiver of “Grad Night” hosted by the South Pasadena High School Parent –Teacher –Student Association**

It is recommended that the City Council approve the request from the South Pasadena High School Parent-Teacher-Student Association for co-sponsorship of the June 2 Grad Night 2021 and waive associated fees.

Mayor Pro Tem Cacciotti provided background on this item and asked clarifying questions about the timeline of the event. Staff responded to questions.

Mayor Mahmud opened the public comment period.

City Clerk Colombo noted the following public comments were received:

Written Public Comment:

- Tisa Poe
- Dean Serwin
- Laura Morales



- Chris Holmes
- Lolita Lopez
- Jill Olsen
- Jim Dowd

With no other requests to speak, the public comment period was closed.

### **COUNCIL ACTION AND MOTION**

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Agenda Item 9, as presented.

Motion carried, 5-0.

<b>PUBLIC HEARING</b>
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12. **First Reading and Introduction of an Ordinance to Amendment of Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code**

*THIS ITEM WAS MOVED TO A FUTURE CITY COUNCIL MEETING.*

13. **Project No. 2384-LHD - Approval of a City Historic Landmark Designation for property located at 1016 Orange Grove Avenue (Assessor's Parcel Number 5315-019-037)**

**Recommendation**

It is recommended that the City Council conduct a public hearing and adopt a Resolution taking the following actions:

1. Find that the property known as the "Orange Grove Schoolhouse" at 1016 Orange Grove Avenue qualifies under criterion (1) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and

2. Designate the property known as the "Orange Grove Schoolhouse" at 1016 Orange Grove Avenue as a Historic Landmark (Historic Landmark No. 57) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

A staff report was presented by Planning and Community Development Director Hankamer and staff.

Mayor Mahmud opened the public hearing.

City Clerk Colombo noted the following public comment was received:

Written Public Comment:

- Alysia and Christopher Painter

With no other requests to speak, the public hearing was closed.

The City Council discussed the item and expressed their support for the recommended actions.

### **COUNCIL ACTION AND MOTION**

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Agenda Item 13, as presented.

Motion carried, 5-0.

14. **Project No. 2338-LHD - Approval of a City Historic Landmark Designation for property located 807 Bank Street (Assessor's Parcel Number 5314-019-021)**

#### **Recommendation**

It is recommended that the City Council conduct a public hearing and adopt a Resolution taking the following actions:

1. Find that the property known as the “Mary E. Sowards House” at 807 Bank Street qualifies under criteria (1), (4), (6), and (7) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and
2. Designate the property known as the “Mary E. Sowards House” at 807 Bank Street as a Historic Landmark (Historic Landmark No. 56) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

A report was presented by Planning and Community Development Director Hankamer and staff.

Mayor Mahmud opened the public hearing.

City Clerk Colombo noted the following public comment was received:

Written Public Comment:

- Kenneth Breisch

With no other requests to speak, the public hearing was closed.

### **COUNCIL ACTION AND MOTION**

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Agenda Item 14, as presented.

Motion carried, 5-0.

<b>ACTION / DISCUSSION</b>
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None

**INFORMATION REPORTS**

Mayor Pro Tem Cacciotti expressed his appreciation for Interim City Manager Joyce and thanked him for his service to the City.

**ADJOURNMENT**

There being no further matters, Mayor Mahmud adjourned the Virtual Zoom meeting of the City Council at 9:04 PM, to the next Regular City Council meeting scheduled for Wednesday, June 2, 2021.

Respectfully submitted:



Lucie Colombo, CMC, CPMC  
City Clerk

**APPROVED:**



**DIANA MAHMUD**  
**MAYOR**

Attest:



Lucie Colombo, CMC, CPMC  
City Clerk

*Approved at City Council Meeting: 7/7/2021*