



**CITY OF SOUTH PASADENA
CITY COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 20, 2021, 7:00 PM**

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Mahmud on Wednesday, October 20, 2021, at 7:11 p.m. The meeting was held In Person Hybrid and via Zoom webinar, in accordance with AB 361 at the City Council Chambers, 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

Susan Caputo, Senior Management Analyst, announced a quorum.

CITY Arminé Chaparyan, City Manager; Andrew Jared, City Attorney; Susan
STAFF Caputo, Senior Management Analyst, and Christina Munoz, Acting
PRESENT: Deputy City Clerk, were present at Roll Call. Other staff members
presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Councilmember Donovan.

1. Closed Session Announcements

City Attorney Jared reported the City Council recessed to Closed Session at 6:00 p.m. with all members present and recessed from Closed Session at 7:03 p.m. to discuss the items listed on the posted agendas.

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

(Government Code Section 54956.9(d)(1))

1. Smith v. City of South Pasadena (LASC Case No.19BBCV00118)

City Attorney Jared reported that Council met in Closed Session to receive a briefing on the item stated, no final action was taken, nothing further to report.

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

(Government Code Section 54956.9(d)(1))

1. Arcadia, et al. v. Southern California Edison Co. (Santa Barbara Co. Sup. Ct. Case No. 20CV02026)

City Attorney Jared reported that the second Closed Session Special Meeting was held to receive a briefing on the item stated, direction was provided on the matter, no final action was taken, nothing further to report.

2. Public Comment - General

Mayor Mahmud announced public comments are intended to address matters not on the agenda for the meeting.

Christina Munoz, Acting Deputy City Clerk, announced that no written comment cards have been received and two live public comment cards as listed below.

Live Public Comment:

- Sally Kilby addressed the Council regarding the Tournament of Roses Parade and the raffle for raising funds.
- Drew Simon Rooke regarding traffic issues on Fremont Avenue

Mayor Pro Tem Cacciotti inquired to whom the check should be made out to and Mayor Mahmud requested the record reflect she gave Ms. Kilby her check prior to the start of the meeting.

COMMUNICATIONS**3. Councilmembers Communications**

Councilmember Primuth commented regarding the Public Safety Commission meeting discussing a proposed ordinance banning the sale of tobacco in the City. The Commission is split on proposing complete ban, propose a phased in interim ordinance or none at all; the Mobility and Transportation Infrastructure Commission (MTIC) meeting reviewing standing ad hoc committee issues including Ramona traffic analysis stating they are getting close to offering recommendations to alleviate traffic around Holy Family School.

Councilmember Zneimer commented regarding the South Pasadena Tournament of Roses testing of the float on October 30 at 8:00 a.m.

Councilmember Donovan commented on the Finance Commission meeting and reported that fossil fuel is officially eliminated from the investment portfolio and that the official staff/Council definition of fossil fuel is anticipated for future use; and commented on the Meridian Avenue traffic issues ensuring residents that solutions are in progress.

Mayor Pro Tem Cacciotti thanked a constituent for discovering a slight mistake in the report for disposal of surplus property in the police department indicating that the listing of a Ford Contour should have been a Ford Taurus; and shared photos of activity around the City including a new resident to South Pasadena that came by a planning meeting; Altadena Public Library gardeners using all electric equipment; replacement at tree that fell at Calvary Presbyterian Church; Ace Hardware electric equipment; a utility pole replacement north of Garfield Park;; Mayor Mahmud and Mayor Pro Tem Cacciotti at the High Desert Solar and Storage Facility in Victorville; and ribbon cuttings at Waverly Café and Bookstore and South Plantsadena Plant Shop.

Mayor Mahmud commented regarding the Planning Commission meeting she attended and the two Hillside Development Permits that were approved, one on Peterson Avenue and another on Monterey Road and commented on the outline presented on the Housing Element Draft and the upcoming community meetings; commented on the meeting of the Library Board of Trustees and the approval of the holiday operating hours and that the Library will only be open on the Tuesday between Christmas and New Year's and regarding the Library Board work on changes to the South Pasadena Municipal Code to better align with state law and with what they would like to do; commented on the meeting on the Los Angeles Blue Ribbon Committee on Homelessness to speak in support of the San Gabriel Valley Council of Governments (SCVCOG) White Paper which urges a more equitable distribution of Measure H funding; High Desert Solar and Storage Facility ribbon cutting in Victorville and the result of the avoidance of 46,000 tons of greenhouse gas emissions per year and commented on South Pasadena City Council approval of a 100% renewable rate for residential customers and hope that commercial customers will soon follow; and commented regarding her appointment by the League of California Cities President to a special working group for consideration for a proposed constitutional amendment and a proposed initiative to restore local control to cities over land use issues.

4. City Manager Communications

City Manager Arminé Chaparyan along with staff and consultant assistance, presented a video on redistricting.

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

None

CONSENT CALENDAR

- 6. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$158,380.44; GENERAL CITY WARRANTS IN THE AMOUNT OF \$322,251.33; SUPPLEMENTAL ACH PAYMENTS IN THE AMOUNT OF \$1,736,682.60; TRANSFERS IN THE AMOUNT OF \$3,004,500.00; VOIDS IN THE AMOUNT OF (\$1,443.16); PAYROLL IN THE AMOUNT OF \$589,666.03**

Recommendation

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

7. DISPOSAL OF SURPLUS PROPERTY

Recommendation

It is recommended that the City Council approve the request to dispose of the attached surplus property as recommended by the South Pasadena Police and Fire Departments.

8. QUARTERLY BUDGET UPDATE

Recommendation

It is recommended that the City Council receive and file the Quarterly Budget Update for the first quarter of fiscal year 2021-2022.

9. THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY

10. MONTHLY INVESTMENT REPORT FOR AUGUST 2021

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Report for August 2021

11. REORGANIZATION OF THE CITY MANAGER'S DEPARTMENT AND CREATION OF A NEW MANAGEMENT SERVICES DEPARTMENT AND ADJUSTMENT TO FIRE CHIEF SALARY RANGE

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA REORGANIZING THE MANAGEMENT SERVICES DEPARTMENT TO CREATE A CITY MANAGER'S DEPARTMENT AND A MANAGEMENT SERVICES DEPARTMENT, ESTABLISH A NEW DEPUTY CITY MANAGER AND MANAGEMENT SERVICES DIRECTOR POSITION, AND ADOPTING NEW JOB

DESCRIPTIONS AND SALARY RANGES, AND ADJUSTING THE FIRE CHIEF'S SALARY RANGE**Recommendation**

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

1. Approve the Reorganization of the City Manager's Department, establishing a new Deputy City Manager position; and
2. Approve the creation of a new Management Services Department and a new Management Services Director position and adjust the Fire Chief's salary range.
3. Appropriate \$85,716 to City Manager Department / Salaries – Permanent Account 101-2010-2011-7000-000 to cover the cost of the new Deputy City Manager.
4. Appropriate \$82,116 to Management Services Department / Salaries – Permanent Account 101-2030-2031-7000-000 to cover the cost of the new Management Services Director.
5. Appropriate \$10,530 to Fire Department/Salaries – Permanent Account 101-5010-5011-7000-000 to cover the cost of the increase the salary range for the Fire Chief.

12. AUTHORIZE STAFF TO ACCEPT FUNDING FROM THE 2020 URBAN AREA SECURITY INITIATIVE GRANT FUNDS IN THE AMOUNT OF \$62,680 FOR MOBILE DATA COMPUTERS**Recommendation**

It is recommended that the City Council:

1. Authorize the City Manager or designee to accept a grant award of \$62,680 from the 2020 Urban Area Security Initiative (UASI) to reflect in the Homeland Security Grant revenue account 274-0000-0000-5036-000.
2. Authorize the City Manager or designee to execute the UASI 2020 Subaward Agreement and related documents to purchase equipment that supports regional homeland security goals.
3. Appropriate \$62,680 to account 274-4010-4019-8520-000 for portion of the Mobile Data Computers (MDCs).
4. Appropriate an additional \$4,000 to the Machinery & Equipment account 101-4010-4011-8520-000 for the remaining portion of the Mobile Data Computers from the General Fund Reserves.

13. AUTHORIZE THE CITY MANAGER TO EXECUTE THE REVISED AGREEMENT WITH ALTA PLANNING + DESIGN, INC. FOR A NOT-TO-EXCEED CONTRACT AMOUNT OF \$225,000 FOR THE SLOW STREETS PROGRAM**Recommendation**

Authorize the City Manager to Execute the Revised Agreement with Alta Planning + Design, Inc. for a Not-to-Exceed Contract Amount of \$225,000 for the Slow Streets Program.

14. AUTHORIZE THE FOURTH CONTRACT AMENDMENT WITH WEST COAST ARBORIST INC. FOR FY 2021-22 URBAN FORESTRY SERVICES IN A TOTAL NOT-TO-EXCEED AMOUNT OF \$465,000.

Recommendation

It is recommended that the City Council authorize the City Manager to execute the fourth contract amendment with West Coast Arborists Inc. (WCA), in an amount not to exceed \$465,000, for FY 2021-22 urban forestry services.

COUNCIL ACTION AND MOTION

Councilmember Primuth requested that Item 9 be pulled.

Motion Mayor Pro Tem Cacciotti, second by Councilmember Primuth, approved by roll call vote to approve Consent Calendar Item(s) 6-8 and 10-14, as presented.

City Attorney Jared announced that Item 13 was previously heard by Council and that at that time Councilmember Zneimer recused herself and did not participate. The record will show that Councilmember Zneimer is not participating in that item but will participate in the remainder of the Consent Calendar.

Mayor Mahmud noted the supplemental documentation for Items 7 and 11 and confirmed with Mayor Pro Tem Cacciotti that his motion was made with reference to the supplemental documents.

Motion carried, 5-0.

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

9. ADOPTION OF A RESOLUTION APPROVING THE CITY OF SOUTH PASADENA INVESTMENT POLICY FOR FISCAL YEAR 2021-22

Recommendation

It is recommended that the City Council adopt a resolution approving the Fiscal Year (FY) 2021-22 Investment Policy.

Acting Chief Financial Officer Ken Louie presented the item indicating two changes to the policy this year: 1) the number of days for certain investments to remain in compliance with Government Code and 2) the removal of investment of fossil fuels with support of the Finance Commission and minimal loss of accrued interest less than \$1000.

COUNCIL ACTION AND MOTION

Councilmember Primuth inquired regarding the Finance Commission addition of the word “business” to the Policy making it more specific. Mr. Louie responded that the change removed the word “related” as the Commission felt it was too broad.

Mayor Pro Tem Cacciotti inquired regarding the wording under Authorized Banks and Security Dealers that states: “From time to time, the Finance Director will review the broker-dealer relationships, fees and charges for reasonableness and competitiveness.” Mr. Louie indicating that the Finance Director needs to be in tandem and reviews what the recommendations of the brokerage firm. Mayor Pro Tem Cacciotti inquired as to costs of brokerage firms and Mayor Mahmud suggested that the information be returned to Council by February Semi-annual Budget update.

Councilmember Primuth indicated that he would not support the prohibition of investments in fossil fuels as it is policy that is both over and under inclusive in what it attempts to achieve noting that many companies are diversified energy companies aggressively investing in renewable while maintaining fossil fuel businesses and indicated that the fiscal responsibility to the City is ensure that investment opportunities are evaluated which could include diversified energy companies and fossil fuel and that the proposal was generic and required more analysis.

Following discussion regarding possible amended wording to policy, renewable energy components or lack of in fossil fuel companies and the magnitude of the cost of climate change, it was determined that the wording would be left as is and can be revisited in the future as more diversification takes place.

Motion by Mayor Pro Tem Cacciotti, second by Mayor Mahmud, to approve the South Pasadena Investment Policy, as presented.

Motion carried, 4-1 with Councilmember Primuth voting no.

PUBLIC HEARING

15. RESOLUTION ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN (UWMP) AND WATER SHORTAGE CONTINGENCY PLAN (WSCP)

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING THE 2020 URBAN WATER MANGMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN

Recommendation

It is recommended that the City Council:

- 1. Open a Public Hearing for the adoption of the 2020 Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP).

2. Adopt a resolution adopting the 2020 UWMP and WSCP.

COUNCIL ACTION AND MOTION

Deputy Public Works Director Ted Gerber gave a brief overview of the City's 2020 Urban Water Management Plan.

Councilmember Zneimer inquired regarding the average acre-feet per year (AFY) and Mr. Gerber indicated that the current demand is lower and the City conserved water compared to the 2015 assessment. Councilmember Zneimer inquired regarding the date that the Water Plan is to be filed with the California Department of Resources and Mr. Gerber clarified that it is within 30 days of the public hearing date and indicated that the actual date of October 20, 2021, will be reflected in the resolution. Also clarified was that water losses are about 4 to 8% of total production and aging infrastructure adds to losses as well.

Mayor Pro Tem Cacciotti inquired regarding the comments made by the Natural Resources and Environmental Commission and Mr. Gerber indicated that they were supportive noting that better visualization on the draft showing the trend of climate change effect over the next 25 years will be incorporated into the final draft.

Mayor Mahmud inquired regarding the discrepancy of Tables 4-2 and 4-3 and what accounts for the significant increase projected through 2025. Mr. Gerber clarified that Table 4-2 is projected water use and Table 4-3 is actual water use and the projected increase is due mainly to population growth and annual unconstrained usage evaluation is required and could update the current numbers.

Mayor Mahmud opened the public hearing.

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

Motion by Councilmember Zneimer, second by Councilmember Donovan, to approve the recommended action.

Motion carried, 5-0.

ACTION / DISCUSSION

Motion carried, 5-0.

INFORMATION REPORTS

ADJOURNMENT

There being no further matters, Mayor Mahmud adjourned the meeting of the City Council at 8:23 PM.

Respectfully submitted:

_____/s/_____
Christina Muñoz
Acting Deputy City Clerk

APPROVED:

_____/s/_____
DIANA MAHMUD
MAYOR

Attest:

_____/s/_____
Christina Muñoz
Acting Deputy City Clerk

Approved at City Council Meeting: