



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

**MINUTES
WEDNESDAY, JANUARY 19, 2022 AT 7:00 PM**

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Cacciotti on Wednesday, January 19, 2022, at 7:00 p.m. The City Council Chamber are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

PRESENT

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

ABSENT

None

Tameka Cook, Chief City Clerk, announced a quorum.

CITY STAFF Arminé Chaparyan, City Manager; Andrew Jared, City Attorney; Tameka Cook, Chief City Clerk; Christina Muñoz, Deputy City Clerk were present
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 Mayor Pro Tem Jon Primuth.

CLOSED SESSION ANNOUNCEMENTS

1. Closed Session Announcements

A. PUBLIC EMPLOYMENT – PERFORMANCE EVALUATION

(Government Code Section 54957)

Title: City Manager

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 sec. 54956.9(d)(1)

1. Owen Cliff Snider v. City of South Pasadena, (UPC Case No. LA-CE-1180-M)
2. Fahren James and Victoria Patterson v. City of South Pasadena, et al. (CDCA, Case No. 2:21-cv-08256-DSF-KK)

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

The City Council recessed closed session at 6:35 p.m.

City Attorney Jared referenced the Conference with Legal Counsel – Existing Litigation and Conference with Legal Counsel – Anticipated Litigation Closed Session Agenda items from the January 12, 2022 City Council Meeting as follows:

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

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

1. City of South Pasadena v. The Dow Chemical Company, et al. (Case No.2:20-cv-07765-MWF-(SP))
2. Smith v. City of South Pasadena (LASC Case No.19BBCV00118)
3. Estate of Lim (Case No. BC707395)

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

B. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

Number of Potential Cases: 1

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.

The City Council recessed closed session from the January 12, 2022 meeting at 6:30 p.m.

PUBLIC COMMENT

2. Public Comment - General

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

Zoom Public Comment:

Felix Gutierrez discussed the 175th anniversary of the Adobe Flores building.

Josh Albrektson discussed HCD's comments on the City's draft housing element.

Yvonne LaRose briefly discussed the City's redistricting process.

PRESENTATIONS

3. Introduction of Staff

Community Development Director Frausto-Lupo introduced Associate Planner Braulio Moreno Madrid, Associate Planner Susana Martinez, and Associate Planner Sandra Robles.

4. Merchant Minute

Laurie Wheeler, South Pasadena Chamber of Commerce, introduced Kelly Kidd, owner of Kidd's Jewelry Heist. Mr. Kidd presented an overview of his business.

COMMUNICATIONS

5. Councilmembers Communications

Councilmember Mahmud discussed a recent meeting of the Design Review Board; discussed a recent meeting of the Library Board of Trustees;

Moved by Councilmember Mahmud, Seconded by Mayor Cacciotti to transition commercial customers from 50% to 100% renewable energy rate.

Moved by Councilmember Mahmud, Seconded by Mayor Cacciotti for a proposed ordinance banning the furnishing of disposable eating utensils unless specifically requested.

Councilmember Donovan discussed a recent meeting of the Caltrans Properties Ad-Hoc Committee; discussed a recent Ad-Hoc committee meeting pertaining to batting cages, skate parks, and golf course; discussed a recent Athens Ad-Hoc Contract Committee meeting pertaining to refine trash proposals.

At this point in the meeting, Mayor Cacciotti moved to Item No. 13 pursuant to Elections Code 21607.1(D)

PUBLIC HEARING

13. PUBLIC HEARING TO RECEIVE PUBLIC INPUT REGARDING COMMUNITIES OF INTEREST RELATED TO REDISTRICTING FOR SOUTH PASADENA CITY COUNCIL DISTRICTS

Recommendation

1. Receive a report on the redistricting process and permissible criteria to be considered to redraw district boundaries; and
2. Conduct a public hearing to receive public input regarding communities of interest.

COUNCIL ACTION AND MOTION

Management Services Director Demirjian introduced the item and introduced Ken Chawkins from National Demographics Corporation.

Ken Chawkins, National Demographics Corporation, made a presentation and provided an overview of the item.

Mayor Cacciotti opened the public hearing.

Yvonne LaRose asked how the redistricting meshes with the General Plan and housing element as it pertains to population growth.

Josh Albrektson requested that the new district maps make it possible for residents to be within walking distance from their Councilmember.

John Martin stated that the population numbers in the Dave's Redistricting map tool has incorrect numbers.

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

Councilmember Mahmud noted rentals are spread out throughout the community and that its healthy for the City.

Councilmember Zneimer asked if it was possible to not split Via Del Rey and keep it in one district.

Mr. Chawkins stated that it depends on where the census blocks are located and noted that census blocks cannot be split up into different districts.

Councilmember Donovan reiterated Councilmember Zneimer's thoughts and noted that other areas on Fremont Avenue and Meridian Avenue are also split up into different districts.

Mr. Chawkins stated that it is important to receive specific direction from the City Council and what they want accomplished in the new map.

Councilmember Donovan agreed that rentals should be spread out throughout the different districts.

Mayor Pro Tem Primuth discussed the School District's approach to their map and how they divided the elementary school attendance areas.

Mr. Chawkins noted there was minimal public input regarding the topic in the School District. He noted that the School District board members set their specific priorities for their map.

Mayor Pro Tem Primuth discussed potential priorities for the City Council in regard to the new map.

There was discussion amongst the City Council regarding communities of interest, compactness, commercial areas and number of renters in each district; and, legal compliance.

Councilmember Mahmud stated that there should be a balance of commercial and residential properties in drafting the new map.

Management Services Director Demirjian discussed upcoming workshops and opportunities for public input on the new maps.

Councilmember Communications Continued

Councilmember Zneimer discussed the Caltrans owned properties.

Moved by Councilmember Zneimer, seconded by Mayor Cacciotti to direct staff to draft a deconstruction ordinance that would go before the Cultural Heritage Commission and then the City Council.

Mayor Pro Tem Primuth discussed a recent meeting of the Mobility, and Transportation Infrastructure Commission; discussed pedestrian safety recommendations and street maintenance.

Mayor Cacciotti shared a photo of a recent community soccer event; shared a photo of the recent Holy Family Church giving bank; shared a photo of advance technology electric vehicles for the Police Department; shared a photo of the Arroyo Seco Trails; shared a photo of a recent meeting with the South Pasadena Preservation Foundation.

6. City Manager Communications

City Manager Chaparyan stated that the City is seeking community feedback regarding City Commissions.

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

None.

CONSENT CALENDAR

8. THIS ITEM WAS MOVED OUT-OF-ORDER FOR SEPARATE DISCUSSION

9. AUTHORIZE THE CITY MANAGER TO EXECUTE THE FIRST CONTRACT AMENDMENT WITH HDL SOFTWARE, LLC

Recommendation

It is recommended that the City Council authorize the City Manager to execute the first contract amendment with HdL Software, LLC to extend agreement through October 31, 2023.

10. ADOPTION OF A RESOLUTION AUTHORIZING SIGNATORIES ON CITY BANKING ACCOUNTS AND RELATED BANKING DOCUMENTS

Recommendation

1. A resolution superseding Resolution No. 7698, Authorizing Signatures on City Bank Accounts; and
2. A resolution superseding Resolution No. 7699, Authorizing Signatures on the City's Local Agency Investment Fund (LAIF) Account

11. ITEM WAS MOVED OUT-OF-ORDER FOR SEPARATE DISCUSSION.

12. AWARD OF PROFESSIONAL SERVICES AGREEMENT WITH PRO FORMA ADVISORS, LLC FOR RESTAURANT CONSULTANT SERVICES

Recommendation

It is recommended that the City Council

1. Appropriate \$19,770 from the Arroyo Seco Golf Course reserve account to

- account No. 295-8040-8043-8020-000;
2. Award a contract to Pro Forma Advisor, LLC for restaurant consultant services to assist in the business proforma, authoring of a request for proposals (RFP), RFP process, interviews, and evaluation process in acquiring a new operator for the Arroyo Seco Golf Course restaurant in the amount of \$19,770; and
 3. Authorize the City Manager to execute a professional services agreement with Pro Forma Advisors.

Councilmember Zneimer requested to pull Item Nos. 8 and 11.

Councilmember Mahmud noted that Item No. 12 includes an additional document.

A motion was made by Councilmember Mahmud, seconded by Councilmember Donovan and approved by roll call vote to approve Consent Calendar Item(s) 9, 10, and 12 as presented and amended.

Motion carried, 5-0.

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

8. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$354,382.66; GENERAL CITY WARRANTS IN THE AMOUNT OF \$232,621.24; SUPPLEMENTAL ACH PAYMENTS IN THE AMOUNT OF \$181,952.21; VOIDS IN THE AMOUNT OF (\$116.71); TRANSFERS IN THE AMOUNT OF \$5,086,782.07; PAYROLL IN THE AMOUNT OF \$789,960.39**

Recommendation

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

COUNCIL ACTION AND MOTION

Councilmember Zneimer inquired if the payment to the South Pasadena Humane Society was the normal monthly payment.

Management Services Director Demirjian noted that the payment might be for more than one billing cycle and stated that staff will confirm the invoice amount.

Mayor Cacciotti discussed the recent rising costs of the South Pasadena Humane Society.

A motion was made by Councilmember Mahmud, seconded by Councilmember Zneimer and approved by roll call vote to approve the Item No. 8, as presented.

Motion carried, 5-0.

11. **MONTHLY INVESTMENT REPORT FOR NOVEMBER 2021**

Recommendation

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

COUNCIL ACTION AND MOTION

Councilmember Zneimer inquired if the City has been looking at alternative investments that would result in a better return for the City.

Interim Finance Director Louie stated the Finance Commission is looking at more aggressive investments and noted that staff plans to bring an item to the City Council in the near future to discuss alternative investments.

Councilmember Zneimer inquired about the yield amounts on more aggressive investments.

Interim Finance Director Louie stated rates could potentially be looking at 3 to 6% return as opposed to the 0.5% return that the City currently receives.

A motion was made by Councilmember Zneimer, seconded by Mayor Pro Tem Primuth and approved by roll call vote to approve Item No. 11, as presented.

Motion carried, 5-0.

PUBLIC HEARING CONTINUED

- 14. FIRST READING AND INTRODUCTION OF AN ORDINANCE AMENDING CHAPTER 36 (ZONING) OF THE SOUTH PASADENA MUNICIPAL CODE PERTAINING TO ACCESSORY DWELLING UNITS (ADU) INCLUDING SECTION 36.350.200.J (DESIGN STANDARDS FOR HISTORIC PROPERTIES) AND ADOPTION OF DESIGN GUIDELINES FOR ADU DEVELOPMENT ON HISTORIC PROPERTIES**

ORDINANCE

AN ORDINANCE OF THE CITY OF SOUTH PASADENA AMENDING CHAPTER 36 ("ZONING"), ARTICLE III ("SITE PLANNING AND GENERAL DEVELOPMENT STANDARDS"), SECTION 36.350.200 ("RESIDENTIAL USES—ACCESSORY DWELLING UNITS") OF THE CITY OF SOUTH PASADENA MUNICIPAL CODE

Recommendation

1. Read by title for first reading, waiving further reading, and introduce an ordinance to amend Chapter 36 (Zoning) of the South Pasadena Municipal

- Code (SPMC) pertaining to Accessory Dwelling Units (ADUs) including Section 36.350.200 (Design Standards for Historic Properties); and
2. Adopt Design Guidelines for ADU Development on Historic Properties.

COUNCIL ACTION AND MOTION

Community Development Director Frausto-Lupo made a presentation and provided a quick overview of the item.

Mayor Cacciotti opened the public hearing.

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

Councilmember Zneimer thanked Architectural Resources Group, the Planning Commission, the Cultural Heritage Commission, and City staff for their work on this item.

Councilmember Mahmud reiterated Councilmember Zneimer’s thoughts.

A motion was made by Councilmember Zneimer, seconded by Councilmember Mahmud and approved by roll call vote to approve Item No. 14, as presented.

Motion carried, 5-0.

ADJOURNMENT

There being no further matters, Mayor Cacciotti adjourned the meeting of the City Council at 9:15 PM, to the next Regular City Council meeting scheduled on Wednesday, February 2, 2022.

Respectfully submitted:



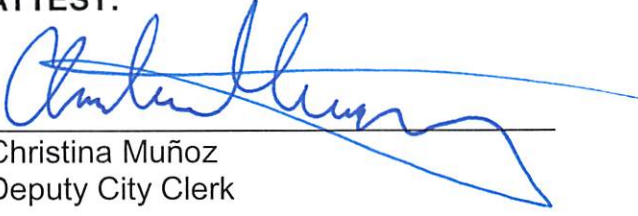
Christina Muñoz
Deputy City Clerk

APPROVED:



MICHAEL CACCIOTTI
MAYOR

ATTEST:



Christina Muñoz
Deputy City Clerk

Approved at City Council Meeting: 07/20/2022.