



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

**MINUTES
WEDNESDAY, AUGUST 16, 2023, AT 7:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Primuth on Wednesday, August 16, 2023, at 7:23 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Mayor	Jon Primuth
Councilmember	Janet Braun
Councilmember	Michael A. Cacciotti
Councilmember	Jack Donovan

ABSENT

Mayor Pro Tem	Evelyn G. Zneimer
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Mark Perez, Deputy City Clerk, announced a quorum.

CITY STAFF PRESENT:

Arminé Chaparyan, City Manager; Roxanne Diaz, City Attorney; Mark Perez, 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 Braun.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

A. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

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

- 1. Sanchez v. City of South Pasadena, et. al. (LASC Case No. 23STLC01516).
- 2. City of South Pasadena, et al. vs California Department of Transportation, et al. (LASC Case No. 21STCP01779)

B. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION-SIGNIFICANT EXPOSURE TO LITIGATION

(Government Code Section 54945.9(d)(2))

Number of Potential Cases: 1

C. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION-INITIATION OF LITIGATION

(Government Code Section 54945.9(d)(4))

Number of Potential Cases: 2

Zoom Public Comments: (Taken at 5:30 p.m.)

Christopher Sutton spoke regarding Caltrans housing.

In-Person Public Comments:

None.

The City Council recessed into Closed Session at 5:46 P.M. with all Councilmembers present.

During Closed Session Announcements, City Attorney Roxanne Diaz reported that no action was taken during closed session.

PUBLIC COMMENT

2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In Person Public Comments:

Casey Law spoke regarding slow streets.

Yvonne La Rose spoke regarding examples of calling persons "insane".

Kay Findley spoke regarding South Pasadena fires, South Pasadena Fire Department and Public Works efforts.

Rion Nakaya spoke regarding the bike lanes installed on Grand Avenue.

The following individuals spoke about Vanessa Marquez:

- Camille Lewis
- Michael Williams
- Gina Viola
- Donna spoke
- Cori spoke
- Erika
- Akili
- Jan Williams
- Minerva Garcia
- Jason Reedy
- Stephanie

Carlos Nieto spoke regarding additional services for social services.

Deanna Sullivan spoke about Vanessa Marquez and Lexipol contract.

Gino Thomas spoke regarding the slow streets program and bike lanes.

Michael Ten spoke regarding the Maui wildfires, a submitted Public Records Request, and meeting with Public Works.

Diego Tomas Zavala spoke regarding the slow streets program.

Michael Posateri spoke regarding the slow streets program.

Margaret Prieto spoke regarding the annual firework show and 2028 Olympics security preparation.

Shlomo Nitzani spoke regarding fees paid and City Hall access.

Kristen Pumphrey spoke regarding the bike lanes on Grand Avenue.

Caroline Howell spoke regarding the accident on Orange Grove Avenue.

The Mayor called a recess at 8:25 P.M.

The City Council meeting reconvened at 8:29 P.M.

PRESENTATIONS**3. STAFF INTRODUCTION****City Manager's Office:**

Aimee Gibbs, Administrative Secretary

Assistant to the City Manager, Tamara Binns, introduced Aimee Gibbs, Administrative Secretary.

COMMUNICATIONS**4. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

None.

CONSENT CALENDAR

Councilmember Cacciotti requested to pull Item Nos. 6 and 10 for separate discussion. Item No. 14 was pulled for separate discussion via public comment. A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun and approved by roll call vote to approve Consent Calendar Item Nos. 5, 7, 8, 9, 11, 12, 13, 15, 16, 17, and 18, as modified by the additional documents. The motion carried 4-0-1, by the following vote:

AYES: Braun, Cacciotti, Donovan, Mayor Primuth

NOES: None.

ABSENT: Zneimer

ABSTAINED: None.

5. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$1,613,669.90; GENERAL CITY WARRANTS IN THE AMOUNT OF \$1,439,894.88; ONLINE PAYMENTS IN THE AMOUNT OF \$167,486.93; TRANSFERS IN THE AMOUNT OF \$39,358.19; PAYROLL IN THE AMOUNT OF \$2,556,143.51**Recommendation**

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

A motion was made to approve recommendation on the Consent Calendar.

6. MONTHLY INVESTMENT REPORTS FOR JUNE 2023

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Reports for June 2023.

Councilmember Cacciotti requested Western Asset Management and Morgan Stanley to be present at the next meeting for brief discussion on their strategy and plan moving forward in reinvesting.

COUNCIL ACTION AND MOTION

This item was pulled for separate discussion by Councilmember Cacciotti. A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun, and approved by roll call vote to approve Item No. 6, as presented. The motion carried 4-0-1, by the following vote:

AYES: Braun, Cacciotti, Donovan, Mayor Primuth
NOES: None.
ABSENT: Zneimer
ABSTAINED: None.

7. JULY 2022 – JUNE 2023 BUDGET UPDATE

Recommendation

Staff recommends that the City Council receive and file the July 2022 -May 2023 Budget Update Report.

A motion was made to approve recommendation on the Consent Calendar.

8. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR JULY 19, 2023

Recommendation

It is recommended that the City Council approve the minutes for the July 19, 2023, Regular City Council Meeting.

A motion was made to approve recommendation on the Consent Calendar as modified by the additional documents.

9. CONSIDER APPROVAL OF AN ADDENDUM TO THE ENGAGEMENT LETTER FOR SPECIAL COUNSEL LEGAL SERVICES WITH AKIN GUMP STRAUSS HAUER & FELD, LLP, RELATED TO CALTRANS MATTERS FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$141,000

Recommendation

It is recommended that the City Council:

1. Consider approval of an addendum to the Engagement Letter with Akin Gump

Strauss Hauer & Feld, LLP (Akin) for a new total not-to-exceed amount of \$141,000 and authorize the City Manager to execute the same;

2. Appropriate \$71,063.10 to Account #101-2010-2501-8163-000 for Fiscal Year 2022-2023; and
3. Appropriate \$53,000 to Account #101-2010-2501-8163-000 for Fiscal Year 2023-2024.

A motion was made to approve recommendation on the Consent Calendar.

10. CONSIDERATION OF APPROVAL OF AN AGREEMENT WITH THE SOUTH PASADENA CHAMBER OF COMMERCE FOR ECONOMIC DEVELOPMENT ACTIVITIES THROUGH FUNDING ALLOCATION OF BUSINESS IMPROVEMENT TAX (BIT) REVENUES AND GENERAL FUND RESERVES IN THE AMOUNT OF \$128,500

Recommendation

It is recommended that the City Council consider approval of an agreement with the South Pasadena Chamber of Commerce (Chamber) for economic development activities through funding allocation of Business Improvement Tax (BIT) revenues and general fund reserves in the amount of \$128,500.

Zoom Public Comment:

Evelyn Zneimer made comment on audited profit and loss document given to her a couple weeks ago and she does not support giving the full \$128,500. She supports \$100,000.

COUNCIL ACTION AND MOTION

This item was pulled for separate discussion by Councilmember Cacciotti. A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun, and approved by roll call vote to approve Item No. 10, as presented. The motion carried 4-0-1, by the following vote:

AYES: Braun, Cacciotti, Donovan, Mayor Primuth
NOES: None.
ABSENT: Zneimer
ABSTAINED: None.

11. ORDINANCE OF THE CITY OF SOUTH PASADENA GRANTING AUTHORITY TO THE CITY MANAGER TO EXECUTE CERTAIN CONTRACTS AND OTHER LEGAL INSTRUMENTS AND AMENDING SECTION 2-18-6 OF THE SOUTH PASADENA MUNICIPAL CODE

ORDINANCE

AN ORDINANCE OF THE CITY OF SOUTH PASADENA GRANTING AUTHORITY TO THE CITY MANAGER TO EXECUTE CERTAIN CONTRACTS AND OTHER LEGAL INSTRUMENTS AND AMENDING SECTION 2.18-6 OF THE SOUTH PASADENA MUNICIPAL CODE

Recommendation

It is recommended that the City Council introduce for first reading and waive full reading of the Ordinance entitled "Ordinance of the City of South Pasadena Granting Authority to the City Manager to Execute Certain Contracts and Other Legal Instruments and Amending Section 2-18-6 of the South Pasadena Municipal Code."

A motion was made to approve recommendation on the Consent Calendar.

12. CONSIDERATION OF THE APPROVAL OF THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH TRUEPOINT SOLUTIONS, INC. FOR ADDITIONAL ACCELA LICENSES FOR THE CITY'S CASE MANAGEMENT AND ONLINE PERMITTING SYSTEM AND AN EXTENSION OF THE LICENSES IN AN AMOUNT NOT-TO-EXCEED \$38,440

Recommendation

It is recommended that the City Council consider the approval of the First Amendment to the Professional Services Agreement with TruePoint Solutions, Inc. for ten (10) additional licenses subscriptions, and an extension of the term of the licenses through June 30, 2024 in the amount of \$38,440, for a total not-to-exceed amount of \$291,007 and authorize the City Manager to execute the amendment.

A motion was made to approve recommendation on the Consent Calendar.

13. CONSIDERATION OF ADOPTION OF A RESOLUTION APPROVING A PURCHASE ORDER WITH DELL MARKETING, LP., IN THE AMOUNT NOT-TO-EXCEED OF \$75,000 FOR THE FIRST PHASE OF THE THREE-YEAR HARDWARE REPLACEMENT PROGRAM, UTILIZING THE NASPO VALUEPOINT COOPERATIVE PURCHASING PROGRAM

Recommendation

It is recommended that the City Council consider:

1. Adopting a resolution approving a purchase order with Dell Marketing, LP. in the amount not to exceed \$75,000, authorizing the use of the National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Purchasing Program for the purchase, and
2. Authorize the City Manager to effectuate the purchase.

A motion was made to approve recommendation on the Consent Calendar.

Resolution No. 7827 was adopted.

14. APPROPRIATION OF FUNDS RECEIVED FOR LEGAL SERVICES RELATED TO THE MOFFAT STREET LITIGATION

Recommendation

It is recommended that the City Council:

- 1. Appropriate \$90,132.37 for Fiscal Year 2022-2023 from the General Fund; and
- 2. Appropriate \$29,145.59 for Fiscal Year 2023-2024 from the General Fund.

Zoom Public Comment:

Alan Ehrlich spoke regarding the item and fiscal impact.

COUNCIL ACTION AND MOTION

This item was pulled for separate discussion by Councilmember Cacciotti. A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun, and approved by roll call vote to approve Item No. 14, as presented. The motion carried 4-0-1, by the following vote:

- AYES: Braun, Cacciotti, Donovan, Mayor Primuth
- NOES: None.
- ABSENT: Zneimer
- ABSTAINED: None.

15. CONSIDER PAYMENT FOR CONSULTING SERVICES WITH INTERWEST CONSULTING GROUP FOR PAST INVOICES IN THE AMOUNT OF \$19,365

Recommendation

It is recommended that the City Council consider the approval of payment to Interwest Consulting Group (Interwest) for past invoices in the amount of \$19,365.

A motion was made to approve recommendation on the Consent Calendar.

16. QUARTERLY INFORMATIONAL UPDATE OF THE CITYWIDE ELECTRIFICATION PROJECT

Recommendation

It is recommended that the City Council receive an update on the status of the citywide electrification project.

A motion was made to approve recommendation on the Consent Calendar.

17. RECEIVE AND FILE THE FOURTH QUARTER 2021-2026 STRATEGIC PLAN UPDATE

Recommendation

It is recommended that the City Council receive and file the Fourth Quarter 2021-2026 Strategic Plan update.

A motion was made to approve recommendation on the Consent Calendar.

18. CONSIDERATION OF A RESOLUTION ESTABLISHING FOUR NEW EMPLOYEE CLASSIFICATIONS, JOB DESCRIPTIONS AND SALARY SCHEDULES; APPROVING A RECLASSIFICATION FOR AN EXISTING POSITION; AND REMOVING A CLASSIFICATION FROM A BARGAINING UNIT

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA ADOPTING JOB DESCRIPTIONS AND SALARY RANGES FOR PRINCIPAL ENGINEER, FACILITIES AND PARKS SUPERVISOR, HUMAN RESOURCE ANALYST, AND SENIOR HUMAN RESOURCE ANALYST POSITIONS, AND APPROVING THE RECLASSIFICATION OF AN EXISTING MANAGEMENT ANALYST POSITION IN MANAGEMENT SERVICES AND A BARGAINING REPRESENTATION CHANGE FOR THE SENIOR MANAGEMENT ANALYST CLASSIFICATION

Recommendation

It is recommended that the City Council consider adoption of a Resolution to: (a) approve and establish four classifications and their respective job specifications and salary schedules; (b) approve the reclassification of a current Management Analyst position to a Human Resources Analyst classification; and (c) approve moving the Senior Management Analyst classification from the Public Service Employees' Association (PSEA) bargaining unit into the unrepresented Management Employees group.

A motion was made to approve recommendation on the Consent Calendar.

Resolution No. 7828 was adopted.

PUBLIC HEARING**19. APPROVAL OF DRAFT LOCAL HAZARD MITIGATION PLAN FOR THE CITY OF SOUTH PASADENA FOR SUBMISSION TO AND APPROVAL BY CALIFORNIA STATE OFFICE OF EMERGENCY SERVICES AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY****Recommendation**

It is recommended that the City Council:

1. Hold a Public Hearing to hear objections to the approval of the draft Local Hazard Mitigation Plan (LHMP); and
2. Approve the Draft LHMP for the City of South Pasadena (City); and
3. Direct staff to submit the Draft LHMP to the California State Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA) for final approval.

Fire Chief Paul Riddle introduced the item. Russ Paterson gave a presentation. Staff responded to questions raised by the City Council.

The Mayor opened the Public Hearing at 9:11 P.M.

The Mayor closed the Public Hearing at 9:11 P.M.

COUNCIL ACTION AND MOTION

A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve Item No. 19, as presented by staff. The motion carried 4-0-0-1, by the following vote:

AYES: Braun, Cacciotti, Donovan, Mayor Primuth

NOES: None.

ABSENT: Zneimer

ABSTAINED: None.

ACTION/DISCUSSION**20. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR JUNE 22, 2022, AND JULY 20, 2022****Recommendation**

It is recommended that the City Council:

1. Approve the minutes for the June 22, 2022, Special Joint City Council Meeting (Commissioner Congress); and
2. Approve the minutes for the July 20, 2022, Regular City Council Meeting.

COUNCIL ACTION AND MOTION

A motion was made by Councilmember Cacciotti, seconded by Mayor Primuth approved by roll call vote to approve Item No. 20, as presented by staff. The motion carried 3-0-1-1, by the following vote:

AYES: Cacciotti, Donovan, Mayor Primuth
NOES: None.
ABSENT: Zneimer
ABSTAINED: Braun

PUBLIC COMMENT – CONTINUED

21. CONTINUED PUBLIC COMMENT – GENERAL

Zoom Comments:

Steven Koch spoke regarding the slow streets program.

COMMUNICATIONS

22. COUNCILMEMBER COMMUNICATIONS

Councilmember Donovan had no comments.

Councilmember Braun had no comments.

Councilmember Cacciotti with a second from Councilmember Braun directed staff to refer the issues raised by Margaret Prieto to the Natural Resources and Environmental Commission, the Festival of Balloons Committee, and the Public Safety Commission for recommendations, specifically consideration of substituting a drone show in place of the fireworks show at the City 4th of July festivities. The advisory bodies are directed to discuss cost in their deliberations.

Councilmember Cacciotti with a second from Mayor Primuth directed staff to bring for discussion before the City Council for the allocation of TCP (1,2,3-Trichloropropane) related settlement proceed funds to the Water Enterprise '500' Fund, to be used to pay for the Wilson Reservoir Carbon Filter remediation. The staff report is to include the attachment of interest to the specific fund.

Councilmember Cacciotti gave a presentation on his recent attendance at the Natural Resources and Environmental Commission meeting, a training he provided to the new staff working at Parkwood Park, highlighted work done by Public Works, and noted various instances of residents in violation of the Gas Powered Leaf Blower Ban.

23. CITY MANAGER COMMUNICATIONS

City Manager Chaparyan wished all students in South Pasadena a happy first week of school.

ADJOURNMENT


There being no further matters, Mayor Primuth adjourned the meeting of the City Council at 9:30 P.M.

Respectfully submitted:



Mark Perez
Deputy City Clerk

APPROVED:



Jon Primuth
Mayor

ATTEST:



Mark Perez
Deputy City Clerk

Approved at City Council Meeting: September 6, 2023