



CITY OF SOUTH PASADENA  
CITY COUNCIL

AGENDA

REGULAR MEETING  
WEDNESDAY, FEBRUARY 7, 2024, AT 7:00 P.M.

AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CA 91030

**South Pasadena City Council Statement of Civility**

*As your elected governing board, we will treat each other, members of the public, and City employees with patience, civility, and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all City business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena City Council Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030.
- Live Broadcast via the City website – [http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)
- Via Zoom – **Webinar ID: 825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to [ccpubliccomment@southpasadenaca.gov](mailto:ccpubliccomment@southpasadenaca.gov).
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:  
<https://us06web.zoom.us/j/82599992830> or
3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via [http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**CALL TO ORDER:** Mayor Evelyn G. Zneimer

**ROLL CALL:**

Mayor	Evelyn G. Zneimer
Mayor Pro Tem	Jack Donovan
Councilmember	Jon Primuth
Councilmember	Michael A. Cacciotti
Councilmember	Janet Braun

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Jack Donovan

**PUBLIC COMMENT GUIDELINES**

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than 12:00 p.m., on the day of the City Council meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment time limit to less than three minutes, as needed.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**CLOSED SESSION ANNOUNCEMENTS****1. CLOSED SESSION ANNOUNCEMENTS****PUBLIC COMMENT****2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

**PRESENTATION****3. PRESENTATION ON THE WATER QUALITY AUTHORITY FROM MAYOR GONZALEZ OF THE CITY OF AZUSA****4. BLACK HISTORY MONTH PROCLAMATION****5. NHA ADVISORS PRESENTATION****CHANGES TO THE AGENDA****6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

**CONSENT CALENDAR****OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

Items listed under the Consent Calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

7. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$38,896.68; GENERAL CITY WARRANTS IN THE AMOUNT OF \$850,750.44; ONLINE PAYMENTS IN THE AMOUNT OF \$35,649.71; TRANSFERS IN THE AMOUNT OF \$148,396.78; PAYROLL IN THE AMOUNT OF \$849,907.48**

Recommendation

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

8. **ADOPTION OF A RESOLUTION AUTHORIZING THE COUNTY OF LOS ANGELES AGRICULTURE COMMISSIONER TO INSPECT AND ABATE WEEDS, BRUSH AND NATIVE VEGETATION DECLARED TO BE AN EXISTING OR POTENTIAL FIRE HAZARD, AND SCHEDULE A PUBLIC HEARING TO BE HELD ON FEBRUARY 21, 2024 TO HEAR OBJECTIONS OR PROTESTS TO THE VEGETATION MANAGEMENT PROGRAM**

Recommendation

It is recommended that the City Council adopt the resolution authorizing the County of Los Angeles Agriculture Commissioner to inspect and abate weeds, brush and native vegetation declared to be an existing or potential fire hazard, and schedule a Public Hearing to be held on February 21, 2024 to hear objections or protests to the vegetation management program.

9. **CONSIDER AUTHORIZING THE ACCEPTANCE OF GRANT AWARDS TO THE LIBRARY FROM INTERNET ARCHIVE IN THE AMOUNT OF \$2,100 AND THE CALIFORNIA STATE LIBRARY IN THE AMOUNT OF \$22,470, AND APPROVE BUDGET APPROPRIATIONS IN THE AMOUNT OF \$24,570.**

Recommendation

It is recommended that the City Council:

1. Accept two grants totaling \$24,570:
    - \$2,100 from Internet Archive;
    - \$22,470 from the California State Library; and
  2. Appropriate \$24,570 from the General Fund fund balance:
    - \$13,770 to 101-8010-8011-8020 (Special Department Expense);
    - \$5,800 to 101-8010-8011-8170 (Professional Services);
    - \$3,000 to 101-8010-8011-8080 (Books/CDs/DVDs);
    - \$2,000 to 101-8010-8011-8083 (Ebooks); and
  3. Authorize the City Manager or designee to execute all necessary documents to accept the Internet Archive and California State Library grants.
10. **SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329**

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329

Recommendation

It is recommended that the City Council consider the adoption of an ordinance amending Section 2.7 of the South Pasadena Municipal Code to adjust City Council member compensation consistent with Senate Bill 329.

**11. CONSIDERATION OF THE ADOPTION OF AN ORDINANCE TO INCREASE THE DENSITY IN THE RESIDENTIAL MEDIUM (RM) AND RESIDENTIAL HIGH (RH) ZONES CONSISTENT WITH THE ADOPTED 6<sup>TH</sup> CYCLE HOUSING ELEMENT**

Recommendation

It is recommended that the City Council consider adoption of the Ordinance on second reading as follows:

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA RELATED TO INCREASING DENSITY IN THE RESIDENTIAL MEDIUM AND RESIDENTIAL HIGH ZONING DISTRICTS, IN COMPLIANCE WITH THE UPDATED GENERAL PLAN AND THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT.

**12. CONSIDERATION OF MODIFICATION OF THE URBAN AREA SECURITY INITIATIVE (UASI) 2021 GRANT AWARD IN THE AMOUNT OF \$44,369 FROM VIRTUAL REALITY TRAINING SIMULATOR TO FLOCK SAFETY, INC. AUTOMATED LICENSE PLATE READER (ALPR) CAMERAS**

Recommendation

It is recommended that the City Council amend the current appropriation of \$44,369 in account 274-4010-4019-8520-000 for Flock Safety, Inc. ALPR cameras instead of virtual reality training simulators.

**13. CONSIDERATION OF APPOINTMENTS AND REAPPOINTMENTS TO CITY BOARDS, COMMISSIONS, AND COMMITTEES**

Recommendation

It is recommended by Mayor Zneimer that the City Council appoint the following to City Boards, Commissions, and Committees:

- 1. Minsun Meeker to the Library Board of Trustees to a full-term ending December 31, 2026;

It is recommended by Mayor Zneimer that the City Council re-appoint the following to City Boards, Commissions, and Committees for a full-term ending December 31, 2026:

1. Amitabh Barthakur to the Planning Commission.
2. Annalee A. Andres to the Public Arts Commission.

**14. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR DECEMBER 06, 2023**

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on December 06, 2023.

**15. CONSIDERATION OF APPROVING AN AGREEMENT WITH PUBLIC SECTOR PERSONNEL CONSULTANTS FOR PHASE II OF THE CITYWIDE CLASSIFICATION AND COMPENSATION STUDY**

Recommendation

It is recommended that the City Council consider:

1. Approving an agreement with Public Sector Personnel Consultants (PSPC) for Phase II of the Citywide Classification and Compensation Study for a total amount not to exceed \$63,000; and
2. Authorize the City Manager to enter into any subsequent amendments, at the discretion of the City Manager, as long as the compensation for this agreement is not increased.

**16. CONSIDERATION OF APPROVAL OF THE SECOND AMENDMENT TO THE AGREEMENT WITH ACORN TECHNOLOGY SERVICES FOR INFORMATION TECHNOLOGY SUPPORT SERVICES FOR ADDITIONAL SERVICES AT A COST OF \$354,400, FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$661,208**

Recommendation

It is recommended that the City Council approve the Second Amendment to the Agreement with Acorn Technology in an amount of \$354,400 for implementation of the City's network upgrade initiatives, and for a new total not-to-exceed amount of \$661,208.

**17. CONSIDERATION OF APPROVAL OF MAYOR'S LIST OF CITY COUNCIL LIAISON AND REGIONAL GROUP APPOINTMENTS**

Recommendation

It is recommended that the City Council:

1. Approve the Mayor's list of City Council Liaison and Regional Group Appointments to various commissions, boards, and committees; and
2. Adopt a Resolution, superseding Resolution No. 7812, appointing delegates, representatives, and alternates as official representatives of the City of South Pasadena.

**18. CONSIDERATION OF A PURCHASE OF TWO 2022 LIGHTNING ELECTRIC TRANSIT EIGHT PASSENGER VANS FOR DIAL-A-RIDE IN THE AMOUNT OF \$393,881 FROM NATIONAL AUTO FLEET GROUP WITH PROPOSITION A LOCAL RETURN FUNDS AND UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM**

Recommendation

It is recommended that the City Council:

1. Appropriate \$393,881 from Proposition A Local Return Fund to the Community Services Proposition A Automotive Equipment Account No. 205-8030-8024-8540 to fund the procurement of two 2022 Lightning Electric Transit Eight Passenger Vans;

2. Authorize the use of the Sourcewell Cooperative Purchasing Program for the procurement of two 2022 Lightning Electric Transit Eight Passenger Vans from National Auto Fleet Group, pursuant to Section 2.99-19(19) and the City's Purchasing Policy;
3. Award a contract and associated purchase order to National Auto Fleet Group in the amount of \$393,881 for the purchase of two 2022 Lightning Electric Transit Eight Passenger vans; and
4. Declare the 2012 CNG MV1 (Vehicle #78 -Vin # 523MF1B65CM101646) as a surplus.

## ACTION/DISCUSSION

**19. CONSIDERATION OF RENEGOTIATION OF THE TERMS OF THE FIVE-YEAR AGREEMENT WITH THE SOUTH PASADENA CHAMBER OF COMMERCE FOR THE OPERATION OF THE SOUTH PASADENA FARMERS' MARKET**

Recommendation

It is recommended that the City Council review and consider a request of the South Pasadena Chamber of Commerce (Chamber) to renegotiate financial terms related to gross revenue percentages paid to the City by the Farmers' Market, and provide direction to staff.

**20. PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR ENDING JUNE 30, 2023**

Recommendation

Staff recommends that the City Council receive and file the annual audit reports for the year ended June 30, 2023.

**21. CONSIDERATION OF ENTERING INTO AND APPROVING THE EXECUTION OF SIX PURCHASE AND SALE AGREEMENTS WITH THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF SIX UNOCCUPIED HISTORIC PROPERTIES (1131 COLUMBIA STREET, 216 FAIRVIEW AVENUE, 217 FREMONT AVENUE, 225 FREMONT AVENUE, 10021 1008 HOPE STREET AND 726 MERIDIAN AVENUE AND 1707 MERIDIAN AVENUE)**

Recommendation

It is recommended that the City Council consider entering into and approving the execution of six purchase and sale agreements with the State of California, Department of Transportation for the purchase of six unoccupied historic properties in the form negotiated and finalized by the City Attorney and the City Manager, and authorize the City Manager to take all actions necessary to open escrow, including the payment of the deposit required under the agreements.

**22. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR OCTOBER 5, 2022**

Recommendation

It is recommended that the City Council approve the minutes for the October 5, 2022, Regular City Council Meeting.

## PUBLIC COMMENT – CONTINUED

**23. CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

**COMMUNICATIONS**

**24. COUNCILMEMBER COMMUNICATIONS**

Time allotted to speak per Councilmember is three minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

**25. CITY MANAGER COMMUNICATIONS**

**ADJOURNMENT**

**FOR YOUR INFORMATION**

**FUTURE CITY COUNCIL MEETINGS**

February 21, 2024	Regular City Council Meeting	7:00 P.M.
March 6, 2024	Regular City Council Meeting	7:00 P.M.
March 20, 2024	Regular City Council Meeting	7:00 P.M.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public viewing on the City’s website:

[www.southpasadenaca.gov/CityCouncilMeetings2023](http://www.southpasadenaca.gov/CityCouncilMeetings2023)

Regular meetings are live streamed via the internet at:

[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**AGENDA NOTIFICATION SUBSCRIPTION**

If you wish to receive an agenda email notification please contact the City Clerk’s Division via email at [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or call (626) 403-7230.

**ACCOMMODATIONS**

 The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk’s Division at (626) 403-7230 or [cityclerk@southpasadenaca.gov](mailto:cityclerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**CERTIFICATION OF POSTING**

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **February 7, 2024**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.*

2/1/2024

/s/

Date

Mark Perez, Deputy City Clerk