



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

MINUTES
WEDNESDAY, FEBRUARY 7, 2024, AT 7:00 P.M.

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Zneimer on Wednesday, February 7, 2024, at 7:09 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

<u>PRESENT</u>	Mayor	Evelyn G. Zneimer
	Mayor Pro Tem	Jack Donovan
	Councilmember	Janet Braun
	Councilmember	Michael A. Cacciotti

<u>ABSENT</u>	Councilmember	Jon Primuth
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COUNCIL MOTION AND ACTION

A motion was made by Mayor Zneimer and seconded by Councilmember Cacciotti to excuse Councilmember Jon Primuth from the February 7, 2024, Regular City Council meeting. The motion carried 4-0-1, by the following vote:

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

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 Mayor Pro Tem Donovan.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

A. REAL PROPERTY NEGOTIATIONS

(Government Code Section 54956.8)

1. Property Addresses:

- a. 216 Fairview Avenue, APN 5317-012-906
- b. 217 Fremont Avenue, APN 5317-012-901
- c. 225 Fremont Avenue, APN 5317-012-902
- d. 1131 Columbia Street, APN 5317-012-900
- e. 1707 Meridian Avenue, APN 5310-031-903
- f. 1008 Hope Street & 1002 Hope Street/726 Meridian Avneue, APN 5315-013-906
- g. 215 Fairview Avenue, APN 5317-007-903
- h. 302 Fairview Avenue, APN 5317-012-903
- i. 529 Prospect Avenue, APN 5317-036-904
- j. 530 Orange Grove Avenue, APN 5317-036-900
- k. 534 Orange Grove Avenue, APN 5317-036-903
- l. 535 Meridian Avenue, APN 5317-036-903
- m. 540 Prospect Avenue, APN 5317-035-901
- n. 901 Bonita Drive, APN 5310-020-903
- o. 885 Oneonta Drive, APN 5310-022-902; 5310-022-901; 5310-022-903
- p. 1037 & 1039 Grevalia Avenue, APN 5315-012-903
- q. 808 Valley View Road, APN 5310-020-901
- r. 822 Valley View Road, APN 5310-020-902

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: State of California, Department of Transportation

Under Negotiation: Price and Terms of Payment

- 2. Property Address: 1503 and 1507 El Centro, APN 5315-003-903 and APN 5315-003-904

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: Stephen Godwin and Sally Smythe

Under Negotiation: Price and Terms of Payment

City Attorney Roxanne Diaz stated that no reportable action was taken during closed session.

PUBLIC COMMENT

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

In-Person Public Comments:

Bill Ukropina spoke on property for sale.

Josh Betta spoke on the work done on budget.

Sherry Plotkin spoke on Love of Chocolate and Wine event.

Laurie Wheeler spoke on the Winter Arts Crawl event.

Sheila Rossi spoke on the policy around commissioner appointments.

Zoom Public Comments:

Anne Bagasao spoke on Request for Proposal released by the City for Rent Stabilization Program.

Ericka Reed commented on supporting the Ordinance relating to Rent Relocation/Eviction.

PRESENTATION

3. PRESENTATION ON THE WATER QUALITY AUTHORITY FROM MAYOR GONZALEZ OF THE CITY OF AZUSA

City of Azusa Mayor and Water Quality Authority (WQA) Boardmember/Treasurer Robert Gonzalez, and WQA Executive Director Randy Schoellerman, gave presentation on the Water Quality Authority.

4. BLACK HISTORY MONTH PROCLAMATION

Luis Frausto and Mayor Zneimer presented the Black History Month Proclamation.

5. NHA ADVISORS PRESENTATION

John Downs and Craig Hill from NHA Advisors gave a presentation on Introduction to 5-Year Forecast.

CHANGES TO THE AGENDA

6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

Item 18 was pulled from this agenda by the Community Services Department.

CONSENT CALENDAR

Councilmember Braun requested to pull Item Nos. 12, 13, 15 and 16, for separate discussion with no staff reports needed. A motion was made by Councilmember Cacciotti and seconded by Councilmember Braun to approve Item Nos. 7, 8, 9, 10, 11, 14, and 17 of the consent calendar as presented with the corrections in the additional documents. The motion carried 4-0-1, by the following vote:

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

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.

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

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.

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

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.

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

- 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.

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

- 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 6TH 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.

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

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.

Item was pulled for separate discussion by Councilmember Braun.

Councilmember Braun commented on her support for this item.

Councilmember Cacciotti commented on item.

Lieutenant Shannon Robledo responded to Councilmember comments.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 12, as presented by staff. The motion carried 4-0-1, by the following vote:

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

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.

Item was pulled for separate discussion by Councilmember Braun.

Councilmember Braun commented that she served as the liaison to the Library Board and thanked and recognized past Library Board of Trustee member and former President of the Library Board, Dean Serwin, for his service to the Library Board as well as his contributions to numerous other community organizations and civic issues. Councilmember Cacciotti concurred with Councilmember Braun's remarks and noted his many hours of service to the community.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 13, as presented by staff. The motion carried 4-0-1, by the following vote:

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

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.

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

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.

Item was pulled for separate discussion by Councilmember Braun.

Director of Management Services Luis Frausto presented on item and addressed comments made by the City Council.

Councilmember Braun and Mayor Zneimer made suggestions on what they would like to see from the study.

Councilmember Cacciotti also commented on employee retention.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 15, as presented by staff. The motion carried 4-0-1, by the following vote:

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

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.

Item was pulled for separate discussion by Councilmember Braun.

In-Person Public Comment:

Josh Betta made comment on implementation of Springbrook software.

Councilmember Braun requested clarification on the item.

Management Services Director Luis Frausto and City Attorney Roxanne Diaz responded to questions from the City Council.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve Item No. 16, as presented by staff. The motion carried 4-0-1, by the following vote:

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

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.
- 3.

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

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.

Item was removed from agenda by the Community Services Department.

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.

Deputy City Manager Domenica Megerdichian and CEO of the South Pasadena Chamber of Commerce Laurie Wheeler, presented on item.

Staff responded to questions and concerns from City Councilmembers.

In-Person Public Comment:

Laurie Wheeler spoke on Farmers' Market and the Chambers operational changes, such as the restroom situation.

COUNCIL MOTION AND ACTION

Mayor Zneimer recommends bringing item back to City Council with greater financial analysis inclusive of Chamber deliverables.

Staff responded that it would bring back more information to the City Council.

After extensive discussion, a motion was made by Councilmember Cacciotti and seconded by Councilmember Donovan to continue the item. The motion carried 4-0-1, by the following vote:

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

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.

Finance Director John Downs and Auditor Terry Shay, presented Year End Results and Annual Comprehensive Report for Fiscal Year 2022-2023. Finance Director Downs invited Finance Commission Vice-Chair Sheila Rossi to comment on the item.

Department heads presented accomplishments of the year pertaining to their department.

Staff responded to questions and concerns from the City Council.

In-Person Public Comments:

Josh Betta commented on the budget.

COUNCIL MOTION AND ACTION

After extensive discussion, a motion was made by Councilmember Cacciotti and seconded by Councilmember Braun to receive and file the item. The motion carried 4-0-1, by the following vote:

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

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.

City Attorney Roxanne Diaz presented on the item.

City Attorney responded to questions from members of the City Council.

Zoom Public Comment:

Mark Gallatin commented on item and purchasing requirements.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Braun and seconded by Councilmember Donovan to approve the item, as presented by staff including authorizing the City Manager to take all actions to open escrow including payment of the deposit required under the agreement. The motion carried 4-0-1, by the following vote:

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

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.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Donovan to approve the item, as presented by staff. The motion carried 3-0-1-1, by the following vote:

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

PUBLIC COMMENT – CONTINUED

23. CONTINUED PUBLIC COMMENT - GENERAL

None.

COMMUNICATIONS

24. COUNCILMEMBERS COMMUNICATIONS

Councilmember Braun commented on the Finance Commission meeting and specific requests and questions from the Commission.

Councilmember Braun requested staff to bring back the 2022 analysis report on consolidation of commissions to the City Council and revisit that report as well as the commission appointment process, governance, and training. Mayor Zneimer concurred in the request.

Councilmember Braun requested staff to look into term limit issues on Elected Officials including City Councilmembers and the Treasurer. Councilmember Cacciotti concurred in the request.

City Attorney Diaz made comments that her office would be providing training to all of the City's commissions and advisory bodies on the Brown Act and Conflicts of Interest and those meetings are open to the public. In addition, a separate training will be provided to staff. The training is provided free of charge as part of the City Attorney's contract.

Councilmember Cacciotti made comments on attending San Gabriel Valley Council Government meeting. He also attended El Monte City Library, a meeting with San Gabriel Municipal Water District board member, Holy Families event, and a four-day trip to Washington DC.

Mayor Pro Tem Donovan attended a luncheon with Chinese American Club from South Pasadena at War Memorial building.

Mayor made comments on her and Councilmember Braun attending first meeting with staff on behalf of City Council Ad-hoc Committee for Comprehensive Library Site Plan. Wishing all a Happy Lunar New Year.

25. CITY MANAGER COMMUNICATIONS

City Manager Chaparyan commented on the budget survey being open to public for input.

ADJOURNMENT

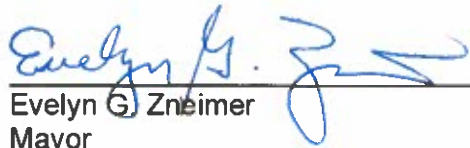
There being no further matters, Mayor Zneimer adjourned the meeting of the City Council at 10:48 P.M., to the next Regular City Council meeting scheduled on Wednesday, February 21, 2024.

Respectfully submitted:



Mark Perez
Deputy City Clerk

Approved:



Evelyn G. Zneimer
Mayor

Attest:



Mark Perez
Deputy City Clerk

Approved at City Council Meeting: March 6, 2024