



Wednesday, August 21, 2019
Minutes of the Regular Meeting of the City Council

CALL TO ORDER

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Khubesrian on Wednesday, August 21, 2019, at 7:44 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers Cacciotti (arrived at 8:25 p.m.), Mahmud, and Schneider; Mayor Pro Tem Joe; and Mayor Khubesrian.

Absent: None

City Staff

Present: City Manager DeWolfe; City Attorney Highsmith; and Chief City Clerk Ayala were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

Interim Deputy City Clerk Miriam Ferrel led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation, Pursuant to Government Code Section 54956.9(d)(2):

Number of Potential Cases: 3

B. Initiation of Litigation

CONFERENCE WITH LEGAL COUNSEL – Initiation Of Litigation, Pursuant to Government Code Section 54956.9(d)(4):

Number of Cases: 1

C. Public Employee Performance Evaluation

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code Section 54957(b)(1):

Title: City Manager

City Attorney Highsmith reported the following:

Item No. A: City Council received briefings and provided direction to staff regarding the agenda items, but did not take any reportable action.

Item No. B: No discussion.

Item No. C: City Council received briefings and provided direction.

PRESENTATIONS

2. Merchant Minute

South Pasadena Chamber of Commerce President Laurie Wheeler introduced *Adobe Design* business owner Sue Stanger.

Ms. Stanger discussed her business and shared photos.

3. Certificate of Recognition: Michelle Hammond, Owner, The Munch Company

Mayor Khubesrian presented a Certificate of Recognition to The Munch Company business owner Michelle Hammond.

Ms. Hammond discussed her business and thanked the Council.

4. Presentation by the Pasadena Humane Society on Available Animal Adoptions

Loni Watson, from the Pasadena Humane Society, introduced canine "Jack" for adoption.

5. Arts Invocation – South Pasadena Arts Council (SPARC)

Mayor Khubesrian introduced artists Deborah van der Zaag and David Johnston whose works are featured at the SPARC Art Gallery at City Hall.

Ms. van der Zaag discussed background information about her art.

Mr. Johnston discussed his artwork and presented his camera used for his photography.

PUBLIC COMMENTS

Minerva Garcia, South Pasadena Resident, commented on the officer involved shooting of Vanessa Marquez.

Diana Martinez, editor of San Fernando Valley Sun Newspaper, continued comments on the officer involved shooting of Vanessa Marquez.

Michael Carreon, South Pasadena Resident, expressed concerns over the public consumption of alcoholic beverages in the park during the summer concerts.

Sean Abajian, elected President of New Prospects Housing in South Pasadena, asked the City to exercise its rights to refuse a purchase of the 626 Prospect property from Caltrans and assign it to Heritage Housing.

Alison Smith, South Pasadena Resident, shared concerns over sewer issue on her property, and the City's response in handling the issue to date.

Laurie Wheeler, South Pasadena Chamber of Commerce President, announced the 20th Anniversary of the Farmer's Market event taking place tomorrow.

Madeline DiGiorgi, South Pasadena Resident, announced the upcoming "Repair Café" event.

COMMUNICATIONS

6. Councilmembers Communications

Councilmember Schneider commented on the CalTrans property purchase and requested that an agenda item be placed on both Open and Closed Session agendas for the next two City Council meetings.

Councilmember Mahmud explained the process regarding the CalTrans property purchase with emphasis on the financial implications before the City proceeds; announced the Free Household Hazardous and Electronic Waste Recycling event scheduled for August 31st at South Pasadena School District headquarters; and thanked the Police Department for their recent presentation, on Living with Wildlife, in collaboration with the Humane Society and hopes this could be repeated in the near future.

Councilmember Cacciotti reported on the San Gabriel Valley Council of Government's recent action regarding the Gold Line and shared a photo of the Gold Line map.

Mayor Khubesrian thanked the Police Department for a great National Night Out event.

7. City Manager Communications

City Manager DeWolfe introduced Senator Anthony Portantino's District Representative David Kim, new City employees Chief City Clerk Maria E. Ayala and Deputy Public Works Director Julian Lee; and announced the City's new "4-10" City Hall business hours schedule.

8. Reordering of and Additions to the Agenda

Mayor announced that Agenda Item No. 21 is postponed to a future meeting.

CONSENT CALENDAR

Councilmember Cacciotti requested to pull Item Nos. 9 and 16 for separate discussion.

Councilmember Schneider requested to pull Item Nos. 11 and 17 for separate discussion.

Councilmembers Cacciotti and Mahmud requested to pull Item No. 14 for separate discussion.

Mayor Khubesian requested to pull Item No. 20 for separate discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve Consent Calendar Items Nos. 10, 12, 13, 15, 18, and 19.

10. Monthly Investment Reports for June 2019

Received and filed the monthly investment reports for June 2019.

12. Adoption of a Resolution Supporting and Authorizing the City Manager to File an Application for the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 – Proposition 68

1. Adopted a resolution approving an application for the Proposition 68 Per Capita Grant Fund; and
2. Authorized the City Manager or their designee to sign the applications and all related grant documents.

13. Authorize the Second Amendment with West Coast Arborist Inc. for 2019-20 Fiscal Year Urban Forestry Services in a Total Not-to-Exceed Amount of \$379,500

Authorized the City Manager to execute the second Contract Amendment with West Coast Arborists Inc., in an amount not-to-exceed \$379,500, for 2019-20 Fiscal Year Urban Forestry Services.

15. Appointment of Voting Delegate and Alternate to Represent the City of South Pasadena at the 2019 League of California Cities' Annual Business Meeting

Appointed Mayor Khubesrian as the City of South Pasadena's voting delegate, and Councilmember Mahmud as the voting alternate for the League of California Cities' 2019 Annual Business Meeting on Friday, October 18, 2019, at the Long Beach Convention Center.

18. Adoption of a Resolution Authorizing Submittal of a Grant Application to Participate in the Used Oil Payment Program

1. Adopted a resolution authorizing the submittal of a grant application to participate in the State of California Department of Resources Recycling and Recovery's (CalRecycle) Used Oil Payment Program; and
2. Authorized the City Manager to execute all documents required to obtain the grant.

19. Adoption of a Resolution Supporting and Authorizing the City Manager to File Applications for the Senate Bill 2 Planning Grants Program

Adopted a resolution supporting and authorizing staff to file applications for Senate Bill 2 Planning Grants.

ITEMS PULLED FROM THE CONSENT CALENDAR

9. Prepaid Warrants, General City Warrants, and Payroll

Councilmember Cacciotti asked staff to respond to his inquiry regarding Garfield Park exit door repair on page 9-11.

No public comment provided.

MOTION BY COUNCILMEMBER CACCIOTTI SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 307796 – 308049 in the amount \$1,419,304.69; General City Warrants Nos. 308050 – 308175 in the amount of \$977,371.14; Payroll dated July 12, 2019 in the amount of \$741,495.02, July 19, 2019 in the amount of \$186,496.41, July 26, 2019 in the amount of \$647,135.57, and August 9, 2019 in the amount of \$943,861.11; Wire Transfers (LAIF) in the amount of \$3,000,000.00; Wire Transfers (Acct #2413) in the amount of \$22,000.00, and Wire Transfers (Acct #1936) in the amount of \$5,000.00.

11. Adoption of Resolution Establishing a Code of Ethics and Conduct Policy for Elected and Appointed Officials

Agenda Item No. 11 was PULLED and will be continued to a future meeting.

14. Approve the Fiscal Year 2019-20 Street Improvement Project List

Councilmember Cacciotti inquired with City Attorney Highsmith regarding a potential conflict of interest. Councilmember Cacciotti was advised to abstain.

At the request of Councilmember Mahmud, Public Works Director Shahid Abbas provided background information on the project list.

No public comment provided.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM JOE, CARRIED 4-0 (1- Abstention, Cacciotti), to authorize the City Manager to execute the second Contract Amendment with West Coast Arborists Inc., in an amount not-to-exceed \$379,500, for 2019-20 Fiscal Year Urban Forestry Services.

16. Approve an Agreement with the City of Pasadena to Provide them with Supplemental Law Enforcement Services for a Period of Three Years

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve an agreement (amendment to reflect effective date of agreement to be August 21, 2019) for supplemental law enforcement services with the City of Pasadena Police Department for large-scale, preplanned events for a three-year term.

17. Authorization to Execute a Contract Amendment with PayTech Payroll Implementation Services for an additional \$30,000 for a Total Not to Exceed Amount of \$90,000

Councilmembers discussed the item at length. Concerns raised over: project increased cost, level of service, implementation process, timeline to completion; and implications if the proposed were to be rejected. Acting Finance Director Karen Aceves provided responses and information accordingly. City Attorney Highsmith also provided insight on the contract amendment. Councilmember Schneider requested that Staff provide a report to Council on what the City was able to recover due to project delay, once the program has been fully implemented.

No public comment provided.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 4-1 (1-No, Mahmud), to authorize the City Manager to execute an amended agreement with PayTech to assist with the implementation of additional payroll implementation services for an additional \$30,000 for a new total not-to-exceed contract amount of \$90,000.

20. Discretionary Fund Request from Mayor Khubesian for up to \$5,000 to Host the Convening of Los Angeles County Mayors

Mayor Khubesian presented information on the Convening of Los Angeles County Mayors event. Council provided additional input.

No public comment provided.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE CARRIED 5-0, to approve a Discretionary Fund request by Mayor Khubesian for up to \$5,000 to host the Convening of Los Angeles County Mayors in September.

PUBLIC HEARING ITEMS

21. Appeal of Planning Commission Decision (2180-APPEAL) Project No. 2221-APPEAL 817 Orange Grove Place (APN: 5315-018-064)

Agenda Item #21 was PULLED and will be continued to a future meeting.

ACTION/DISCUSSION

22. Approval of Grants Management Plan for Fiscal Year 2019-2020

Management Analyst Marisol Romero provided a PowerPoint presentation and responded to Councilmember questions. Councilmember Mahmud commented on the importance of grant funding for City operations.

No public comment provided.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE CARRIED 5-0 to:

1. Approve the Grants Management Plan for fiscal year 2019-20;
2. Adopt the Grants Policies and Procedures Manual; and
3. Authorize the City Manager to sign relevant documents for the grants identified in the Plan.

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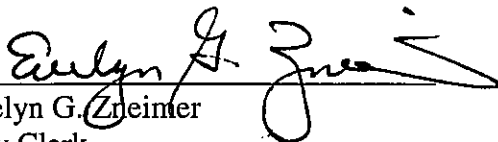
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ADJOURNMENT

Mayor Khubesrian announced the cancellation of the upcoming Regular City Council Meeting of September 4, 2019 and that Council would call a Special Meeting should items need to be addressed in advance of the next Regular City Council Meeting of September 18, 2019. City Attorney Highsmith responded to Council questions regarding the differences between Regular and Special meeting agendas regarding content and permissible public comment pursuant to the *Brown Act*.

There being no further business, at 9:47 p.m. Mayor Khubesrian adjourned the meeting.



Evelyn G. Zneimer
City Clerk



Marina Khubesrian, M.D.
Mayor