



Wednesday, March 4, 2020
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 Joe on Wednesday, March 4, 2020, at 7:40 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers Cacciotti, Khubesrian, and Schneider; Mayor Pro Tem Mahmud; and Mayor Joe.

Absent: None

City Staff Present: City Manager DeWolfe; Assistant City Attorney Jared; City Clerk Zneimer; 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

Councilmember Richard Schneider led the Pledge of Allegiance.

INFORMATION REPORTS

Mayor Joe announced Item No. 18 would be heard first and provided brief comments on the City's engagement with the changes brought by the Los Angeles County Department of Public Health to stop the spread of COVID-19.

18. Briefing on Coronavirus

Fire Chief Paul Riddle and Division Chief Eric Zantesson presented an informational PowerPoint presentation.

Councilmembers had various questions and comments regarding the availability of testing, concerns over the safety of the City's First Responders, sufficient staff coverage should First Responders become exposed, and concerns over the senior citizen populations and the services provided to them.

Chief Riddle and Division Chief Zanteson provided responses accordingly.

Public Comment:

1. Sam Burgess – Thanked City staff and Council for the briefing and expressed concern for retirement home on Prospect and the hospital.

Chief Riddle provided information about the Los Angeles County Department of Public Health task force who will provide guidance to these types of centers.

Councilmember Khubesrian provided information on the importance of washing your hands with soap and water, and using the appropriate hand sanitizers to help combat the virus.

Mayor Joe resumed the normal order of the agenda.

1. CLOSED SESSION ANNOUNCEMENTS

Assistant City Attorney Jared reported the Council met to discuss one item. Direction was provided to pursue litigation at this time; however, the defendant matter will not be identified due to the ability to serve the entity.

A. Initiation of Litigation

CONFERENCE WITH LEGAL COUNSEL - Initiation of Litigation

(Government Code § 54956.9(d)(4))

Number of Potential Cases: 1

Assistant City Attorney Jared also reported out on the Special Closed Session that was held on Friday, February 28, 2020 at 6:30 p.m. One matter was discussed with Council; no reportable action taken.

A. Anticipated Litigation

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

Number of Potential Cases: 1

PRESENTATIONS

2. Helen Putnam Award to South Pasadena

Jennifer Quan presented the Award to the City on behalf of the California League of Cities. Receiving the Award were Mayor Joe, Councilmember Khubesrian; Youth Commission Members: Zack Quezada, Juliana Fong, and Camille Whetsel; and Senior Citizen Commissioner Cindi Knight. Commissioner Quesada said a few words about the “Tech Day”.

3. Energy Upgrade Proclamation

The Proclamation was presented by Mayor Joe and Mayor Pro Tem Mahmud to Arpy Kasparian (Water Conservation and Sustainability Analyst) and Energy Upgrade Representatives: Laura Rosenthal and Hope Christman. Ms. Rosenthal provided a PowerPoint presentation on Energy Upgrade and responded to questions and comments from City Council.

Mayor Pro Tem Mahmud had questions regarding resources available for homeowners to assist with making their homes more energy efficient. Ms. Rosenthal responded accordingly.

4. Arbor Day Proclamation

The Proclamation was presented by Mayor Joe to Arpy Kasparian and Marianne Veach from *South Pasadena Beautiful*. Ms. Veach said a few words about the organization's work with tree maintenance and planting, and announced the upcoming 2020 Garden Tour scheduled for April 18.

COMMISSION APPOINTMENTS

5. Authorize Commission Appointments

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYPR PRO TEM MAHMUD, CARRIED 5- 0, to:

1. Appoint the following resident to an unexpired term ending December 31, 2020:
 - Edward Elsner, Finance Commission

PUBLIC COMMENTS

- Micah Haserjian – Expressed opposition to Project 2191-HDP/TRP Moffett St. Extension and spoke about the effects the Project may have to the community.
- Brenda Contreras – Expressed opposition to Project 2191-HDP/TRP Moffett St. Extension and concerns she has for her home, the community, and the accountability of the developer.
- Kenneth Simoneit: Expressed opposition to Project 2191-HDP/TRP Moffett St. Extension

Mayor Joe asked City Manager DeWolfe to provide a brief update on Project 2191-HDP/TRP Moffett St. Extension for the next City Council meeting. City Manager DeWolfe answered the Project is scheduled to go before the Planning Commission, and clarified the development is taking place in the City of Los Angeles with the street extension being the only portion in the City of South Pasadena.

Councilmember Schneider inquired as to why the Project would not be presented to the Natural Resources and Environmental Commission if removal of endangered trees is involved. City Manager DeWolfe provided information about the Planning Commission's

review process. Councilmember Schneider asked that the Planning Commission refer tree removal matters to the Natural Resources and Environmental Commission.

Councilmember Cacciotti asked for a report at the next City Council meeting to include information for residents' rights on filing an appeal, or if a Councilmember may also make an appeal.

Mayor Pro Tem Mahmud suggested that there be a determination of whether or not the Natural Resources and Environmental Commission has jurisdiction over this Project, and that the City ensure that the Project is referred to the proper commission for review.

City Manager DeWolfe ensured that the review of the Project would be in compliance with the City's ordinances.

- Jae Chung – Expressed opposition to Project 2191-HDP/TRP Moffett St. Extension and concern for children who live in the area near the development.

Councilmember Cacciotti had questions about the location of Maycrest Ave.; Mr. Chung responded accordingly.

Mayor Pro Tem Mahmud asked staff to provide a determination if Natural Resources and Environmental Commission has jurisdiction on the project so that the commission can hear public comments from the Community.

City Manager DeWolfe asked those who spoke regarding Project 2191-HDP/TRP Moffett St. Extension provide their contact information to Tamara Binns, Executive Assistant to the City Manager.

- Paul Dominguez – Expressed opposition Project 2191-HDP/TRP Moffett St. Extension and concerns over the lack of transparency regarding the project.

Councilmember Cacciotti recommended Mr. Dominguez speak to City of Los Angeles Councilmember Huizar's Office regarding his concerns over the project.

Councilmember Khubesrian inquired about how the development was being supplied with water. Mr. Dominguez responded he did not have that information.

- Mark Gallatin (President of South Pasadena Preservation) – announced and invited all to the "Happy Birthday South Pasadena, Staying Great Since 1888".
- Sharon Dominguez – Expressed opposition for Project 2191-HDP/TRP Moffett St. Extension and concern of the transparency regarding the project.

Councilmember Cacciotti asked Ms. Dominguez if the noticing was sent from the City, to which she responded that it had been.

- Jan Marshall – Spoke regarding City's website access to City budget information; and concerns over the recent Finance Director appointment.

Mayor Pro Tem Mahmud offered Ms. Marshall assistance on locating the City budget information on the City's website.

- Sam Burgess – Expressed concerns over how absentee ballots were being collected at the local vote centers during the March 3 Election.
- Nancy Lidner – Expressed opposition to Project 2191-HDP/TRP Moffett St. Extension and concern over the effect the project may have on the community.
- Robert Figel – Expressed concerns over bicyclists at Arroyo Park.

Mayor Joe asked Sheila Pautsch, Community Services Director, who was present at the meeting to assist Mr. Figel with his concern.

- Alan Ehrlich – Expressed concerns over impending negotiations with TowerPoint as indicated on the closed session agenda; also commented on the progress of recent public records requests he submitted.
- Anne Bagasao – Commented on the City's plan to allow Code Enforcement officers to conduct inspections as indicated in the City's Strategic Plan and the General Plan. Expressed concerns over how this may have an adverse effect on renters.
- Gregory Gontz – Commented on EV parking stations being installed at the Mission Bell Mix-Use Project and asked the City to consider installing more EV parking stations.
- John Srebalus – Commended Berry Opera Bakery and encourages all to visit the bakery. Commented on the recent election and shared viewpoints to consider when voting.
- Evelyn Zneimer – Commented on having volunteered at both Vote Centers in South Pasadena during yesterday's election, and shared observations about the various processes and protocols.

COMMUNICATIONS

6. Councilmembers Communications

Councilmember Cacciotti displayed pictures of and reported on the following: City's construction project where a tree was cut down by the developer; meeting with Mayor Joe and resident Nick Banger about the development in the Monterey Hills area; attending a recent Animal Commission meeting; City's Vote Center and activity over the weekend and Monday and Tuesday; flooded area at Garfield Park; local residents riding the Gold Line Metro; and an agenda for the meeting of the Santa Monica Mountain Conservancy and explained the subject matter within the Conservancy's purview.

Councilmember Khubesrian commended Mayor Joe and staff for the 2020 Commissioner Congress and reported on the following: attended the Cultural Heritage Commission, the South

Pasadena Tournament of Roses Committee; her experience at the Vote Center and recommended voters use the LA Vote App and asked for staff to provide a report or feedback on the Vote Centers to the County and statistics on how South Pasadena voters voted (seconded by Councilmember Cacciotti); and her visit to the South *Pawsadena* Dog Park over the weekend.

Councilmember Schneider announced a community meeting taking place on March 5th on Fremont Ave. to discuss traffic issues on Fremont. Councilmember Schneider also expressed concerns over the lack of action and response from Caltrans on the City's housing application, and suggested letter from the City be sent to Senator Portantino and Assemblyman Holden asking for a decision to be made on California Housing (seconded by Mayor Joe).

Mayor Pro Tem Mahmud reported on the following: attended the meeting of the San Gabriel Valley Council of Governments where the Board approved funds to address homelessness; attended a Town Hall sponsored by Senator Portantino on SB45; asked Staff to provide a presentation on the status of the City's efforts on the developments for Arroyo Seco Park; as Council Liaison to the Planning Commission announced the upcoming meeting on March 10th, and the topics on the agenda; attended recent meeting of the County Safe Clean Water Program Scoring Committee; and announced a Festival of Balloons Committee Special meeting scheduled for March 11th and asked the public to participate if available to assist the Committee; reported she opted to become a permanent absentee ballot and recommends others consider doing the same; and, lastly, announced the upcoming Teen Vaping Forum being held on March 5th (flyer displayed).

Mayor Joe congratulated the AYSO Region 214 U-13 Youth soccer team for going undefeated, winning their division and sectional championship, and qualifying to play in Arizona for the Western State AYSO Championship.

7. City Manager Communications

City Manager DeWolfe announced the upcoming dates for meetings on the 2020 General Plan and Downtown Specific Plan discussions (flyer displayed), and announced that the City is seeking candidates for the Public Works and Mobility and Transportation Infrastructure Commissions (informational item displayed on each commission's area of jurisdiction).

8. Reordering of and Additions to the Agenda

Mayor Pro Tem Mahmud requested that Item No. 17 be addressed first under Action/Discussion.

Mayor Joe requested the following: Item No. 10, 2019 Commission Annual Reports & 2020 Commission Work Plans, be pulled and brought back on the March 18th Regular City Council meeting; and that Item No. 16 be moved and placed under Consent Calendar as the resolution only calls for a minor technical change and that the original resolution had already been approved by the Council; and that Item No. 12 be pulled from the Consent Calendar and a presentation be provided by Finance Director Karen Aceves.

No objection from Council.

CONSENT CALENDAR

No public comment on Consent Calendar.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve Consent Calendar Items Nos. 9, 11, and 16.

9. Approval of Prepaid Warrants in the Amount of \$1,117,551.44. General City Warrants in the Amount of \$175,613.74. Voids in the Amount of (\$4,490.03).

City Council approved the warrants as presented.

10. 2019 Commission Annual Reports & 2020 Commission Work Plans

Recommendation

It is recommended that the City Council receive and file the 2019 Commission Annual Reports and the 2020 Commission Work Plans.

Item No. 10 was continued by Mayor Joe to the March 18 Regular City Council Meeting.

11. Authorize the City Manager to Execute Professional Services Agreements with ActiveSGV in the Amount of \$210,000 and Right of Way, Inc. in the amount of \$78,210 for Service Associated with the Planning and Hosting of the 626 Golden Streets Arroyo Fest

City Council authorized the City Manager to execute a:

1. Professional Services Agreement (PSA) with Active San Gabriel Valley (ActiveSGV) for services associated with the planning and hosting of the 626 Golden Streets Arroyo Fest (Arroyo Fest) in the amount of \$210,000; and
2. PSA with Right of Way, Inc. (ROW) for traffic control services associated with Arroyo Fest in the amount of \$78,210.

16. Adoption of a Revised Resolution No. 7642 Supporting and Authorizing the City Manager to File Applications for the Senate Bill 2 Planning Grants Program

City Council adopted **Resolution No. 7642** a revised resolution supporting and authorizing staff to file applications for Senate Bill 2 (SB 2) Planning Grants

PUBLIC HEARING

13. Public Hearing for First Reading and Introduction of an Ordinance for Zoning Code Amendment 0063-ZCA Amending Section 36.300.040 (Height Limits and Exceptions) of

Division 36.300 (General Property Development and Use Standards) of Article 3 (Site Planning and General Development Standards) of Chapter 36 (Zoning) of the South Pasadena Municipal Code Regarding Parkway Landscaping Height Limits at Intersections

Margaret Lin, Manager of Long Range Planning and Economic Development, presented the staff report.

Councilmember Schneider and Councilmember Cacciotti asked questions regarding vegetation, and vehicles. Manager Lin responded to questions accordingly.

Mayor Joe opened the Public Hearing at 9:38 p.m.

No public comment provided.

Mayor Joe closed Public Hearing at 9:38 p.m.

Chief City Clerk Ayala read the title of the proposed ordinance for the record.

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to conduct a public hearing for first reading and introduction of an Ordinance for Zoning Code Amendment 0063-ZCA amending Section 36.300.040 (Height Limits and Exceptions) of Division 36.300 (General Property Development and Use Standards) of Article 3 (Site Planning and General Development Standards) of Chapter 36 (Zoning) of the South Pasadena Municipal Code (SPMC) Regarding Parkway Landscaping Height Limits at Intersections.

ACTION/DISCUSSION

- 17. Authorize the City Manager to Execute 1) Professional Service Agreement with PlaceWorks in the Amount of \$267,598 to Update the City's Housing Element; 2) First Contract Amendment with PlaceWorks for Additional Public Outreach and Extend the General Plan Update and Downtown Specific Plan Contract Term to December 31, 2021 for a Total Not-To-Exceed Amount of \$235,312; 3) Second Amendment to the Professional Services Agreement with Psomas for Additional Environmental Analysis and Extend the Contract Term by to December 31, 2021 for a Total Not-To-Exceed Amount of \$229,259; and 4) Reallocate \$222,974 from a designated reserve fund to the Planning and Building Department Professional Services Account for Fiscal Year 2019-20**

City Manager DeWolfe provided background information on the item.

Joanna Hankamer, Director of Planning and Building, provided the staff report.

Manager Lin provided a PowerPoint presentation of the Regional Housing Needs Assessment.

City Council asked questions regarding project phases, funding, allocation of units, appeal processes, zoning capacities, water sources for future development projects, etc. City Manager DeWolfe, Manager Lin, Director Hankamer, and Mark Hoffman (PlaceWorks) responded to questions accordingly.

Public Comment:

- Chief City Clerk Ayala announced a public comment submitted over-the-counter prior to the meeting and read it into the record: Chris Bray – Objected to use of financial reserves without prior review by the Finance Commission.
- Alan Ehrlich – Asked various questions regarding the proposed contract amendments.

Mayor Pro Tem Mahmud commented on the cost control mechanisms that are built into the contracts.

Mayor Joe inquired as to the possibility of presenting this item to the Finance Commission. City Manager DeWolfe informed Council about the strict deadlines and the need for action to be taken tonight and an informational item being taken to the Finance Commission. Councilmember Khubesrian and Mayor Joe supported the City Council taking action tonight, and an informational item be taken to the Finance Commission.

Mayor Joe and Mayor Pro Tem Mahmud discussed alternatives to having one contract and risks to having multiple contracts.

Mayor Pro Tem Mahmud asked that the City send a letter, if not already done so, to elected State representatives regarding the issues with the goals established by the State. Staff confirmed that one letter had already been sent to SCAG.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to authorize the City Manager to execute:

1. Professional Services Agreement (PSA) with PlaceWorks in the amount of \$267,598 to update the City's Housing Element; and
2. First Amendment to the PlaceWorks PSA to provide additional public outreach and extend the General Plan Update and Downtown Specific Plan (GP/DTSP) contract term to December 31, 2021 in the amount of \$106,579 for a total not-to-exceed amount of \$235,312; and
3. Second Amendment to the PSA with Psomas to provide additional environmental analysis and extend the contract term to December 31, 2021 in the amount of \$88,797 for a total not-to-exceed amount of \$229,259; and
4. Reallocate \$222,974 from a designated reserve fund, as determined by the City Council, to the Planning and Building Department Professional Services Account (101-7010-7011-8170) for Fiscal Year 2019-20.

City Manager DeWolfe requested a clarification from Council on Item No. 4 of Staff's recommendation. The point of clarification to be that the funds be taken from the Slater

Reserve Fund. Funds borrowed would be replaced in the future when the funds become available. Council agreed without objection.

12. Receive and File Mid-Year Financial Report

Karen Aceves, Finance Director, provided a PowerPoint presentation.

City Council had various questions regarding sales tax, 2018-19 FY Audit Report, budget outreach plans, cash flow, changes in the City's unfunded liability amortization schedules, City's revenues, etc.

City Manager DeWolfe and Director Aceves responded to questions accordingly.

Public Comment:

- Alan Ehrlich – Asked Director Aceves to elaborate on the projections of additional funds and the sources of these funds.

Director Aceves provided information on funds coming from the City's sales tax measure.

City Council had additional questions regarding continuation of the UUT and inquired about future updates and presentations being provided to the public.

Director Aceves confirmed the continuation of the UUT, that future presentations would be provided, and that the budget outreach plan would also be presented to the Finance Commission.

City Council received and filed the Mid-Year Financial Report without objection.

14. Receive and File 2019-20 Strategic Plan Quarter 2 Update and Approve Modifications to the Plan

City Manager DeWolfe provided the staff report.

City Council had various questions regarding the processes of drafting of an ordinance addressing soft story buildings, parking policies in the General Plan, construction of ADUs, possibly conducting a parking study and real estate analysis, etc.

City Manager DeWolfe and Director Hankamer responded to questions accordingly.

No public comment provided.

City Council received and filed the 2019-20 Strategic Plan Quarter 2 Update and Approved Modifications to the Plan without objection.

15. Approval of the Creation of a Traffic Enforcement Bureau in the Police Department

Chief of Police Ortiz provided the staff report.

City Council had various questions regarding officers' working hours and holidays, allocation of staff resources, neighborhood watch, motorcycle patrol, addressment of speeding complaints, training for Traffic Enforcement Officers, flexibility of officers addressing non-traffic crimes, etc.

Chief Ortiz responded to questions accordingly.

Mayor Pro Tem Mahmud asked that the item be reviewed by the Public Safety Commission and then be brought back to Council.

Public Comment:

- Chief City Clerk Ayala announced a public comment submitted over-the-counter prior to the meeting and read the item: Chris Bray – supports the creation of a traffic enforcement bureau in the Police Department, but objects to restructuring of the public safety department without prior review by the Public Safety Commission.
- Alan Ehrlich – Expressed concerns over subject matter being allowed to also be reviewed by the Public Safety Commission.
- Bianca Richards – Expressed support of the item, but shared concerns of having the subject matter reviewed by Public Safety Commission and perhaps the new Mobility and Transportation Infrastructure Commission as well.

Councilmember Cacciotti moved the item to approve staff recommendations, provide for review by the Public Safety Commission at their next meeting to provide recommendations and advice to Council, and that a report be brought to Council after six months after implementation.

Mayor Pro Tem Mahmud made a substitute motion to not take action on this matter to hear the recommendation of the Public Safety Commission, and continue this item until our next meeting. Schneider second.

Councilmember Khubesrian commented on the item not being pulled from the agenda as it involves restructuring of a department. Councilmember Cacciotti expressed agreement to Councilmember Khubesrian's comments.

Mayor Pro Tem Mahmud further explained the appropriateness of having the item go the Public Safety Commission first.

SUBSTITUTE MOTION BY MAYOR PRO TEM MAHMUD, SECOND COUNCILMEMBER SCHNEIDER BY, CARRIED 3-2 (Cacciotti, Khubesrian) to have the item presented to Public Safety Commission first.

Councilmember Khubesrian requested the item be added to the consent calendar when it is next presented to Council.

ADJOURNMENT

Mayor Joe announced the next regular City Council Meeting on March 18. There being no further business, at 11:20 p.m. Mayor Joe adjourned the meeting.

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Evelyn G. Zneimer
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Evelyn G. Zneimer
City Clerk

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Robert S. Joe
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Robert S. Joe
Mayor