



Wednesday, June 17, 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, June 17, 2020, at 7:50 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

A brief introduction was provide by Mayor Joe of the procedures in place in an effort to prevent the spread of COVID-19.

ROLL CALL

Present via Zoom: Councilmembers Cacciotti, Khubesrian, and Schneider; Mayor Pro Tem Mahmud; and Mayor Joe. (Councilmember Schneider was in the process of joining the meeting while roll call took place.)

Absent: None

City Staff Present: City Manager DeWolfe (in attendance via Zoom); City Attorney Teresa Highsmith (in attendance via Zoom); and Chief City Clerk Ayala were present at Roll Call.

PLEDGE OF ALLEGIANCE

Police Chief Joe Ortiz led the flag salute.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association

- South Pasadena Public Service Employees' Association
- South Pasadena Public Service Part Time Employees' Association

City Negotiators: City Manager Stephanie DeWolfe; Interim Human Resources Manager Michael Casalou

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: Wireless Facilities Located at 701 La Portada Street, 815 Mission Street, 614 Stoney Drive, and 1055 South Lohman, South Pasadena.

Agency Negotiator: Stephanie DeWolfe, City Manager

Negotiating Parties: American Tower, Crown Castle, Everest Infrastructure, Mobility, SBA Communications, Tilson, TowerPoint, Tower Ventures, and Wireless Propco.

Under Negotiation: Price and terms of payment for proposed master lease agreement(s).

Item added to the agenda:

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

Number of Potential Cases: 1

City Attorney Highsmith reported the following:

Item A – City Council received a briefing by the City's Labor Negotiator regarding the status of negotiations with the City's bargaining units and unrepresented employees. Direction was provided by City Council to the City's Labor Negotiator.

Item B - City Council received a briefing from the City's Real Property Negotiator to consider entering into a master lease regarding the City's seven cell tower leases. Direction was provided by City Council to the City's Real Property Negotiators.

Item C - City Council met to discuss a matter of Anticipated Litigation. City Council voted unanimously to release a redacted version of the previously confidential Citygate Associates, LLC Report for review of the Finance Commission and public view.

2. Public Comments - General

Mayor Joe announced that starting with the tonight's City Council meeting, public comments would be accepted until 12 p.m. the day of the City Council meeting. Comments received would be uploaded to Additional Documents and become part of the final meeting record.

Chief City Clerk Ayala read the public comments received aloud.

Public Comment:

- Casey Law – Expressed concerns regarding the barrier that separates Via Del Rey from Van Horne Ave. and the speculated reasons for the its construction.
- Betty Emirhanian – Expressed concerns regarding the June 10th City Council meeting and public comment procedures.
- Alan Ehrlich – Expressed opposition to any City negotiations regarding the selling of property leases for cellular towers.
- Paula Scott – Provided comments about the South Pasadena Police Department, political statements and displays regarding the Blue Lives Matter movement.
- Wende Lee – Expressed concerns over traffic and safety for pedestrians on Oak Street.
- Martin Dattola – Expressed concerns for defunding the South Pasadena Police Department.
- Larry Abelson – Expressed concerns for the City’s transparency regarding Measure M and R funds.
- Ron Rosen – Expressed concerns for the City’s financial transparency.
- Delaine, Russell, and Sara Shane – Expressed concerns over traffic on Meridian Ave. (public comment was submitted with signatures from an additional 25 individuals)
- Kimberley Hughes – Expressed concerns regarding the City’s street and roadway projects.
- Libby Rainey – Asked City Council to host a Town Hall to share public views on policing.
- Elizabeth Bagasao – Expressed concerns regarding statements the City Manager made regarding the audit firms previously contracted by the City.

COMMUNICATIONS

3. Councilmembers Communications

Councilmember Khubesrian shared comments regarding the City’s efforts to address racism and racial biases; etc. Councilmember Khubesrian motioned to hold a Virtual Town Hall to provide the residents the opportunity to comment. A second was provide by Councilmember Schneider.

Councilmember Schneider shared concerns from the Mobility and Transportation Infrastructure Commission regarding the City’s projects list changes; asked City Manager

DeWolfe regarding the 2019 Fiscal Year Audit reports; etc. Councilmember Schneider motioned to provide \$4,000 from his discretionary fund for the Ray Bradbury Stained Glass Windows in the City's Library. A second was provided by Mayor Pro Tem Mahmud.

Councilmember Schneider also asked if the traffic study regarding Meridian Ave. had concluded and motioned to have the results of the study on a future agenda for City Council discussion. A second was provided by Councilmember Cacciotti.

Councilmember Cacciotti requested to have the 2018-19 Homeless Plan on a future agenda; reported on recent protests; etc.

Mayor Pro Tem Mahmud shared comments regarding the California Power Alliance Board of Director's approval of payment assistance programs; League of California Cities meeting with Senator Mike McGuire and SB1120 discussion; thanked City staff for their hard work; problems of racial and systemic racism; etc.

Mayor Joe spoke in the memory of Kai Leng, a South Pasadena Resident.

4. City Manager Communications

City Manager DeWolfe answered Councilmember Schneider's questions regarding the City's 2019 audit accordingly; displayed a slide announcing the City's Climate Action Plan survey for resident's feedback and its June 25th deadline.

5. Reordering of and Additions to the Agenda

There no reordering of agenda items for this meeting.

CONSENT CALENDAR

Chief City Clerk Ayala announced Additional Documents for Item Nos. 14, 18, and 20.

Councilmember Khubesrian pulled Item No. 14 for individual discussion.

Item No. 15 was pulled from Consent in order to hear public comment on the item.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve Consent Calendar Items Nos. 6-13.

6. Approval of Prepaid Warrants in the Amount of \$112,528.92; General City Warrants in the Amount of \$495,300.18; General City Warrant Voids in the Amount of (\$4,063.79); Supplemental ACH Payments in the Amount of \$9,348.96.

City Council approved the Warrants as presented.

7. Approval of Updated 2020 City Council Meeting Schedule

City Council approve the Updated City Council meeting schedule for the 2020 calendar year adding the August 5, 2020 City Council Meeting.

8. Monthly Investment Reports for April 2020

City Council receive and filed the monthly investment reports for April 2020.

9. Award of Contract to Better 4 You Meals in the Amount of \$85,135 for the Catered Senior Meal Program beginning June 1, 2020 and Fiscal Year 2020-2021, with the Option to Renew the Contract for an Additional Four Year

City Council:

1. Awarded a contract for the Senior Meal Program (Program) to Better 4 You Meals in the amount of \$85,135 for Fiscal year 2020-2021, to provide meals at the Senior Center and for home delivery. The contract will serve for a one-year period. Additionally, in accordance with the Community Development Block Grant (CDBG) guidelines, staff may automatically renew the contract up to four additional years (pending sufficient funds from CDBG), for a contract total of five-years, ending in 2025.
2. Approved starting June 1, 2020; contract with existing caterer will be terminated effective May 30, 2020.

10. Purchase of Carbon Media from Calgon Carbon Corporation for the Wilson Wellhead Treatment System for a Total Not-to-Exceed Amount of \$185,000

City Council authorize the City Manager to purchase carbon media from Calgon Carbon Corporation (Calgon) for a total not-to-exceed amount of \$185,000 (\$178,130 for the bid amount and \$6,870 for contingency) for the Wilson Wellhead Treatment System.

11. Approve an Agreement with Empire Pipe Cleaning and Equipment Inc. for 2020 Sewer System Closed Circuit Television Inspection and Cleaning Project in an Amount Not-to-Exceed \$502,920

City Council:

1. Accepted a bid dated May 14, 2020 from Empire Pipe Cleaning and Equipment Inc. for the 2020 Sewer System Closed Circuit Television (CCTV) Inspection and Cleaning Project (Project);
2. Authorized the City Manager to enter into an agreement with Empire Pipe Cleaning and Equipment Inc., for a bid amount of \$457,200;
3. Authorized a construction contingency ten percent in the amount of \$45,720 for a total amount of \$502,920; and
4. Authorized a budget amendment to transfer \$502,920 from the Sewer Fund reserve to Sewer Account No. 210-9000-9000-9010-000

12. Authorize the Professional Services Agreements with Three On-call Planning Firms to Assist with Major Project Review in the Amount not-to-exceed of \$50,000 per Firm for a Total not-to-exceed Amount of \$150,000 for All Three, Paid for by Project Applicants

City Council authorized the City Manager to execute the Professional Services Agreements (PSAs) with three on-call Planning Firms to assist with Major Project Review in the amount not-to-exceed of \$50,000 per firm.

13. Approval of an Amendment to the Amended and Restated Agreement with Acorn Technology to Extend Term of Agreement for One Year for Information Technology Services

City Council approved an Amendment to the Amended and Restated Agreement with Acorn Technology (Acorn) to extend the term of services for one additional year, through June 2021, for the maintenance and continuity of Information Technology (IT) Services. All other terms of the contract will remain the same, including hourly rates and not-to-exceed total annual maximum amount of \$185,200.

ITEMS PULLED FROM CONSENT

14. Consideration of Rescinding Council Action Authorizing Professional Services Agreement with True North Research, Inc., for a Professional Poll

Chief City Clerk Ayala read the public comments received aloud.

Public Comment:

- Ella Hushagen - Provided comments regarding affordable housing and polling suggestions.
- Sally Kilby – Expressed opposition for the item and provided comments regarding the importance of surveying the community and potential consequences if approval is rescinded.
- Amber Haley – Expressed support for the item and provided reasons for eliminating the 45-foot height limit initiative.
- Madeline Di Giorgi – Expressed opposition for the item and provided comments regarding the importance of surveying the community.
- William Kelley – Expressed opposition for the item and provided comments regarding the importance of surveying the community.
- Ron Rosen – Expressed support for the item and provided reasons for his support.

Councilmember Khubesrian provide comments regarding her opposition for the item.

Mayor Pro Tem Mahmud and Councilmember Schneider provided comments regarding concerns for losing the voters support on the UUT; the pandemics influence on the voter support for the ballot initiatives; height limits; providing more information regarding the UUT to inform the voters.

Mayor Joe and Councilmember Cacciotti concurred with Mayor Pro Tem Mahmud and Councilmember Schneider and expressed support for the item.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 4-1 (KHUBESRIAN), to rescind its previous action to authorize the Professional Services Agreement (PSA) with True North Research, Inc. (True North) to design, conduct, and analyze a professional poll.

Additional Documents were provided as a response to questions from Councilmembers and the public regarding polling for a potential ballot measure to modify the height limit in the city.

15. Approval of Protocols for Re-Opening and Maintaining a Safe and Healthy Workplace in Light of COVID-19

Chief City Clerk Ayala read the public comments received aloud.

Public Comment:

- Anonymous – Expressed concern for the re-opening of City Hall.

City Council held a discussion regarding the protocols and safety measures for re-opening City facilities.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to approve the Protocols for Re-Opening City Facilities to Non-Essential Employees and Maintaining a Safe and Healthy Workplace in Light of COVID-19 and authorizes the City Manager to amend said policies, protocols and guidelines as needed administratively moving forward.

PUBLIC HEARING

16. Public Hearing to Approve the Appropriation of Community Development Block Grant Funds-Coronavirus (CDBG-CV) to Prevent, Prepare, and Respond to the COVID-19 Pandemic

Marisol Romero, Management Analyst, provide a PowerPoint Presentation.

Mayor Joe opened the public hearing at 9:08 p.m.

Chief City Clerk Ayala read the public comment received aloud.

Public Comment:

- Helen Tran, Elizabeth Anne Bagasao, Ella Hushagen, Jan Marshall, and John Srebalus - Asked City Council to postpone voting on the item, and provided various reasons for their request.

Mayor Joe closed the public hearing at 9:09 p.m.

Councilmember Cacciotti asked questions regarding the senior meals; non-coronavirus CDBG funding; etc.

Analyst Romero answered questions accordingly.

Mayor Pro Tem Mahmud spoke about assisting the small businesses effected by the shutdown and displayed images showing outdoor dining establishments from the City of Sierra Madre.

City Council held significant discussion regarding assistance programs the CDBG funds should be allocated to.

Councilmember Cacciotti requested the cost amounts for any installations to assist with outdoor dining, and suggested bring back a proposal that would assist both the small business and the senior meals program.

Recommendation

~~It is recommended that the City Council consider the CDBG-CV program options for the purposes of preventing, preparing and responding to the coronavirus and approve appropriation of \$73,528.~~

Motion to continue the item to a future meeting was made by Mayor Pro Tem Mahmud. A second was provided by Councilmember Cacciotti.

Councilmember Cacciotti requested that the City's Commissions provide input on the item before bring it back to City Council.

Public Hearing Continued from June 10, 2020 City Council Meeting:

17. Designation of Rollin Craftsman Cluster Historic District (Project No. 2114-LHD)

Mayor Joe asked the rest of the Councilmembers if they would like to forgo a shorter version of staff's presentation.

City Council agreed to forgo a shorter version of staff's presentation.

Kanika Kith, Planning Manager, provided the staff report.

Mayor Joe opened the public hearing at 9:30 p.m.

Chief City Clerk Ayala read the public comment received aloud.

Public Comment:

- Joseph Cryer – Asked City Council to continue the item to a future meeting and provided various reasons for his request.

Mayor Joe closed the public hearing at 9:32 p.m.

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve adopt a **Resolution No. 7659** taking the following actions:

1. Find that the properties in the Rollin Craftsman Cluster, including 1500, 1506, 1507, 1510, and 1512 Rollin Street, qualify under criteria (1), (4), (7), and (11) of the South Pasadena Municipal Code Section 2.63(b), for designation of a historic district; and
2. Designate the Rollin Craftsman Cluster Historic District

ACTION/DISCUSSION ITEMS

18. Approval of the Fiscal Year 2020-21 Water Conservation Rebate Program in the Amount of \$115,000

Shahid Abbas, Director of Public Works, and Arpy Kasparian, Water Conservation and Sustainability Analyst, provided a PowerPoint Presentation.

Mayor Pro Tem Mahmud, Councilmembers Cacciotti and Schneider had various questions and comments regarding the City's water usage; consequences of drought; water rebate programs; water conservation; promoting greywater conversion; using virtual forums for outreach.

Analyst Kasparian provided answers accordingly.

Chief City Clerk Ayala read the public comment aloud.

Public Comment:

- Josh Albrekton – Provided comments regarding where funds for water conservation should be allocated to instead.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to approve the Fiscal Year (FY) 2020-21 water conservation rebates and programs in the amount of \$115,000 funded from the existing Water Efficiency Fund.

Additional Documents were provided for clarification on the City's water conservation rebate programs by including the City's additional incentive to MWD's water conservation program on Table 3 of the attachment.

19. Al Fresco Dining and Retail Pilot Program to Temporarily Relax Temporary Use Permit, Encroachment Permit and Parking Requirements to Support Local Businesses

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

City Council had various questions and comments on topics regarding a presentation for the Mobility and Transportation Infrastructure Commission for input; businesses interested in the program; creating a temporary plaza for dining out; etc.

Joanna Hankamer, Director of Planning and Community Development, and Manager Lin answered questions accordingly.

Chief City Clerk Ayala read the public comments received aloud.

Public Comments:

- Josh Albrektson – Provided suggestions as to how restaurants can operate outdoors.
- Anonymous – Provided suggestions for how restaurants can operate outdoors and supported the creation of an outdoor dining plaza.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to receive and file information regarding the Al Fresco Dining and Retail Pilot Program to temporarily relax Temporary Use Permit (TUP), Encroachment Permit, and parking requirements authorized by the June 17, 2020 Local Emergency Declaration Resolution.

20. Adoption of Resolution No. 7657 Continuing the Proclamation of a Local Emergency Due to the Outbreak of COVID-19; Amending Regulations for Private Facilities and Public Gatherings; Reinstating the Parking Pass Program; Approving the Temporary Relaxation of Temporary Use Permit; Encroachment Permit, and Parking Requirements for the Al Fresco Dining and Retail Program; and Authorizing the City Manager to Take All Necessary Actions as the Director of Emergency Services

City Manager DeWolfe provided a staff report.

Mayor Pro Tem Mahmud and Councilmember Schneider provided questions and comments regarding issuance of parking tickets and warnings.

City Manager DeWolfe provided answers accordingly.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER Schneider CARRIED 5-0, approve the attached **Resolution No. 7657**:

1. Continuing the proclamation of a local emergency due to the outbreak of COVID-19;
2. Amending regulations for private facilities and public gatherings;
3. Reinstating the Overnight Parking Pass Program effective July 6;
4. Approving the temporary relaxation of Temporary Use Permit, encroachment permit, and parking requirements for the Al Fresco Dining and Retail Pilot Program; and
5. Authorizing the City Manager to take all necessary actions as the Director of Emergency Services.

Additional Documents were considered in City Council's motion and vote for updates of the Resolution and attachment to reflect the following:

Reference to the Los Angeles County Health Officer order changed to reflect the amended order adopted on June 11, 2020 (not available at the time of the printing of the packet).

Section 9. Protection of Affected Tenants– changed the date of the Resolution of the Los Angeles County Board of Supervisors to June 3, 2020. The order incorporates all aspects, restrictions, and requirements of the Moratorium adopted by the Board and amended on March 31, 2020, April 14, 2020, and May 12, 2020.

Addition of new Attachments to the Resolution consistent with the changes noted above:

Attachment A: Los Angeles County Health Office Order (June 11, 2020)

Attachment B: Los Angeles County Board of Supervisors Resolution (June 3, 2020)

SPECIAL PRESENTATION

21. Coronavirus Update

City Manager DeWolfe provided a verbal presentation on the reopening of City Hall protocols and procedures; Sheila Pautsch, Director of Community Services, presented a PowerPoint presentation on the reopening of community services; Chief Ortiz provided a verbal presentation on the Police Department; Paul Riddle, Fire Chief, provided a verbal presentation on the general overview of the City, and a report on the Fire Department.

City Council had questions and comments regarding reopening of parks, tennis courts, and playgrounds; opening City Council meetings to the public; staff training; cleaning costs; reopening of the Senior Center; CDBG funds; service animals; Golf Course financial concerns; Los Angeles County reported Covid-19 cases; etc.

City Manager DeWolfe, Director Pautsch, and Chief Riddle answered all questions accordingly.

ADJOURNMENT

Mayor Joe announced a Special City Council meeting on June 24th, and the next Regular City Council meeting on July 1st.

There being no further business, at 11:06 p.m. Mayor Joe adjourned the meeting.

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Evelyn G. Zneimer, Esq.
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Evelyn G. Zneimer
City Clerk

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Robert S. Joe
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Robert S. Joe
Mayor