



**Wednesday, September 2, 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, September 2, 2020, at 10:18 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present via Zoom:** Councilmembers Cacciotti, Rossi (attended in person), and Schneider; Mayor Pro Tem Mahmud; and Mayor Joe.

**Absent:** None

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

**PLEDGE OF ALLEGIANCE**

Given that a Special City Council Meeting immediately preceded this Regular Meeting, the Pledge of Allegiance was not repeated, as it was conducted at the beginning of the Special Meeting.

**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; Terri Highsmith, City Attorney

**B. CONFERENCE WITH LEGAL COUNSEL**

EXISTING LITIGATION, Pursuant to Government Code Section 54956.9

Case Numbers: BC707395; 20STCV23814; 19STCV42863; 20STCV02683; 19BBCV00118; BC680186; 19STCV38244

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. No action was taken by City Council.

Item B – City Council met with Legal Counsel to review various existing litigation matters. No action was taken by City Council, but direction was provided to City Staff.

**2. Public Comment**

Chief City Clerk Ayala announced the names of those who submitted public comment via e-mail (these comments were not read, but are added to the official final record of the meeting and are available under the meeting’s Additional Documents):

- Sergio Babich
- Sandy Shannon
- Janna Conner
- Andrea Seigel

Chief City Clerk Ayala played an audio recording of the public comment received via the City’s public comment phone line:

- Ed Donnelly – Expressed support for the City’s UUT ballot measure.
- Helen Tran – Expressed concerns for the warm weather conditions and asked City Council to consider opening a Cooling Center.
- Anne Bagasao – Expressed concerns regarding tenant evictions occurring in the City.
- Mobin Adoku – Expressed concerns for potential loopholes to evict tenants residing in the City.
- Sandy Aguilar - Expressed concerns for potential loopholes to evict tenants residing in the City.
- Tony Morales – Expressed health concerns and various concerns for renter’s rights.

- Unknown - Expressed concerns for the warm weather conditions and asked City Council to consider opening a Cooling Center.

Councilmember Schneider requested that staff follow up with the Housing Right Center to assure their responsiveness to City residents.

City Manager DeWolfe confirmed.

At this time, Mayor Joe announced that Item No. 6 the “Southern California Edison Circuit Reliability Review Presentation” would be continued to a future meeting.

## COMMUNICATIONS

### 5. Reordering of and Additions to the Agenda

Mayor Joe requested that, in the interest of time, Item No. 12 “South Pasadena Homelessness Plan” be continued to a future meeting and Item Nos. 3 “Councilmembers Communications” and 4 “City Manager Communications” be moved to the end of the meeting.

City Council concurred.

## SPECIAL PRESENTATION

### 6. Southern California Edison Circuit Reliability Review Presentation

Mayor Joe announced this item would be continued to a future meeting.

## CONSENT CALENDAR

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to approve Consent Calendar Item Nos. 7-10.

### 7. Minutes of the Regular City Council Meeting on July 1, 2020

City Council approved the Minutes of the Regular City Council Meeting on July 1, 2020 as presented.

### 8. Minutes of the Regular City Council Meeting on July 15, 2020

City Council approved the Minutes of the Regular City Council Meeting on July 15, 2020 as presented.

### 9. Approval of Prepaid Warrants in the Amount of \$167,211.51; General City Warrants in the Amount of \$567,948.25; General City Warrant Voids in the Amount of (\$5,477.12); Supplemental ACH Payments in the Amount of \$103,927.33; LAIF Transfer in the Amount of \$4,000,000.00.

City Council approved the Warrants as presented.

**10. Second Reading and Adoption of an Ordinance No. 2347 to Add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code.**

City Council conducted the Second Reading and Adoption **Ordinance No. 2347** to add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code (SPMC).

**PUBLIC HEARING**

**11. Public Hearing to Approve the Appropriation of Community Development Block Grant Funds-Coronavirus (CDBG-CV) to establish a one-time Emergency Rental Assistance Program (ERAP)**

Marisol Romero, Management Analyst, provided a PowerPoint presentation.

City Council had various questions and comments regarding the following: the Housing Right Center's (HRC) scope of service; HRC staffing; administrative fees; SLA language; etc.

Analyst Romero answered all questions accordingly.

Mayor Joe opened the Public Hearing at 10:58 p.m.

Chief City Clerk Ayala announced the names of those who submitted public comment via e-mail (these comments were not read, but are added to the official final record of the meeting and are available under the meeting's Additional Documents):

- Sandy Shannon
- Alison Schreiner

Chief City Clerk Ayala played an audio recording of the public comment received via the City's public comment phone line:

- Alyssa Rudd – Expressed support for the item and provided comments regarding the City Cooling Centers.
- Helen Tran – Expressed support for the item and spoke about the importance of a rental assistance program.
- Unknown – Expressed support for the item.
- Ella Hushagen – Expressed support for the item and provided reasons for the support.

Mayor Joe closed the Public Hearing at 11:04 p.m.

ON A MOTION BY MAYOR PRO TEM MAHMUD, AND A SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to approve the following:

- 1) Allocate the \$73,528 CDBG-CV funds to an Emergency Rental Assistance Program (ERAP) paying a maximum of \$1,000 in rent for income qualified South Pasadena residents.
- 2) Authorize the City Manager to negotiate and enter into an agreement with the Housing Rights Center, with a not-to-exceed administrative fee of up to 15 percent.

Amendments made by Councilmember Rossi were considered in the motion to imbed SLA language regarding the 15% administrative fee and to assure responsiveness.

## INFORMATIONAL REPORTS

### **12. South Pasadena Homelessness Plan**

Mayor Joe announced this item would be continued to a future meeting.

### **13. Briefing on the State of the Rogan Funds for Fair Oaks Avenue**

Councilmember Schneider provided a brief background on the item.

Councilmember Schneider requested to direct staff to create a contract with an engineer willing to create a first-cut drawing on the loop ramp for the State Route 110 for an amount not-to-exceed \$6,000. A second provided by Mayor Pro Tem Mahmud.

Councilmember Schneider added that John Fisher would be the point of contact should there be any questions from staff.

City Council and City Manager DeWolfe had a brief discussion regarding the following: engineer of interest; the project's scope of work; City's purchasing policies; etc.

City Manager DeWolfe confirmed to provide City Council with a follow-up regarding their requests on the contract.

Chief City Clerk Ayala played an audio recording of the public comment received via the City's public comment phone line.

- Michelle Hammond – Expressed opposition for the use of Measure M funds for the projects recommended by staff.

## COMMUNICATIONS

### **3. Councilmembers Communications**

Councilmember Schneider did not provide comments.

Councilmember Cacciotti requested to amend previously approved City Council meeting minutes by adding an asterisk next to the fraudulent comments, received from aliases of Mel Trom and Emily Diaz-Vines, who were made by a former Councilmember Khubesrian. Councilmember Cacciotti also expressed apologies to the individuals affected by the comments submitted and their author.

City Council concurred to have the City Council meeting minutes amended with Councilmember Cacciotti's requests.

Mayor Pro Tem Mahmud requested an item be added to the September 16<sup>th</sup> City Council meeting agenda for the consideration to establish an Ad Hoc Subcommittee for RHNA Appeals. Mayor Pro Tem Mahmud proposed that the process be expedited and applications be circulated to the public with a proposed deadline of September 11<sup>th</sup>. A second was provided by Councilmember Cacciotti.

City Council held a brief discussion regarding the following: subcommittee membership and size; application review; selection of members; public input; etc.

Mayor Pro Tem also announced the following: the City's Cooling Center at the War Memorial will be open September 4<sup>th</sup>-7<sup>th</sup> from 12 p.m. to 6 p.m.; and, the Climate Action Plan virtual meeting will take place on September 10<sup>th</sup> at 6 p.m.

Councilmember Rossi requested an item be added to the September 16<sup>th</sup> City Council meeting agenda for the consideration of establishing an Ad Hoc Finance Subcommittee for the City's financial review.

City Council held a brief discussion regarding the following: subcommittee membership and size; subcommittee responsibilities; Finance Commission's role; etc.

Councilmember Rossi provided further clarification that he would like City Council to discuss and take action on the item regarding the Ad Hoc Finance Subcommittee for the City's financial review at the City Council meeting of September 16<sup>th</sup>.

Mayor Joe did not provide comments.

City Council welcomed Councilmember Rossi.

#### **4. City Manager Communications**

City Manager DeWolfe did not provide a report.

## ADJOURNMENT

Mayor Joe announced the next Regular City Council meeting on September 16<sup>th</sup>.

There being no further business, Mayor Joe adjourned the meeting at 11:25 p.m.

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Maria E. Ayala  
Chief City Clerk

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Robert S. Joe  
Mayor