



Wednesday, December 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, December 2, 2020, at 7:33 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present via Zoom: Councilmembers Cacciotti, Rossi and Schneider; Mayor Pro Tem Mahmud; and Mayor Joe.

Absent: None

City Staff Present: Interim City Manager Sean Joyce (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

Councilmember Rossi led the flag salute.

Mayor Joe proposed reordering Agenda Item Nos. 17-19 prior to the State of the City presentation and suggested Item No. 2 be heard concurrently with Item No. 5. There were no objections.

ITEMS PULLED FROM CONSENT

In response to Councilmember Cacciotti's inquiry, Chief City Clerk Ayala confirmed proposed minutes would be amended to include his name as proposing the refinance of the City's debt (page 19-2) for Agenda Item No. 19.

No public comments provided.

MOTION BY COUNCILMEMBER SCHNEIDER, SECONDED BY COUNCILMEMBER ROSSI, CARRIED 5-0, to approve Consent Calendar Item Nos. 17-19 with the amendment to Item No. 19.

17. Minutes of the Regular City Council Meeting on October 7, 2020

City Council approved the minutes.

18. Minutes of the Regular City Council Meeting on October 21, 2020

City Council approved the minutes.

19. Minutes of the Special City Council Meeting on October 26, 2020

City Council approved the minutes with an amendment stating Councilmember Cacciotti requested the proposal to refinance the City's deb. (page 19-2).

STATE OF THE CITY / PRESENTATIONS

1. Mayor Joe's State of the City Presentation

Mayor Joe provided an oral presentation, which included a variety of displayed photos, which highlighted the City's many efforts during the pandemic and accomplishments over the last year. The presentation also touched on housing, sustainability efforts, completion of major construction projects, traffic issues, etc. Mayor Joe concluded by thanking his fellow councilmembers, Interim City Manager Sean Joyce, and Interim Assistant City Manager Elaine Aguilar.

No public comments provided.

3. Farewell and Presentation to Outgoing Councilmember Stephen E. Rossi

Mayor Joe stated Councilmember Rossi is being presented by mail with a City Tile and plaque in commemoration of his service to the City.

Councilmember Rossi thanked staff and Councilmembers for their support over the past three months.

Councilmember Cacciotti thanked Councilmember Rossi and commented Councilmember Rossi was instrumental during this transition period.

Councilmember Schneider thanked Councilmember Rossi for coming on board at such a challenging time and making great contributions.

Mayor Pro Tem Mahmud also commended Councilmember Rossi and stating how helpful his financial background was for the City. She credited him for helping get the City in better shape than initially anticipated and giving residents confidence in the continuation of the Utility Users Tax (UUT).

No public comment provided.

4. Farewell and Presentation to Outgoing Councilmember Richard D. Schneider, M.D.

Mayor Joe stated Councilmember Schneider is being presented with a City Tile and plaque in commemoration of his 13 years of service to the City.

Councilmember Schneider thanked the voters who elected him and stated it has been a privilege and honor to serve the City. He thanked City staff for their help over the years. He thanked past and present Councilmembers for their collegiality and ability to work together to help the City progress over the past 13 years.

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

- Laurie Wheeler - Provided comments on behalf of the South Pasadena Chamber of Commerce thanking Councilmember Schneider for his many years of service to the community and specifically its businesses and arts community.

Mayor Pro Tem Mahmud commented it has been a pleasure to work with Councilmember Schneider and stated he worked harder than any Councilmember to end any threatened freeway through the City.

Councilmember Cacciotti thanked Councilmember Schneider, recalling their efforts in saving Arroyo Park and opposing a development. He praised Councilmember Schneider for his commitment to the environment, trees, bicyclists, and pedestrians and stated how much he enjoyed working with him. He recalled Councilmember Schneider was the deciding vote on purchasing a clean air sewer vehicle instead of a diesel vehicle in addition to his fight against Interstate 710.

Mayor Joe described his enjoyment working with Councilmember Schneider at public meetings and described his 10 years working with him as a pleasure.

2. Presentation to Outgoing Mayor Robert S. Joe

5. Farewell and Presentation to Outgoing Councilmember Robert S. Joe

Mayor Pro Tem Mahmud heard these two items concurrently as per Mayor Joe's earlier request.

Mayor Mahmud praised Mayor Joe for his nine years of service on the City Council, stating she can think of very few City events he has missed in that time. She stated there will be an olive tree planted in his honor outside of the Senior Center, continuing a tradition set by Councilmember Schneider when he served as Mayor. She stated the bench he requested will be placed at the Senior Center through the use of his Discretionary Funds and be named in his honor.

Mayor Joe expressed his humbleness and stated his time on the City Council has been a rewarding experience in his life. He stated he learned how public service is about helping others

and vowed to continue this. He praised the residents who care about the City and the relationships he has developed with them.

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

- Laurie Wheeler - Provided comments on behalf of the South Pasadena Chamber of Commerce thanking Mayor Joe for his many years of service and being a tireless advocate for many things in South Pasadena, particularly its businesses.

Councilmember Schneider praised Mayor Joe's attitude and ability to take things with good humor. He thanked Mayor Joe for being a good Councilmember and friend.

Councilmember Cacciotti stated, like Councilmember Schneider, Mayor Joe's service to South Pasadena substantially predates his time on the City Council recalling his first meeting with Mayor Joe at a Parks and Recreation Commission meeting in 1998. He praised Mayor Joe for his dedication over multiple decades. He stated Mayor Joe served during perhaps the most challenging time in the City's history and thanked him for his efforts over the past year.

ELECTION

6. Adoption of Resolution No. 7689 Declaring the Results from the November 3, 2020, General Municipal Election

Chief City Clerk Ayala reported Ballot Measure U passed with 75% of the vote. She advised the successful City Council candidates were Evelyn Zneimer (District 1), Jack Donovan (District 2), and Jon Primuth (District 3).

No public comments provided.

MOTION BY MAYOR PRO TEM MAHMUD, SECONDED BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to adopt Resolution No. 7689, with exhibits as provided in additional documents, reciting the fact of the General Municipal Election held in the City on November 3, 2020, declaring the results, and other matters as provided by law.

ADMINISTRATION OF OATH OF OFFICE

7. Administration of Oath of Office and Presentation of Certificate of Election to Evelyn G. Zneimer, elected as City Councilmember, Council District 1

Chief City Clerk Ayala administered the Oath of Office to Evelyn G. Zneimer.

8. Administration of Oath of Office and Presentation of Certificate of Election to Jack Donovan, elected as City Councilmember, Council District 2

Mrs. Judith Donovan administered the Oath of Office to Jack Donovan.

9. Administration of Oath of Office and Presentation of Certificate of Election to Jon Primuth, elected as City Councilmember, Council District 3

Chief City Clerk Ayala administered the Oath of Office to Jon Primuth.

Mayor Joe congratulated the new Councilmembers and urged them to take care of the City.

He recessed the meeting at 8:27 p.m.

Mayor Pro Tem Mahmud resumed the meeting at 8:32 p.m. She welcomed the new City Council members.

ELECTION OF OFFICERS

10. Election of Mayor and Mayor Pro Tem for the 2020-2021 Term

In response to Councilmember Cacciotti's inquiry, Interim City Manager Joyce stated the Mayor serves at the pleasure of the City Council.

Councilmember Cacciotti requested that the newly elected Mayor request input from the Councilmembers more frequently before setting the meeting agenda.

Mayor Pro Tem Mahmud opened the floor for nominations for Mayor.

MOTION BY COUNCILMEMBER DONOVAN, SECONDED BY COUNCILMEMBER CACCIOTTI, CARRIED 4-1 (ZNEIMER), to elect Diana Mahmud as Mayor.

Mayor Mahmud opened the floor for nominations for Mayor Pro Tem.

MOTION BY COUNCILMEMBER PRIMUTH, SECONDED BY COUNCILMEMBER DONOVAN, CARRIED 5-0, to elect Michael A. Cacciotti as Mayor Pro Tem.

City Council elected Diana Mahmud as Mayor, and Michael A. Cacciotti as Mayor Pro Tem for the 2020-2021 Term.

PUBLIC COMMENT AND SUGGESTIONS

11. Public Comments - General

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):

- David Melford
- Sally Kilby and Robin Ortega

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

- Mike Ten - Provided comments thanking Councilmember Schneider and Mayor Joe for their service. He requested repaving for Glendon Way and Indiana Avenue.
- Dean Serwin - Provided comments thanking the outgoing Councilmembers, particularly Mayor Joe who served as District 1 Council representative.
- Mary Urquhart - Provided comments announcing a Zoom call to celebrate the accomplishments of Councilmember Schneider and provided her email to receive a participation link. She stated a similar call will be arranged for Mayor Joe.

COMMUNICATIONS

13. Councilmembers Communications

Councilmember Donovan expressed his excitement to be on the City Council. He thanked the residents of District 2 for entrusting him, his supporters, and his family.

Councilmember Primuth relayed his experiences from Councilmember Orientation and meeting the City staff. He conveyed the Council's commitment to providing great leaders for all City departments with clear, transparent, collaborative management who will support professional development. He thanked the departing Councilmembers for their contributions; he praised Mayor Mahmud and Mayor Pro Tem Cacciotti for the skillset they bring to the City Council and leadership for the entire Southern California region.

Councilmember Zneimer thanked the voters in District 1 for their support and thanked other supporters who encouraged her to run for City Council. She also thanked her children for their unwavering love and support. Councilmember Zneimer thanked John Srebalus and his volunteer groups for feeding the homeless over Thanksgiving and collecting donations for them. Councilmember Zneimer motioned for City Attorney Highsmith's performance evaluation to be placed on the next closed session agenda. Councilmember Donovan seconded the motion.

Mayor Pro Tem Cacciotti thanked his new colleagues citing Councilmember Donovan for his prior work with the Parks and Recreation Commission, Councilmember Zneimer for her past work to save the Arroyo Seco Park, and Councilmember Primuth's work with the Board of Education.

Mayor Pro Tem Cacciotti also displayed pictures reporting on the following: the new art installations on the concrete sidewalk barriers; Arroyo Seco Stables; San Pasqual Stables; volunteers dropping off supplies to the unhoused from Care First South Pasadena and Black Lives Matter South Pasadena among other local businesses.

Mayor Mahmud reminded residents and businesses who need more time to pay their electric utility bills, that there is an extended payment plan from both Southern California Edison and Clean Power Alliance.

Mayor Mahmud commented that the South Pasadena COVID-19 numbers have increased roughly 30% in the past two weeks and indicated that increased hospitalizations may cause undue pressure on hospitals soon. She urged residents to wear a mask and maintain social distancing in public. She did urge residents, should they go outside, to patronize South Pasadena local businesses.

Mayor Mahmud noted the passing of beloved former City Treasurer Vic Robinette and requested the meeting adjourn in his memory.

PRESENTATIONS

12. San Gabriel Valley Energy Champion Awards

Ana Bordallo, Management Aide at the San Gabriel Valley Council of Governments (SGVCOG), presented the award. She explained about the Energy Wise Partnership and added that South Pasadena became one of the first San Gabriel Valley cities to reach the highest level, the gold tier.

Ms. Bordallo commended Water Conservation and Sustainability Analyst Arpy Kasparian whose marketing campaign has served as the groundwork for several other cities within the San Gabriel Valley. She stated South Pasadena has set a standard for other cities in several ways.

Mayor Mahmud also praised Water Conservation and Sustainability Analyst Kasparian for her hard work and dedication.

COMMUNICATIONS

14. City Manager Communications

Interim City Manager Joyce reported the annual holiday tree lighting will be a virtual event on December 3, 2020, at 5:30 p.m.

Interim City Manager Joyce reported the Emergency Rental Assistance Program will provide residents who lost income due to the pandemic and who meet federal low-income requirements with a one-time grant of \$1,000. He advised that applications can be submitted until December 9, 2020, and thus far, there are fewer applicants than expected.

Interim City Manager Joyce stated the South Pasadena Police Department will have its customary overnight holiday parking exemption from December 19, 2020 until January 5, 2021. He added the South Pasadena Fire Department, ABC 7, Toys For Tots, and the Southern California Firefighters Association are celebrating the 28th Spark of Love Toy Drive.

15. Reordering of and Additions to the Agenda

No changes were made.

CONSENT CALENDAR

Councilmember Zneimer pulled Item No. 16.

Mayor Mahmud noted Item Nos. 17-19 have been previously acted upon and that Additional Documents have been provided for Item Nos. 21 and 22.

Mayor Pro Tem Cacciotti pulled Item No. 22.

No public comment was provided.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECONDED BY COUNCILMEMBER ZNEIMER, CARRIED 5-0, to approve Consent Calendar Item No. 20 and Item No. 21 to include amendments as presented in the additional documents.

20. Discretionary Fund Request from Mayor Mahmud in the Amount of \$610 for a Tree Planting at War Memorial Legion Park Recommendation

City Council approved the Discretionary Fund request by Mayor Mahmud to allocate \$610 for the planting of two trees at War Memorial to replace trees dedicated to Vietnam Veterans in Legion Park.

21. Authorize the Contract Amendment with KOA Corporation to Modify the Work Scope for the Professional Engineering Design Services for Integrated Central Advanced Traffic Management and Control Systems for Fair Oaks Avenue Traffic Signal Improvement Project in an Amount Not-to-Exceed \$12,830 for a Total Not-to-Exceed Contract Amount of \$37,730

City Council authorized the Acting City Manager to execute the contract amendment with KOA Corporation modifying the work scope for the professional engineering design services for Integrated Central Advanced Traffic Management and Control Systems for Fair Oaks Avenue Traffic Signal Improvement Project, in an amount not-to-exceed \$12,830, for a total not-to-exceed contract amount of \$37,730.

ITEMS PULLED FROM CONSENT

16. Approval of Prepaid Warrants in the Amount of \$47,020.83; General City Warrants in the Amount of \$323,236.77; Supplemental ACH Payments in the amount of \$119,934.83.

Councilmember Zneimer requested warrants for Colantuono, Highsmith & Whatley (CHW), be pulled for further discussion in closed session. She expressed her approval of the remaining Warrants.

In response to Interim City Manager Joyce's inquiry, Councilmember Zneimer clarified the warrants are approved except for CHW.

MOTION BY COUNCILMEMBER ZNEIMER, SECONDED BY COUNCILMEMBER PRIMUTH, CARRIED 5-0, to approve all Warrants as presented with the exception of those for CHW.

22. Authorize the Second Amendment with LandCare Extending the Agreement for an Additional Two-Year Term, for 2020-21 Fiscal Year for Landscape Maintenance Services Total Not-to-Exceed Amount of to exceed \$310,447.68 per year, for a total of \$620,895.36

Mayor Pro Tem Cacciotti acknowledged this needs to be approved due to time constraints but requested, in the future, this be sent by Interim City Manager Joyce to the Parks and Recreation Commission for review. He stated his approval for the concept of having electric lawn care devices and announced South Pasadena is the first municipality in the United States to have its parks fully maintained by electric lawn equipment.

Mayor Pro Tem Cacciotti reiterated how electric lawn equipment is becoming less expensive than gas-powered lawn equipment due to grants from the South Coast Air Quality Management District (AQMD). He also directed Public Works Operations Manager Crawford to look into mowing parks twice a week during the warmer months and double-check other details of the services provided to the City by LandCare.

Interim City Manager Joyce and Public Works Operations Manager Crawford responded to Council questions accordingly regarding: maintenance of the Nature Park; additional care for the Nature Park could be added to the Request For Proposal (RFP) on the new landscaping contract; the contract being subject to renewal in two years; contract term; etc.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECONDED BY COUNCILMEMBER DONOVAN, CARRIED 5-0, to approve Consent Calendar Item No. 22 with amendments to contract totals as presented in the additional documents and authorize the City Manager to execute the second Contract Amendment with LandCare to extend the Agreement for two years, in an amount not-to-exceed \$310,447.68 per year, for a total of \$620,895.36 for Landscape Maintenance Services.

ACTION/DISCUSSION ITEM

23. Approve Attached Proposed South Pasadena Retailer Promotional Campaign and Appropriate Funds for Same

Interim City Manager Joyce introduced the unsolicited proposal to immediately drive patronage in holiday shopping, thus making it urgent. Due to its unanticipated nature, he added approval would require an appropriation from undesignated reserves for funding.

Steven Lawrence, Principal of Nexusplex, presented the proposal and provided a background of his company.

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):

- Josh
- John Vandercook
- Laurie Wheeler
- Ellen Daigle; David Plenn; Shelley Stephens; and Kelly Kidd

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

- Josh Albrektson – Expressed concerns over the proposal and its associated costs. Encouraged the Council to consider input from the Chamber of Commerce.
- Elizabeth Bagasao – Expressed support for the proposal and all local independent businesses. She credited Mr. Lawrence for a proposal supporting all community businesses and not just his own.
- Manuel Lozano – Expressed, that as a local business owner, he supports the efforts such as the proposal by Nexusplex.
- Andrew Berk - As Chairperson of the Board of Directors, he pledged the Chamber of Commerce's support in any way to sustain local businesses.
- Delilah Currie – Expressed support for the proposal for the benefits to local businesses like hers.
- Ellen Daigle - Provided comments supporting the proposal for the benefits to local businesses like hers, stressing the urgency and Mr. Lawrence's commitment to the City.
- Shelly Stephens - Provided comments supporting the proposal on behalf of struggling local businesses like hers. She requested more specifics from the proposal such as finite goals, itemized costs, and a Zoom session with merchants.
- Laurie Wheeler - Provided comments on behalf of the Chamber of Commerce requesting it instead receive the funds to continue its ongoing multi-faceted marketing campaign which includes print and online advertising.

Council held significant discussion on this item and had questions regarding: waiting until January to begin the program; coordination between Mr. Lawrence and the Chamber of Commerce; timing of the proposal being presented to Council; potential negotiation of pricing; issuance of urgent RFPs; the ability of Nexusplex to enact the proposed plan in a timely manner; the City's web marketing traffic; itemized cost of the proposal; etc.

Interim City Manager Joyce and Mr. Lawrence responded to Council questions and comments accordingly.

Councilmember Zneimer proposed moving the item to the spring once there is data on how the COVID-19 vaccine distribution could impact in-person shopping habits. Mayor Mahmud and Councilmember Primuth clarified there was a motion in place to put this off to a meeting soon after Mr. Lawrence and the Chamber of Commerce had jointly discussed the proposal. Mayor Pro Tem Cacciotti and Councilmember Donovan stated their agreement with this and the sense of urgency in general but more specifically in the new year. Mayor Mahmud noted there will likely be several special meetings before mid-January where this can be taken up urgently depending on the speed of discussions between Mr. Lawrence and the Chamber.

Mayor Pro Tem Cacciotti proposed the potential of a Councilmember attending the meeting between Mr. Lawrence and the Chamber. Councilmember Primuth volunteered to attend said meeting if necessary. Mayor Mahmud reiterated she would like to see more specific cost information when a proposal is returned to Council and what the expected returns to the City would be.


MOTION BY COUNCILMEMEBR PRIMUTH, SECONDED BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to direct Nexusplex to collaborate with the Chamber on a coordinated proposal; and, have a new proposal presented to Council at a future meeting, possibly in mid-January.

ADJOURNMENT

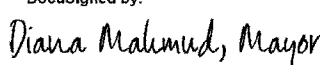
Mayor Mahmud commended the Interim City Manager for bringing this proposal to the Council out of a sense of urgency. She commended new Councilmembers on their evaluation of the proposal.

Mayor Mahmud announced the next Regular City Council meeting on December 16, 2020, at 7:30 p.m.

There being no further business, at 10:31 p.m. Mayor Mahmud adjourned the meeting in memory of former City Treasurer Vic Robinette.

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Maria E. Ayala
Chief City Clerk

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Diana Mahmud
Mayor

City Council Approved: 03/03/2021