



Wednesday, January 20, 2021
Minutes of the Special Meeting of the City Council

CALL TO ORDER

A Special Meeting of the South Pasadena City Council was called to order by Mayor Mahmud on Wednesday, January 20, 2021, at 7:44 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present via Zoom: Councilmembers Donovan, Primuth and Zneimer; Mayor Pro Tem Cacciotti; and Mayor Mahmud.

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 Primuth led the flag salute.

ACTION/DISCUSSION ITEM

- 1. Authorize a First Amendment to the Professional Services Agreement with Transtech Engineers, Inc. to Extend the Contract Term for One Year; and Increase the Associated Revenue and Expenditure Budget Amounts to \$500,000 for FY 2021**

Director of Planning and Community Development Joanna Hankamer presented the staff report and responded to Council questions accordingly.

Interim City Manager Sean Joyce reported staff is looking at best practices to better manage contract and grant deadlines.

No public comment provided.


MOTION BY MAYOR PRO TEM CACCIOTTI, SECONDED BY COUNCILMEMBER DONOVAN, CARRIED 5-0, to authorize the City Manager to execute a first amendment to the Professional Services Agreement (PSA) with Transtech Engineers, Inc. to extend the term of the PSA for one year to continue providing building and safety services, and increase the associated revenue and expenditure budget amounts to \$500,000 for FY 2021.

Mayor Mahmud commented the Planning Department staff has been extraordinarily busy on the General Plan, Regional Housing Needs Assessment (RHNA), the Housing Element, and tenant rent protections and acknowledged the City will need to do better on managing contract deadlines. She expressed her support of Transtech and noted they provide services to many cities in the area.

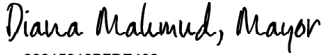
Mayor Pro Tem Cacciotti commented that many cities have renewed their contracts with Transtech.

ADJOURNMENT

There being no further business, at 7:54 p.m. Mayor Mahmud adjourned the meeting.

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Maria E. Ayala
Chief City Clerk

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Diana Mahmud
Mayor