



**CITY OF SOUTH PASADENA  
CITY COUNCIL - REGULAR MEETING**

**MINUTES  
WEDNESDAY, JULY 7, 2021 AT 7:00 PM**

**CALL TO ORDER:**

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Mahmud on Wednesday, July 7, 2021, at 7:04 p.m. The City Council Chamber are located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**PRESENT**

Mayor Diana Mahmud  
Mayor Pro Tem Michael Cacciotti  
Councilmember Jack Donovan  
Councilmember Jon Primuth  
Councilmember Evelyn G. Zneimer

Lucie Colombo, City Clerk, announced a quorum.

**CITY** Armine Chaparyan, City Manager; Andrew Jared, Assistant City Attorney;  
**STAFF** Lucie Colombo, City Clerk were present at Roll Call. Other staff members  
**PRESENT:** presented reports or responded to questions as indicated in the minutes.

**PLEDGE OF ALLEGIANCE**

The Flag Salute was led by Councilmember Donovan.

**1. Closed Session Announcements**

**A. EXISTING LITIGATION**

CONFERENCE WITH LEGAL COUNSEL – Initiation of Litigation, Pursuant to  
Government Code Section 54956.9(d)(1)  
*City of South Pasadena v. Caltrans*

Assistant City Attorney Jared reported that Council met in Closed Session to receive a briefing on the item. He noted direction was provided to the City Attorney's Office but no action was taken in closed session.

**B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION,  
Pursuant to Government Code Section 54957 (b)(1)

- Title: City Manager

Assistant City Attorney Jared reported that Council met in Closed Session to receive a briefing on the item. He noted direction was provided to the City Attorney's Office but no action was taken in closed session.

**2. Public Comment - General**

Mayor Mahmud announced public comments are intended to address matters not on the agenda for the meeting. Members of the public have the option of emailing or participating via Zoom (audio) to address the City Council, as listed on the agenda.

Mayor Mahmud announced that email comments were submitted via email and are added to the record as "Additional Docs" and added to the agenda and listed on the website. Note: These comments were not read, but the names of such Additional Docs are listed below.

City Clerk Colombo noted the following written and live public comments were received:

Written Public Comment:

- Ron Rosen
- Sally Takeda
- Diane Cullinane
- Susan Pastorek
- Stephanie Stein
- Susan Sulsky

Live Public Comment:

- Omari Ferguson made public comment that he is a resident of 5 years. He explained concerns over policing and code enforcement on his street and, expressed for desire for consistent policing.
- Molly Nielson made public comment and expressed the same concerns as Mr. Ferguson and supports his comments and would like to see his complaints addressed.

- Don Jones made public comment expressing gratitude for the City works at the Caltrans meeting and offers his support in any capacity for the upcoming challenges with the Caltrans Housing.
- Sean Teer made public comment to address the need for stops signs on Meridian Avenue and urges the City to develop a road safety plan for Meridian Avenue.
- Delaine Shane spoke representing SMART families and expressed the same concern as Mr. Teer that we need stop signs on Meridian and to increase street safety.
- Denise Philley made public comment to also speak on adding stop signs to the Meridian Avenue and that she is deeply concerned for the Safety of her family when they are crossing or walking on Meridian.

Zoom Public Comment:

- Mark Gallatin made public comment to announce that during Farmers Market the South Pasadena Museum will be opening after a long closure.

<b>PRESENTATIONS</b>
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None

<b>COMMUNICATIONS</b>
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### **3. Councilmembers Communications**

Councilmember Primuth discussed a recent meeting of the California Transportation Committee; stated that he's glad to be back in-person for City Council meetings; discussed a recent SCAG Transportation Committee meeting; discussed a recent block party by his house.

Councilmember Zneimer shared a photo of kids damaging trees at Garfield Park; discussed a recent meeting of the South Pasadena Tournament of Roses Committee and their fund raising efforts.

Councilmember Donovan discussed a recent meeting of the Finance Commission.

Mayor Pro Tem Cacciotti discussed the benefits of electric lawn equipment; thanked City staff for landscape improvements in the Arroyo area; discussed the importance of removing dead and dying trees.

Mayor Mahmud noted that financial assistance for electric bills is available from the Clean Power Alliance; provided an update on SB381; discussed a recent meeting of the San Gabriel Council Water Policy Committee; welcomed the City Council for their 1<sup>st</sup> in-person meeting since COVID; welcomed City Manager Chapayan.

Motion by Mayor Mahmud, Second by Mayor Pro Tem Cacciotti to bring back an ordinance to the Public Safety Commission related to unwarranted call fees.

**4. City Manager Communications**

City Manager Chaparyan welcomed everyone back to the City Council Chambers; discussed the upcoming Summer Concerts and Movies in the Park.

**5. Reordering of, Additions, or Deletions to the Agenda**

City Manager Chaparyan requested remove Item No. 9 from the agenda.

<b>CONSENT CALENDAR</b>
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**6. Approval of Prepaid Warrants in the Amount of \$231,611.43; General City Warrants in the Amount of \$616,989.10; General City Warrant Voids in the Amount of (\$1,246.14); Supplemental ACH Payments in the Amount of \$52,838.04; Transfers in the Amount of \$5,061,000.00; Payroll in the Amount of \$1,128,397.97**

Recommendation

It is recommended that the City Council approve the Warrants as presented.

**7. Minutes of the City Council Meeting(s) for the dates as follows:**

- **March 29, 2021 – Special Meeting**
- **April 7, 2021 – Special Meeting**
- **April 7, 2021 – Regular Meeting**
- **April 20, 2021 – Regular Meeting**
- **April 21, 2021 – Regular Meeting**
- **May 5, 2021 – Regular Meeting**
- **May 19, 2021 – Regular Meeting**

Recommendation

It is recommended that the City Council approve the Minutes as presented.

**8. THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY.**

**9. THIS ITEM WAS PULLED FROM THE AGENDA**

**10. THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY.**

**11. Acceptance of Project Completion and Authorization to File a Notice of Completion for Graves Reservoir Replacement Project and Authorization to Release Retention Payment to Pacific Hydrotech Corporation in the Amount of \$503,393.23**

Recommendation

It is recommended that the City Council;

1. Accept the Graves Reservoir Replacement Project (Project) as complete;
2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorize release of retention payment to Pacific Hydrotech Corporation, (Contractor), in the amount of \$503,393.23

**12. Authorize the First Amendment with John L. Hunter and Associates (JHA), Inc. Extending the Agreement for an Additional Two Years for Environmental Compliance and National Pollutant Discharge Elimination System (NPDES) Consulting Services in a Total Not-to-Exceed Amount of \$75,810.00.**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the first contract amendment with JHA, Inc. to extend the Agreement providing environmental compliance and NPDES services for an additional two years, in an amount not-to-exceed \$45,405 for the first extension Year 2022, and \$30,405 for the second extension Year 2023, for a total of \$75,810.

**13. Authorize the First Amendment with Carollo Engineers, Inc. Extending the Professional Services Agreement for Additional One Year for Preparation of the Integrated Water and Wastewater Resources Management Plan**

Recommendation

It is recommended that the City Council authorize:

1. The City Manager to execute the first contract amendment with Carollo Engineers, Inc. (Carollo) to extend the professional services agreement for an additional year for the preparation of an Integrated Water and Wastewater Resources Management Plan (IWWRMP).
2. Appropriate \$191,224.64 to 210-9000-9403-9403-000 that is carried over from FY 2020-21.
3. Appropriate \$58,713.32 to 500-9000-9403-9403-000 that is carried over from FY 2020-21.

**14. THIS ITEM WAS PULLED TO BE DISCUSSED SEPARATELY.**

**COUNCIL ACTION AND MOTION**

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Zneimer and approved by roll call vote to approve Consent Calendar Item(s) 6-7 and 11-13, as presented.

Motion carried, 5-0.

<b>CONSENT CALENDAR - AGENDA ITEM(S) PULLED FOR SEPARATE DISCUSSION</b>
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8. **Authorize two Professional Services Agreements with 1) Helix Environmental Planning Inc. and 2) Historic Resources Group to provide on-call Planning to assist with Historic Preservation Project Review in the amount not to exceed of \$50,000 per firm for a total not to exceed amount of \$100,000, paid for by project applicants**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the Professional Services Agreements (PSAs) with two on-call Planning Firms:

1. Helix Environmental Planning, Inc. and
2. Historic Resources Groups to assist with expedited historic preservation project review, paid for by applicants, in the amount not-to-exceed \$50,000 per firm, for a total budgeted amount of \$100,000. The actual costs of these agreements will be passed through the project applicant requesting expedited project review.

10. **Authorize two Professional Services Agreements with 1) Transtech Engineers, Inc. and 2) Willdan Engineering, Inc to provide on-call Code Enforcement Services in the amount not to exceed \$36,000 per firm, for a total not to exceed amount of \$72,000**

Recommendation

It is recommended that the City Council authorize the City Manager to execute the Professional Services Agreements (PSAs) with two on-call engineering firms:

1. Transtech Engineers, Inc. and
2. Willdan Engineering, Inc. to assist with backfill Code Enforcement services during the recruitment for a full time Community Improvement Coordinator, in the amount not-to-exceed \$36,000 per firm, for a total budgeted amount of \$72,000. Backfill services will be coordinated between the two firms such that services will not exceed 40 hours per week, for up to six months.

14. **Authorize a Contract Amendment to the Agreement with Interwest Consulting Group for On-Call Inspection Support Services Available on an As-Needed Basis for an Additional Amount of \$25,000 for a Total Contract Amount of \$49,000, and Extend the Agreement from August 5, 2021, to August 5, 2022**

Recommendation

Staff recommends that the City Council authorize the City Manager to:

1. Execute a contract amendment with Interwest Consulting Group for on-call inspection support services available on an as-needed basis, for an amount of \$25,000 for a total contract amount of \$49,000, and
2. Execute a contract amendment to extend the contract period from August 5, 2021 to August 5, 2022.

**COUNCIL ACTION AND MOTION**

Mayor Mahmud opened the public comment period.

- Alan Ehrlich (same comment for Item Nos. 8, 10, 14)

With no other requests to speak, the public comment period was closed.

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Primuth and approved by roll call vote to approve Agenda Item 8-10 and 14, as presented.

Motion carried, 5-0.

**PUBLIC HEARING**

**15. First Reading and Introduction of an Ordinance, Amending Chapter 19A (Noise Regulation) of the South Pasadena Municipal Code to Prohibit the Use of Gas-Powered Leaf Blowers**

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTIONS 19A.12.1 (“POWER YARD MAINTENANCE EQUIPMENT—DEFINITIONS”) AND 19A.12.4 (“LEAF BLOWERS —REGULATION OF USE”) OF CHAPTER 19A (“NOISE REGULATION”) OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO LEAF BLOWERS

Recommendation

It is recommended that the City Council

1. Conduct Public Hearing.
2. Conduct first reading, read by title only, waive further reading, and introduce an ordinance to amend Chapter 19A of the South Pasadena Municipal Code (SPMC) to prohibit the use of gas-powered leaf blowers within the City of South Pasadena.

**COUNCIL ACTION AND MOTION**

Public Works Director Abbas presented a staff report.

Councilmember Zneimer inquired about the enforcement laws related to the proposed ordinance.

Mayor Pro Tem Cacciotti inquired about the enforcement and penalty provisions.

Mayor Mahmud stated that she supports the idea of the ordinance but not how its currently written. She discussed several concerns in the current ordinance.

Public Works Director Abbas responded to City Council inquiries.

Mayor Mahmud opened the public hearing.

City Clerk Colombo noted the following written public comments were received:

Written Public Comment:

- Joanne Nuckols
- Ryan Jones
- Walter Okitsu
- Brandon James
- Mathew Barbato
- William Kelly
- Luis Muench
- Jimmy Thompson
- Cherly Auger
- Judith Radovsky
- Victoria Tan
- Pilar Reynaldo
- Brian Wu
- Jenna
- Molly Sakhara
- CD Feak
- Robert Yim
- Gali Podzemskay
- Wendy Kerfoot
- Michelle Trafficante
- Queenie Taylor
- Jennifer Kelly



- Barbara Field
- Mary Kathryn Campbell
- Dawn Muench
- Annie Tomlin
- Margaret Farrand
- Elizabeth Cochran
- Chris Bray
- Janis Chew
- Susan Sulsky

Live Public Comment:

- Bill Kelly expressed support for the ordinance due to safety and wellbeing of gardeners and to prevent air pollution.
- Ann Bagasao expressed support for the ordinance due to noise concerns and health of gardeners but would like to see some changes to the ordinance. She would not like this ordinance to not be regulated by the police.
- John Srebalus he also expressed the same concerns as Ms. Bagaso and would like changes in the enforcement section to give authority to the police.
- Luis Zavala expressed he would love to work with the City to assist with implementation of the ordinance.
- Alan Ehrlich expressed concerns about enforcement and some clarity issues with Ordinance.

Zoom Public Comment:

- Chris Chavez expressed support for the ordinance but requested the enforcement area be clarified.

With no other requests to speak, the public hearing was closed.

Councilmember Primuth expressed concerns over enforcement aspect of the proposed ordinance; he recommended additional research be done before the City Council takes any action.

Mayor Mahmud reiterated Councilmember Primuth's comments and suggested looking at examples from other cities.

Mayor Pro Tem Cacciotti discussed rebates available for electric powered leaf blowers; discussed the importance of the ordinance and his support for it, with revisions for the enforcement provisions; requested that the ordinance come back before the City Council by next month.

Councilmember Primuth inquired about the timeline for the ordinance to come back before the City Council.

City Manager Chaparyan and City staff responded to City Council inquiries.

The City Council discussed provisions on whether responsibility under the ordinance should be with the property owner vs the tenant; noise metrics.

A motion was made by Mayor Mahmud, seconded by Councilmember Primuth and approved by roll call vote to direct staff to address the concerns discussed and bring back a modified ordinance to the City Council as reasonably as possible.

Motion carried, 4-1 with Mayor Pro Tem Cacciotti voting no.

**16. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year (FY) 2021-22**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONFIRMING THE FISCAL YEAR 2021-22 ANNUAL LEVY AND COLLECTION OF ASSESSMENTS CERTAIN MAINTENANCE IN AN EXISTING DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

**Recommendation**

It is recommended that the City Council, after receiving public testimony at the public hearing, adopt the attached resolution confirming the annual, levy and collection of assessments for the LLMD for FY 2021-22.

**COUNCIL ACTION AND MOTION**

Public Works Director Abbas presented a staff report.

Mayor Mahmud inquired if staff was looking into a requested increase for the 2022 general municipal election; inquired on how much revenue the City is currently recovering from the assessments relative to the total cost.

Mayor Mahmud opened the public comment period.

With no requests to speak, the public comment period was closed.

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Donovan, and approved by roll call vote to approve Agenda Item 16, as presented.

Motion carried, 5-0.

<b>ACTION / DISCUSSION</b>
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**17. Authorize a Professional Services Agreement with Economic and Planning Systems, Inc. (EPS) for an Inclusionary Housing In-Lieu Fee Study and Affordable Housing Program Recommendations in an Amount Not-to-Exceed \$73,345 and Increase the Planning & Community Development Contract Services Account by \$13,345 from the General Fund for Fiscal Year 2021-2022**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager to execute a Professional Services Agreement (PSA) with Economic and Planning Systems, Inc. (EPS) in an amount not to exceed \$73,345 for preparation of an Inclusionary Housing In-Lieu Fee Study and Affordable Housing Program Recommendations; and
2. Appropriate \$13,345 from General Fund Undesignated Reserves to the Planning and Community Development Contract Services Account 101-7010-7011-8170.

**COUNCIL ACTION AND MOTION**

Manager of Long-Range Planning & Economic Development Lim presented a staff report.

Councilmember Primuth inquired how the City will adopt a policy of equity for affordable housing.

Councilmember Zneimer inquired if affordable housing built in the San Gabriel Valley would decrease the City's regional housing needs assessment (RHNA) requirements.

Mayor Mahmud inquired about projects prior to the inclusionary housing ordinance.

City staff responded to City Council inquiries.

Mayor Mahmud opened the public comment period.

With no requests to speak, the public comment period was closed.

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Primuth, and approved by roll call vote to approve Agenda Item 17, as presented.

Motion carried, 5-0.

**INFORMATION REPORTS**

None

**ADJOURNMENT**

There being no further matters, Mayor Mahmud adjourned the meeting of the City Council at 9:35 PM, to the next Regular City Council meeting scheduled on Wednesday, July 21, 2021.

Respectfully submitted:

\_\_\_\_\_/s/\_\_\_\_\_  
Christina Muñoz  
Acting Deputy City Clerk

APPROVED

\_\_\_\_\_/s/\_\_\_\_\_  
DIANA MAHMUD  
MAYOR

Attest:

\_\_\_\_\_/s/\_\_\_\_\_  
Christina Muñoz  
Acting Deputy City Clerk