



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

**MINUTES  
WEDNESDAY, JULY 21, 2021, 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 21, 2021, at 7:02 p.m. The City Council Chambers 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** Arminé 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 Primuth.

**1. Closed Session Announcements**

**A. INITIATION OF LITIGATION**

CONFERENCE WITH LEGAL COUNSEL – Initiation of Litigation, Pursuant to  
Government Code Section 54956.9(d)(4)  
No. of Cases: One

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. EXISTING LITIGATION**

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

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.

**C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

CONFERENCE WITH LEGAL COUNSEL: Real Property Negotiations  
Pursuant to Government Code Section 54956.8

Property: 1503-7 El Centro Street, South Pasadena  
APN: 5315-003-903 and 5315-003-904  
Negotiating Parties: Hollywood Community Housing;  
Arminé Chaparyan, City Manager  
Under Negotiation: Price and terms

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.

**D. CONFERENCE WITH LABOR NEGOTIATORS**

CONFERENCE WITH LEGAL COUNSEL – Labor Negotiations  
Pursuant to Government Code Section 54957.6

Employee Organization: All bargaining units and unrepresented management  
Agency Negotiator: Arminé Chaparyan, City Manager;  
Michael Casalou, HR & Risk 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.

The City Council adjourned closed session at 6:54 p.m.

## **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, participating via Zoom (audio), or participating in person to address the City Council, as listed on the agenda.

Mayor Mahmud announced that email comments were submitted 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.

Written Public Comment:

- Erin Fleming expressed concern over a large number of dead birds in her neighborhood.
- Ed Simpson reiterated Ms. Fleming’s comments.
- Beverly Biber reiterated Ms. Fleming’s comments.
- Chris Bray expressed concern over recent legal costs from the City Attorney’s firm.
- Amedee Barry commented regarding irregularities with zoning changes and owners not disclosing their personal involvement.
- Jeshow Yang expressed support for the electric leaf blower ordinance.
- Pamela C Dong expressed concern over the electric leaf blower ordinance.
- Jim Eisenstein expressed support for the electric leaf blower ordinance.
- Greg Apodaca expressed support for the electric leaf blower ordinance.
- Sean Meredith expressed support for the electric leaf blower ordinance.
- Kathleen Cady discussed crime victims in response to George Gascon’s recent enacted policies.
- Barbara Eisenstein expressed support for the electric leaf blower ordinance.
- Madeline Di Giorgi expressed support for the electric leaf blower ordinance.
- Paul Scott expressed support for the electric leaf blower ordinance.
- Wilbur Dong expressed concern over the electric leaf blower ordinance.
- Megan Sweas expressed support for the electric leaf blower ordinance.
- Wesley Reutimann expressed support for the electric leaf blower ordinance.

Live Public Comment:

- Linda (last name not available), discussed concerns at Grevillea Street Park related to parking, hours of operation, and a potential wooden fence to keep balls out of neighbor yards.

Zoom Public Comment:

- Darby Whipple discussed the importance of hiring quality City staff in the Community Development Department.

- Mark Gallatin discussed an upcoming event of the South Pasadena Preservation Foundation.

## COMMUNICATIONS

### **3. Councilmembers Communications**

Councilmember Primuth discussed a recent meeting of the Mobility & Transportation Infrastructure Commission; and commented on the recent Art Crawl.

Councilmember Zneimer discussed a recent Public Works Commission meeting.

Motion by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti, to direct staff to look into a ballot measure changing the City Treasurer position from elected to appointed.

Motion by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti, to direct staff to look into an ordinance to ban tobacco products in the City.

Councilmember Donovan discussed a recent meeting of an ad-hoc committee to improve the City's communication strategy; and discussed a recent meeting of the ad-hoc committee related to recreation opportunities on City owned land.

Mayor Pro Tem Cacciotti requested staff look into a City sponsored summer intern program.

Mayor Pro Tem Cacciotti shared the following photos of activity around the City: a recent meeting of the Recreation Ad-Hoc Committee; a dinner with several Councilmembers from neighboring cities; a resident picking up trash; an Arcadia elected official and himself; a recent meeting at the golf course; a resident using electric lawn equipment; and a new bike lane being prepared.

Mayor Mahmud discussed a recent Planning Commission meeting; a recent meeting of the Library Board of Trustees; provided resources for residents who might be behind on their rent; and expressed her excitement for the upcoming concert in the park.

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

City Manager Chaparyan thanked outgoing employees Michael Casalou, HR & Risk Manager, and Joanna Hankamer, Planning & Community Development Director; and provided a COVID update with Fire Chief Riddle.

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

Mayor Mahmud noted that Item No.14 was inadvertently placed on the consent calendar and will be heard after the conclusion of the consent calendar, followed by Item No. 19.

**CONSENT CALENDAR****6. ADOPT A RESOLUTION APPROVING A REVISED CLASSIFICATION AND SALARY RANGE FOR HUMAN RESOURCES AND RISK MANAGER; AND APPROVING THE NEW CLASSIFICATION AND SALARY RANGE OF SENIOR CIVIL ENGINEER; AND APPROVING REVISIONS TO THE EXISTING CLASSIFICATION OF ASSOCIATE CIVIL ENGINEER; AND CREATING A LADDER SERIES FOR ENGINEERING POSITIONS.****RESOLUTION**

A RESOLUTION OF THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING THE CITY OF SOUTH PASADENA CLASSIFICATION PLAN AND SALARY MATRIX BY ADDING A NEW SENIOR CIVIL ENGINEER CLASSIFICATION AND NEW SALARY RANGE FOR THE CLASSIFICATION, RECLASSIFYING THE HUMAN RESOURCES MANAGER TO HUMAN RESOURCES AND RISK MANAGER WITH A REVISED SALARY RANGE, AND REVISING THE DUTIES OF THE ASSOCIATE CIVIL ENGINEER CLASSIFICATION

**Recommendation**

It is recommended that the City Council:

1. Adopt a Resolution approving the revised classification and salary range for Human Resources and Risk Manager; approving the new classification and salary range of Senior Civil Engineer; approving revisions to the existing classification of Associate Civil Engineer, and making the Civil Engineering Assistant, Associate Civil Engineer and Senior Civil Engineer a ladder series.
- 7. AWARD OF CONTRACT TO JOHN L. HUNTER AND ASSOCIATES, INC., FOR THREE-YEAR TERM TO PROVIDE AS-NEEDED FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM COMPLIANCE SERVICES IN AN ANNUAL AMOUNT NOT-TO-EXCEED \$17,485**

**Recommendation**

It is recommended that the City Council:

1. Accept a proposal dated March 30, 2021, from John L. Hunter and Associates, Inc. (Consultant) for a three-year (3) term (FY 2021-2022, FY

- 2022-2023, and FY 2023-2024) to provide Fats, Oils, and Grease (FOG) Control Program compliance services; and
2. Authorize the City Manager to execute a three-year agreement with the consultant for a not-to-exceed annual amount of \$17,485 (estimated cumulative three-year total is \$52,455).

**8. AUTHORIZE \$310,000 OF GRANT FUNDS FROM THE LOCAL EARLY ACTION PLANNING (LEAP) AND SENATE BILL 2 (SB2) PLANNING PROGRAMS BE ADDED TO GRANT REVENUE ACCOUNTS AND APPROPRIATED TO THE PLANNING AND COMMUNITY DEVELOPMENT PROFESSIONAL SERVICES AND MACHINERY AND EQUIPMENT ACCOUNTS**

**Recommendation**

It is recommended that the City Council:

1. Authorize \$150,000 of Local Early Action Planning (LEAP) grant funding to be added to LEAP Grant Revenue Account (278-0000-0000-5071-020) and appropriated to the Planning and Community Development Professional Services Account (278-7010-7011-8170-000) for the development of the 2021-2029 Housing Element; and
2. Authorize \$160,000 of Senate Bill 2 (SB 2) Planning grant funding to be added to SB 2 Grant Revenue Account (278-0000-0000-5071-021) and appropriated to the Machinery and Equipment Account (278-7010-7011-8520-000) for an electronic permitting system.

**9. RATIFY EMERGENCY WATER DISTRIBUTION SYSTEM REPAIR WORK AT GRAND PUMP STATION AND APPROVE CONTRACT WITH GENERAL PUMP COMPANY IN THE AMOUNT OF \$59,000.**

**Recommendation**

It is recommended that the City Council:

1. Ratify the costs for emergency repair work in the City's water distribution system, including replacement of a damaged booster starter, surge protector, Supervisory Control and Data Acquisition (SCADA) system, and radios for Grand Pump Station Booster 'B' in the total amount of \$59,000.
2. Authorize the City Manager to execute a contract with General Pump Company, in the amount of \$28,000, and Control Automation Design (CAD), in the amount of \$31,000 for the above emergency work.
3. Appropriate \$21,000 in Water Fund Reserves to Water Production, Equipment Maintenance Account # 500-0000-6711-8110-000
4. Authorize payment to General Pump Company and Control Automation Design pursuant to the attached contracts, and upon the completion of work, and as deemed complete by the Director of Public Works.

**10. PRESENTATION OF MONTHLY INVESTMENT REPORT FOR MAY 2021.****Recommendation**

It is recommended that the City Council Receive and File the monthly investment report for May 2021.

**11. AWARD OF CONSTRUCTION CONTRACT TO CROSTOWN ELECTRICAL AND DATA, INC., FOR THE FAIR OAKS TRAFFIC SIGNAL IMPROVEMENTS PROJECT NO. 2017-07, FEDERAL PROJECT NO. HSIPL-5071(020) IN AN AMOUNT NOT-TO-EXCEED \$541,250.00 AND AWARD OF CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES TO WILLDAN ENGINEERING IN AN AMOUNT NOT-TO-EXCEED \$149,429****Recommendation**

It is recommended that the City Council:

1. Accept a bid dated March 18, 2021, from Crosstown Electrical and Data Inc. to construct the Fair Oaks Avenue Traffic Signal Improvements Project No.2017-07/ Federal Project No. HSIPL-5071 (020) (Project);
2. Authorize the City Manager to execute the agreements and any amendments with Crosstown Electrical and Data Inc. for a not-to-exceed amount of \$541,250.00, with a construction contingency often percent in the amount of \$54,125.00 for a total amount of \$595,375.00.
3. Accept a proposal dated June 21, 2021, from Willdan Engineering for the construction management and inspection services of the Fair Oaks Avenue Traffic Signal Improvements project.
4. Authorize the City Manager to execute the agreements and any amendments with Willdan Engineering for a not-to-exceed amount of \$149,429.
5. Appropriate the following funds for construction, and construction management and inspection for Fair Oaks Avenue Traffic Signal Improvements project:
  1. Proposition C 25% in the amount of \$373,031.60 in Account Number 242-9000-9192-9192-001;
  2. Highway Safety Improvement Program (HSIP) Cycle 7 Grant in the amount of \$253,520 in Account Number 277-9000-9192-9192-001;
  3. General Fund in the amount of \$93,257.90 in Account Number 104-9000-9192-9192-001; and
  4. Proposition A in the amount of \$24,994.50 in Account Number 205-9000-9192-9192-00 I; and
6. Reject all other proposals received.

**12. APPROVAL OF RE-APPROPRIATION OF FISCAL YEAR 2021 PURCHASE ORDERS, CARRY OVER PROGRAMS AND PROJECTS, AND CONFIRMATION OF NON-BID CONTRACTS OVER \$25,000**

**Recommendation**

It is recommended that the City Council:

1. Approve the re-appropriation of Fiscal Year 2021 purchase orders, carry over programs and projects, and confirm three non-bid contracts over \$25,000.

**13. ADOPTION OF A RESOLUTION CONTINUING THE PROCLAMATION OF A LOCAL EMERGENCY DUE TO THE OUTBREAK OF COVID-19, AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY ACTIONS AS THE DIRECTOR OF EMERGENCY SERVICES.**

**RESOLUTION**

A RESOLUTION OF THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONTINUING ITS PROCLAMATION OF A LOCAL EMERGENCY DUE TO THE OUTBREAK OF COVID-19 AND AUTHORIZING THE CITY MANAGER TO CONTINUE TO TAKE ALL NECESSARY ACTIONS AS THE DIRECTOR OF EMERGENCY SERVICES.

**Recommendation**

It is recommended that the City Council:

1. Adopt a Resolution continuing the proclamation of a local emergency due to the outbreak of COVID-19 and authorizing the City Manager to take all necessary actions as the Director of Emergency Services.

**14. THIS ITEM WAS PULLED FOR DISCUSSION FOLLOWING CONSENT CALENDAR**

**15. THIS ITEM WAS PULLED FOR SEPARATE DISCUSSION**

**COUNCIL ACTION AND MOTION**

Mayor Mahmud noted that additional documents were submitted for Item Nos. 6,7,9, and 13 and represent minor modifications to each item.

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) 6-13, as presented and revised by the additional documents.

Motion carried, 5-0.



**CONSENT CALENDAR - AGENDA ITEM(S) PULLED FOR SEPARATE DISCUSSION**

15. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$75,183.79; GENERAL CITY WARRANTS IN THE AMOUNT OF \$1,179,401.74; SUPPLEMENTAL ACH PAYMENTS IN THE AMOUNT OF \$133,209.15; TRANSFERS IN THE AMOUNT OF \$48,055.91; PAYROLL IN THE AMOUNT OF \$541,406.70.**

**Recommendation**

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

**COUNCIL ACTION AND MOTION**

Mayor Mahmud opened the public comment period.

- Alan Ehrlich expressed concern the invoice of Colantuono, Highsmith & Whatley; an invoice from Harry's Glass Shop; an invoice from West Coast Arborists.

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

Mayor Mahmud briefly responded to Mr. Ehrlich's questions.

Mayor Pro Tem Cacciotti asked for clarification on the City Attorney's invoice in regard to ongoing litigation.

A motion was made by Mayor Pro Tem Cacciotti, second by Councilmember Primuth and carried by roll call vote, approving the item as presented.

Motion carried, 5-0.

**14. CALTRANS SURPLUS PROPERTIES DISPOSITION UPDATE****Recommendation**

It is recommended that the City Council.

1. Receive updates from both the Legislative and Non-Legislative California Department of Transportation (Caltrans) Surplus Properties Disposition Ad Hoc Committees; and
2. Provide direction to Ad Hoc Committees on continuing strategy for the disposition of Caltrans surplus properties; and
3. Authorize CivicStone, LLC and staff to issue a Request for Proposals (RFP) for a property inspection and repair estimate for all of the Caltrans properties that will serve the same objectives of both committees; and

4. Authorize CivicStone, LLC and staff to explore funding opportunities and prepare a financial model to support the acquisition and rehabilitation of the Caltrans properties.

### **COUNCIL ACTION AND MOTION**

City Manager Chaparyan introduced the item.

Members of the Legislative and Non-Legislative California Department of Transportation (Caltrans) Surplus Properties Disposition Ad Hoc Committees provided an update.

Mayor Mahmud opened the public comment period.

Live Public Comment:

- Sally Taketa expressed support for the sale of the Caltrans properties.
- Alan Ehrlich expressed his opposition to recommended actions 3 & 4.
- Mark Gallatin expressed support for a resolution to the Caltrans properties and encouraged everyone to continue working together to find a solution.

Written Public Comment

- Delaine Shane expressed her support for a side-by-side sales and open discussions with Caltrans tenants and their union.

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

Mayor Pro Tem Cacciotti inquired about the amount of staff time it would take to perform a side-by-side escrow.

Adam Eliason, CivicStone, responded to City Council inquiries.

Councilmember Zneimer & Councilmember Donovan commented that recommended actions 3 & 4 may be pre-mature at this point.

There was a discussion amongst the City Council regarding the Non-Legislative Ad-Hoc Committee taking on the negotiations for estimated costs.

Councilmember Primuth expressed his support for recommend actions 3 & 4.

Mayor Mahmud recommended delaying recommended actions 3 & 4 until next month to allow time for staff to look into estimates and costs.

Mayor Pro Tem Cacciotti stated that there needs to be clear direction from the City Council to the State level.

Councilmembers discussed the proposed bills and where they are in the current State legislature.

Councilmembers discussed having a community workshop in the near future with pros and cons for each approach.

By consensus, the City Council recommended staff to get estimates for staff time and costs related to recommended actions 3 & 4.

## **ACTION / DISCUSSION**

19. **PROVIDE DIRECTION TO STAFF ON THE INSTALLATION OF ALL-WAY STOP SIGNS AT THE INTERSECTIONS OF MERIDIAN AVENUE/ OAK STREET, MERIDIAN AVENUE/ PINE STREET AND MERIDIAN AVENUE/ MAPLE STREET; AUTHORIZE A CONTRACT AMENDMENT WITH ADHAMI ENGINEERING GROUP FOR THE PREPARATION OF ENGINEERING DESIGN, CONSTRUCTION DOCUMENTS, AND SPECIFICATIONS FOR RECTANGULAR RAPID FLASHING BEACONS AT MERIDIAN AVENUE AND OAK STREET IN AN AMOUNT NOT-TO-EXCEED \$9,010, FOR A TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$55,000**

### **Recommendation**

It is recommended that the City Council:

1. Provide direction to staff on the installation of all-way stop signs at the intersections of Meridian Avenue / Oak / Pine / Maple Streets;
2. Authorize the City Manager to execute a Contract Amendment with Adhami Engineering Group for the preparation of engineering design, construction documents, and specifications for Rectangular Rapid Flashing Beacons (RRFB) at Meridian Avenue and Oak Street in an amount not-to-exceed \$9,010, for a total not-to-exceed contract amount of \$55,000.
3. Appropriate \$10,160 in Proposition C Funds to Account Number 207-9000-9351.

## **COUNCIL ACTION AND MOTION**

Public Works Director Abbas presented a staff report.

Mayor Mahmud clarified that rectangular rapid flashing beacons and all-way stop signs cannot both be installed at the same intersection.

Mayor Pro Tem Cacciotti asked if the rapid flashing beacons could be moved to another intersection in need.

Councilmember Zneimer inquired if the construction of the rectangular rapid flashing beacons were complete.

Public Works Director Abbas responded to City Council inquiries.

Live Public Comment:

- John Fisher expressed his support for rapid flashing beacons.
- Sally Takeda expressed her support for all-way stop signs.
- Sean Teer expressed his support for all-way stop signs.
- Delaine Shane expressed her support for all-way stop signs.
- Larry Abelson discussed the recommendations made by the Mobility and Transportation Infrastructure Commission.
- Alan Ehrlich expressed his support for all-way stop signs.
- Wendy Lee expressed her support for all-way stop signs.
- Kim Carlson expressed her support for all-way stop signs.
- Ann Gillespie expressed her support for all-way stop signs.

Written Public Comment

- Delaine Shane expressed her support for a side-by-side sales and open discussions with Caltrans tenants and their union.

Councilmembers discussed many of the traffic and safety concerns at Meridian Ave/Oak St. and expressed their support for all-way stop signs at Meridian Ave/Oak Street.

Councilmember Primuth expressed his appreciation for the work the Mobility and Transportation Infrastructure Commission put into this issue.

Councilmembers discussed ADA accessibility at the crosswalk.

Motion by Councilmember Donovan, second by Councilmember Primuth, and approved by roll call vote to authorize all-way stop signs at Meridian Ave/Oak St expeditiously and to include crosswalk improvements.

Motion carried, 5-0.

Councilmembers discussed a potential all-way stop signs at Pine St. & Maple St. They discussed the Mobility and Transportation Infrastructure Commission conducting a community forum to consider all traffic safety measures.

Councilmember Primuth discussed different funding measures such as Measure M funds to provide traffic safety improvements.

A motion was made by Mayor Mahmud, seconded by Councilmember Primuth, and approved by roll call vote to not install an all-way stop sign at Meridian Ave/Pine St unless recommended by the Mobility and Transportation Infrastructure Commission.

Motion carried 5-0.

Councilmember Zneimer expressed safety concerns at Meridian Ave/Maple St. A motion was made by Mayor Mahmud, seconded by Councilmember Primuth, and approved by roll call vote to refer traffic and pedestrian safety conditions at the intersections at Pine St. & Maple St. to the Mobility and Transportation Infrastructure Commission.

Motion carried 5-0.

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Donovan, and approved by roll call vote to approve recommended action #2.

Motion carried, 5-0.

A motion was made by Mayor Pro Tem Cacciotti, seconded by Councilmember Primuth, and approved by roll call vote to approve recommended action #3.

Motion carried, 5-0.

<b>PUBLIC HEARING</b>
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**16. CONDUCT A PUBLIC HEARING CONFIRMING CHARGES ASSESSED BY THE COUNTY OF LOS ANGELES DEPARTMENT OF AGRICULTURAL COMMISSIONER/WEIGHTS AND MEASURES FOR THE ABATEMENT OF HAZARDOUS VEGETATION ON RESPECTIVE PARCELS OF UNIMPROVED PRIVATE PROPERTIES CONSTITUTING A FIRE HAZARD**

**Recommendation**

It is recommended that the City Council

1. Conduct Public Hearing.
2. Allow property owners with pending weed abatement charges the opportunity to question or receive an explanation of pending charges, confirm the 2021 declaration list of charges.

**COUNCIL ACTION AND MOTION**

Fire Chief Riddle presented a staff report.

Mayor Mahmud opened the public hearing.

With no requests to speak, the public hearing 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 16, as presented.

Motion carried, 5-0.

**17. CONDUCT A PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FISCAL YEAR 2021-2022 FOR THE SENIOR NUTRITION PROGRAM IN THE AMOUNT OF \$18,383.10.**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE ALLOCATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE SENIOR NUTRITION PROGRAM FOR FISCAL YEAR 2021-2022.

**Recommendation**

It is recommended that the City Council:

1. Conduct Public Hearing.
2. Adopt Resolution to approve a portion of the Community Development Block Grant (CDBG) funds, in the amount of \$18,383.10, for Fiscal Year 2021-2022 (FY2022), for the Senior Nutrition Program (Program); and Authorize a budget adjustment to match the final funding revenue and expenditure amounts for the Program.

**COUNCIL ACTION AND MOTION**

Community Services Director Pautsch presented a staff report.

Mayor Mahmud inquired if the seniors have come accustomed to the new food at the Senior Center.

Community Services Director Pautsch answered affirmatively.

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 Zneimer, and approved by roll call vote to approve Agenda Item 17, as presented.

Motion carried, 5-0.

<b>ACTION / DISCUSSION</b>
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**18. PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2020**

**Recommendation**

It is recommended that the City Council:

1. Receive and file the City of South Pasadena’s Annual Comprehensive Financial Report (AFR) for the Fiscal Year ending June 30, 2020.

**COUNCIL ACTION AND MOTION**

Interim Assistant City Manager Aguilar introduced the item and Brianna Schultz from Rodgers, Anderson, Malody & Scott, LLP, made a presentation.

Mayor Pro Tem Cacciotti inquired how the City’s audit compares to other audits performed at other agencies and the overall timing of the audit.

Mayor Mahmud stated that she is pleased to see the number of deficiencies drop in this year’s audit and asked which of the remaining deficiencies should be prioritized for the coming year.

Interim Assistant City Manager Aguilar and Ms. Schultz responded to City Council inquiries and noted that policies and procedure deficiencies are a top priority to fix in the coming year.

Councilmembers thanked Interim Assistant City Manager Aguilar and her staff for their work on the audit.

Mayor Mahmud opened the public comment period.

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

The City Council received and filed the report.

**INFORMATION REPORTS**

None

**ADJOURNMENT**

There being no further matters, Mayor Mahmud adjourned the meeting of the City Council at 10:24 PM, to the next Regular City Council meeting scheduled on Wednesday, August 18, 2021.

Respectfully submitted:

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

APPROVED

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

Attest:

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