



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

**Council Chamber  
1424 Mission Street, South Pasadena, CA 91030  
Wednesday, June 2, 2021 at 7:00 p.m.**

**VIRTUAL MEETING**

**South Pasadena City Council Statement of Civility**

*As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for June 2, 2021 will be conducted remotely and held by video conference.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating remotely and will not be physically present in the Council Chambers.

The virtual meeting will be conducted over [ZOOM](#) and [broadcast live on the City Council meeting webpage](#). Registration is not required to participate in live public comment.

**Webinar ID: 974 7011 5897**

**Passcode: 3288**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:  
<https://zoom.us/j/97470115897?pwd=eERBWU9qUlg5ZWxzMnEzQ1hpcVB3UT09>; or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:  
<https://zoom.us/u/acgKjA6uvS>

- CALL TO ORDER:** Mayor Diana Mahmud
- ROLL CALL:** Mayor Diana Mahmud  
Mayor Pro Tem Michael Cacciotti  
Councilmember Jack Donovan  
Councilmember Jon Primuth  
Councilmember Evelyn G. Zneimer
- PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Cacciotti

**CLOSED SESSION ANNOUNCEMENTS**

- 1. CLOSED SESSION ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately.

**PUBLIC COMMENT AND SUGGESTIONS**

The City Council welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments for City Council consideration **by one of the following options:**

**Option 1:**

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item. *(Note: For the purpose of best ensuring that all of the agenda items are considered at the Council Meeting, the Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to limit public comment(s) to less than 3 minutes on any given agenda item).*

**Option 2:**

Email your public comment(s) to [ccpubliccomment@southpasadenaca.gov](mailto:ccpubliccomment@southpasadenaca.gov). Public Comments received in writing will not be read aloud at the meeting. Written public comments will be announced at the meeting and become part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate: 1) your name (optional), and 2) agenda item you are submitting public comment on. The cutoff time for public comment to be submitted via email is 4 p.m. the day of the Council meeting.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**2. Public Comment – General****PRESENTATION**

None

**COMMUNICATIONS****3. Councilmembers Communications**

Time allotted per Councilmember is 3 minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

**4. City Manager Communications****5. Reordering of, Additions, or Deletions to the Agenda****OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

Items listed under the consent calendar are -considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

**CONSENT CALENDAR****6. Approval of Prepaid Warrants in the Amount of \$48,940.42; General City Warrants in the Amount of \$464,094.17; General City Warrant Voids in the Amount of (\$26.32); Supplemental ACH Payments in the Amount of \$17,446.61; Payroll in the Amount of \$564,082.90**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 3, 2021 – Regular Meeting**
- **March 17, 2021 – Regular Meeting**

Recommendation

It is recommended that the City Council approve the minutes for the date(s) listed, as presented.

**8. Accept Project Completion and Authorization to File a Notice of Completion (NOC) for the City Hall Courtyard Project and Authorization to Release Retention Payment to Cerco Engineering in the Amount of \$5,885**Recommendation

It is recommended that the City Council:

1. Accept the City Hall Courtyard Project as complete;
2. Authorize the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorize release of retention payment to Cerco Engineering in the amount of \$5,885.

**9. Authorize the Second Amendment to the Professional Services Agreement with Interwest Incorporated for Assistant Planner Staffing Services for a Total Not-To-Exceed Amount of \$65,970; and Authorize the Second Amendment to the Professional Services Agreement with Wildan Engineering Incorporated for Code Enforcement Services for a Total Not-To-Exceed Amount of \$101,628**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager to execute the second amendment to the Professional Services Agreement with Interwest Incorporated to extend the term of the PSA by three months for a total not-to-exceed amount of \$65,970 for continued contract assistant planner services during the recruitment of the Associate Planner Position in 2020; and
2. Authorize the City Manager to execute the second amendment to the Professional Services Agreement with Wildan Engineering Incorporated to extend the term of the PSA by six months for a total not-to-exceed amount of \$101,627.50 for contract code enforcement services during the recruitment of the Community Improvement Coordinator Position in 2020.

**10. Contract Extension for Financial Audit Services with Rogers Anderson Malody & Scott LLP**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a three-year contract extension with Rogers, Anderson, Malody & Scott, LLP, in a form approved by the City Attorney, for audit services for three fiscal years from 2021 to 2023, in the amount of \$133,200 for the three year contract term.

**11. 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**

Recommendation

It is recommended that the City Council approve the attached 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.

**12. Appropriate \$25,000 of the \$420,000 Repurposed Metro Cycle 3 Open Streets Grant Funds for Pre-Design Activities for the Slow Streets Program**

Recommendation

It is recommended that the City Council appropriate \$25,000 of the \$420,000 repurposed Los Angeles County Metropolitan Transportation Authority (Metro) Cycle 3 Open Streets grant funds to the Golden Street Grant line item 249-2010-2011-8170, Professional Services in Management Services, for the pre-design phase of the Slow Streets Program.

**PUBLIC HEARING**

None

**ACTION / DISCUSSION**

**13. Review of “Hero Pay” Urgency Ordinance Establishing Requirement and Associated Protections for Grocery and Drug Retail Workers in the City and Consideration of Ordinance Extension**

Recommendation

It is recommended that the City Council review the “hero pay” urgency ordinance and provide direction as to whether to extend the ordinance beyond the initial 60 days.

**14. Approval of a Professional Services Agreement with Pasadena Humane Society and SPCA for Animal Control Services until June 30, 2026, for an Amount Not-to-Exceed \$894,217**

Recommendation

It is recommended that the City Council approve a professional services agreement with the Pasadena Humane Society & SPCA (PHS) for animal control services for a five-year term ending June 30, 2026, for an amount not-to-exceed \$894,217.

**INFORMATION REPORTS**

None

**ADJOURNMENT**

**FUTURE CITY COUNCIL MEETINGS  
(OPEN SESSION)**

June 16, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
July 7, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
July 21, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

City Council meeting agenda packets and any agenda related documents are available online for public inspection on the City website: <https://www.southpasadenaca.gov/government/city-council-meetings/2021-council-meetings>. Additional documents, when presented to City Council, will also be uploaded and available on the City’s website.

Regular meetings are streamed live via the internet at:  
[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or calling the City Clerk’s Division at (626) 403-7230.

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.*

05/27/2021

/s/

Date

Linda Thai  
Deputy City Clerk