



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

**MINUTES**

**WEDNESDAY, MAY 5, 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, May 5, 2021, at 7:00 p.m. The meeting was held virtually, via Zoom, in accordance with Governor Newsom's Executive Order N-29-20. 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

Linda Thai, Deputy City Clerk, announced a quorum.

**CITY** Sean Joyce, Interim City Manager; Teresa Highsmith, City Attorney; Lucie  
**STAFF** Colombo, Interim CityClerk; and Linda Thai, Deputy City Clerk were  
**PRESENT:** present at Roll Call. Other staff members were present and 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**

None

### **2. Public Comment - General**

Mayor Mahmud announced that email comments were submitted and are added to the record as "Additional Docs.

Deputy City Clerk Thai noted the following written public comment was received:

Written Public Comment:

- Tucker Nelson

<b>PUBLIC HEARINGS</b>
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### **3. Homeless Presentation**

Staff, Samantha Matthews from San Gabriel Valley Council of Governments and Raji Shivshanker from Union Station Homeless Services, made a presentation on the item and answered questions from the City Council.

Councilmember Primuth inquired about areas of concentrated homelessness that provide services for those in need. Mayor Pro Tem Cacciotti asked if there is a single point of contact for homeless services for the San Gabriel Valley area and inquired regarding the homeless individuals who don't want assistance. Councilmember Zneimer inquired regarding the number of homeless individuals who need medical or mental health assistance and where funding for those services is available. Mayor Mahmud inquired

regarding the focused effort to address the homeless on Skid Row will include funding to address homelessness in the San Gabriel Valley and other areas of Los Angeles County. Mayor Pro Tem Cacciotti inquired about the availability of permanent housing for homeless individuals. [

Staff and representatives from San Gabriel Valley Council of Governments (SGVCOG) and Union Station Homeless Services answered questions and provided clarifications.

<b>COMMUNICATIONS</b>
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**4. Councilmembers Communications**

Councilmember Zneimer shared a photo of one of the City’s reservoirs; discussed a recent meeting with the South Pasadena Tournament of Roses Committee; and commented on an ordinance of the City of Alhambra to ban tobacco products in the City.

**MOTION**

It was moved by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti, to have South Pasadena Arts Council (SPARC) provide a presentation at a future City Council meeting regarding the history of Tournament of Rose Parade floats in South Pasadena.

**MOTION**

It was moved by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti, to bring back an item with a proposed ordinance to ban tobacco products in the City.

Councilmember Primuth noted he was not able to attend recent Commission meetings due to Special City Council meetings; discussed a recent Festival of Balloons Committee meeting and noted that the Committee opted to not have a parade this year; discussed

redistricting in the City and asked that the City work with the School District as the City goes through the redistricting process.

Councilmember Donovan discussed a recent Finance Committee meeting and a recent Youth Commission meeting.

Mayor Pro Tem Cacciotti shared photos of a recent repair of a water main break; shared a photo of a leased City building; shared a photo a recent filming and South Pasadena Police Officers; shared a photo of Eddie Park House; shared a photo a one of the City's Dial-A-Ride vehicles; shared photos of the City's arson dog; shared a photo City staff picking up shopping carts; suggested having a vaccination center in the City and discussed two grant opportunities.

Mayor Mahmud discussed having a Strategic Plan Workshop when the new City Manager starts in the near future; discussed upcoming meetings regarding pocket parks; and congratulated the City's new Police Chief Brian Solinsky.

## **MOTION**

It was moved by Mayor Mahmud, second by Councilmember Zneimer, to have the Finance Commission discuss the \$4 million cell tower lease proceeds.

## **5. City Manager Communications**

Interim City Manager Joyce announced the hiring of the new Police Chief Brian Solinsky, and thanked everyone for participating in the recruitment process; discussed an upcoming Special Planning Commission meeting regarding the General Plan/Downtown Specific Plan Update & the 2021-2029 Housing Element; discussed the recent investigations of the South Pasadena Police Department and noted that it was found that the City does not have biased based policing but does need additional training on identifying hate crimes; and announced that the City is planning to reopen facilities by May 17<sup>th</sup>.

Police Chief Solinsky provided comments and thanked the City for the opportunity to serve as Police Chief.

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

None

<b>CONSENT CALENDAR</b>
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7. **Approval of Prepaid Warrants in the Amount of \$74,882.18; General City Warrants in the Amount of \$330,087.44; Payroll in the Amount of \$1,150,686.73; Supplemental ACH Payments in the Amount of \$6,641.79**

Recommendation

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

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

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

10. **Authorization for the Police Department to Expend \$9,000 from the Asset Forfeiture Fund for Executive Leadership Training**

Recommendation

It is recommended that City Council authorize the appropriation of \$9,000 from Asset Forfeiture Reserves to the Police Training Account 240-4010-4011-8200-000 for executive leadership training.

**11. Receive and File the 2020 Housing Community Development Annual Progress Report**

Recommendation

It is recommended that the City Council receive and file the 2020 Annual Housing Report.

**COUNCIL ACTION AND MOTION**

Mayor Mahmud noted that public comments were received for Agenda Items 7 and 8.

Mayor Pro Tem Cacciotti requested to pull Agenda Item 16 for separate discussion.

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Consent Calendar Agenda Items 7, 10-11, as presented.

Motion carried, 5-0.

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

**8. Second Reading and Adoption of an Ordinance Adding a New Division 36.375 (Inclusionary Housing) to Chapter 36 (Zoning) of the South Pasadena Municipal Code**

Recommendation

Staff recommends that the City Council conduct second reading and adopt Ordinance No. amending the South Pasadena Municipal Code by adding Division 36.375 (Inclusionary Housing) to Chapter 36 (Zoning).

Mayor Mahmud opened the public comment period.

Deputy City Clerk Thai noted the following public comments were received:

Written Public Comment:

- Anthony Dedousis

Recorded Public Comment:

- Anthony Dedousis

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

### **COUNCIL ACTION AND MOTION**

It was moved by Mayor Mahmud, second by Mayor Pro Tem Cacciotti, and approved by roll call vote to approve Agenda Item 8, as presented.

Motion carried, 5-0.

9. **Second Reading and Adoption of an Ordinance to Amend Chapter 36 (Zoning) of the South Pasadena Municipal Code Pertaining to Accessory Dwelling Unit (ADU) Regulations**

**Recommendation**

Staff recommends that the City Council conduct second reading for and adopt an Ordinance amending South Pasadena Municipal Code (SPMC) Section 36.350.200 (Residential Uses – Accessory Dwelling Units).

Mayor Mahmud opened the public comment period.

Deputy City Clerk Thai noted the following public comments were received:

Written Public Comment:

- Dylan Casey

Recorded Public Comment:

- Dylan Casey

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

Councilmember Primuth inquired if any of the errors presented in public comment are concerns.

City Attorney responded to questions and noted the proposed ordinance is in good legal standing.

### **COUNCIL ACTION AND MOTION**

It was moved by Mayor Pro Tem Cacciotti, second by Councilmember Zneimer, and approved by roll call vote to approve Agenda Item 9, as presented.

Motion carried, 5-0.

<b>ACTION / DISCUSSION</b>
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**12. Appointment of Arminé Chaparyan as City Manager and Approval of City Manager Contract**

Recommendation

It is recommended that the City Council appoint Arminé Chaparyan as City Manager and approve an Employment Agreement for her services.

A staff report was presented.

Mayor Mahmud opened the public comment period.

Deputy City Clerk Thai noted the following public comments were received:



Written Public Comment:

- Alan Ehrlich

Recorded Public Comment:

- Chris Bray
- Alan Ehrlich

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

**COUNCIL ACTION AND MOTION**

It was moved by Councilmember Donovan, second by Councilmember Zneimer, and approved by roll call vote to approve Agenda Item 12, as presented.

Motion carried, 5-0.

**13. Appointment of ad hoc City Council Subcommittee for Implementation Strategies re Caltrans Surplus Properties Disposition (a.k.a. Phase II)**

Recommendation

Appoint an ad hoc subcommittee of two members of the City Council to explore in depth the myriad details associated with managing the disposition of Caltrans surplus homes including, but not limited to, potential negotiations with Caltrans, potential creation of a land trust, and financing strategies for purchase of surplus properties.

A staff report was presented. The City Council had questions and discussions regarding this matter.

Mayor Pro Tem Cacciotti inquired about the parameters of the proposed ad hoc subcommittee. Councilmember Zneimer noted that both ad hoc subcommittees should run their tasks parallel with each other.

Staff answered City Council questions and provided clarifications.

By consensus, the City Council opted to hear all public comment on this item forgoing the 30 minute time limit for comments.

Mayor Mahmud opened the public comment period.

Deputy City Clerk Thai noted the following public comments were received:

**Written Public Comment:**

- Richard Fannan & Emilia Lomeli-Fannan
- Sally Takeda
- Ellen Daigle
- Ron Rosen
- Kim Carlson

**Recorded Public Comment:**

• Richard Schneider	• Victoria Patterson
• Sean Teer	• Wendy Lee
• Bonnie Kingry	• Glen Duncan
• Joanne Nuckols	• Lisa Almeida
• Margaret Silva	• Carol Koch
• Mary Urquhart	• Angela Flores
• Ryan Bell	• Delaine Shane
• Mark Gallatin	• Anne Bagasao
• Lori Davis Denny	• Odom Stamps
• Roberto Flores	• Tim Ivison

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

**COUNCIL ACTION AND MOTION**

Councilmember Zneimer expressed her support for the proposed ad hoc sub-committee, recommended appointing Councilmember Primuth and Mayor Pro Tem Cacciotti to the sub-committee, and made a motion to that effect. Councilmember Primuth requested to amend Councilmember Zneimer's motion to bifurcate the creation of the proposed ad hoc sub-committee and appointing its members.

A modified motion was made by Councilmember Zneimer, second by Councilmember Primuth and approved by roll call vote to approve the creation of an ad hoc subcommittee of two members of the City Council to explore in depth the myriad details associated with managing the disposition of Caltrans surplus homes including, but not limited to, potential negotiations with Caltrans, potential creation of a land trust, and financing strategies for purchase of surplus properties.

Motion carried, 5-0.

Councilmember Primuth discussed potential appointments to the ad hoc sub-committee. Councilmember Donovan stated that he heard the comments from residents and would support Mayor Pro Tem Cacciotti on the sub-committee. Mayor Pro Tem Cacciotti expressed concern with the time commitment but stated he is willing to serve on the sub-committee. Councilmember Primuth expressed his support for Mayor Pro Tem Cacciotti to serve on the sub-committee.

Motion by Councilmember Zneimer, second by Councilmember Donovan and approved by roll call vote to approve the appointment of Mayor Pro Tem Cacciotti and Councilmember Primuth to serve on the ad hoc sub-committee.

Motion carried, 5-0.

**14. Direct Staff to Proceed with Westside Reservoir Comprehensive Structural Assessment Study and Appropriate \$100,000 from Water Enterprise Fund Reserves**

Recommendation

It is recommended that the City Council:

1. Direct staff to solicit proposals for an evaluation of the condition of the Westside Reservoir, including detailed structural analysis, and provide a technical memorandum report with recommendations for rehabilitation and replacement alternatives; and
2. Appropriate \$100,000 from Water Enterprise Fund reserves to Water Production Account Number 500-6010-6711-8170 for the cost of the study.

A staff report was presented.

Councilmember Zneimer shared photos of corrosion and cracks at the reservoir and expressed her support for the recommended action. Mayor Pro Tem Cacciotti inquired about a study done in 2017 and what the current cost would be to replace the entire structure. Councilmember Primuth inquired if rehabilitation or replacement of the reservoir would be more beneficial in the long run. Councilmember Donovan discussed potential local applicants for the project. Mayor Pro Tem Cacciotti inquired about potential rate-increases to water rates and possible funding sources to address any funding gap. Mayor Mahmud noted that the City isn't likely to receive outside funding to complete the project.

Staff answered City Council questions and provided clarifications.

Mayor Mahmud opened the public comment period.

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

Mayor Pro Tem Cacciotti discussed the historical aspect of the Westside Reservoir.

## **COUNCIL ACTION AND MOTION**

It was moved by Councilmember Zneimer, second by Mayor Pro Tem Cacciotti and approved by roll call vote to approve Agenda Item 14, as presented.

Motion carried, 5-0.

<b>INFORMATION REPORTS</b>
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### **15. Business Marketing Plan Phase 1 Progress Report**

Laurie Wheeler, South Pasadena Chamber of Commerce President, made a presentation.

Councilmember Donovan inquired about the success of the marketing plan.

Ms. Wheeler responded to questions.

Steven Lawrence, Nexusplex, made a presentation.

Councilmember Donovan expressed his support for the outreach effort detailed in the presentation. Councilmember Primuth thanked everyone for their marketing and outreach efforts.

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**ADJOURNMENT**

There being no further matters, Mayor Mahmud adjourned the Virtual Zoom meeting of the City Council at 11:00 PM, to the next Regular City Council meeting scheduled for Wednesday, May 19, 2021.

Respectfully submitted:



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Lucie Colombo, CMC, CPMC  
City Clerk

**APPROVED:**



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**DIANA MAHMUD**  
**MAYOR**

Attest:



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Lucie Colombo, CMC, CPMC  
City Clerk

*Approved at City Council Meeting: 7/7/2021*