



**CITY OF SOUTH PASADENA
CITY COUNCIL**

**A G E N D A
REGULAR MEETING
WEDNESDAY, APRIL 20, 2022, AT 7:00 P.M.**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

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

The South Pasadena City Council Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street
- Live Broadcast via the website - http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 825 9999 2830**

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; or
2. Click on the following unique Zoom meeting link:
<https://us06web.zoom.us/j/82599992830> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID.

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

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public can comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item, you may participate **by one of the following options:**

Option 1:

Participate in-person at the City Council Chambers.

Option 2:

Public Comment speakers have three minutes to address the Council, however, the Mayor and City Council can adjust time allotted as needed. 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 three minutes per item.

Option 3:

Email public comment(s) to ccpubliccomment@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be 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) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than 12:00 p.m., on the day of the Council meeting.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment(s) to less than three minutes.

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.

CLOSED SESSION ANNOUNCEMENTS**1. CLOSED SESSION ANNOUNCEMENTS****PUBLIC COMMENT****2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

PRESENTATIONS**3. PET ADOPTION: PASADENA HUMANE SOCIETY****4. SOUTH PASADENA POLICE DEPARTMENT LIFE SAVING AWARDS****5. PROCLAMATION DECLARING APRIL 17 THROUGH APRIL 23, 2022 AS “CALIFORNIA MOSQUITO AWARENESS WEEK” IN THE CITY OF SOUTH PASADENA**

6. **PROCLAMATION DECLARING APRIL 22, 2022, AS "EARTH DAY" IN THE CITY OF SOUTH PASADENA**
7. **PROCLAMATION DECLARING APRIL 27, 2022 AS "DENIM DAY" IN THE CITY OF SOUTH PASADENA**
8. **PROCLAMATION DECLARING APRIL 24, 2022 AS "ARMENIAN GENOCIDE REMEMBRANCE DAY" IN THE CITY OF SOUTH PASADENA**

COMMUNICATIONS

9. **COUNCILMEMBER COMMUNICATIONS**
Time allotted per Councilmember is 3 minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.
10. **CITY MANAGER COMMUNICATIONS**
11. **REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

CONSENT CALENDAR

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.

12. **APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$95,607.42; GENERAL CITY WARRANTS IN THE AMOUNT OF \$558,255.01; SUPPLEMENTAL AUTOMATED CLEARING HOUSE PAYMENTS IN THE AMOUNT OF \$67,943.53; VOIDS IN THE AMOUNT OF (\$6,077.50); TRANSFERS IN THE AMOUNT OF \$96,898.22; PAYROLL IN THE AMOUNT OF \$937,322.02**

Recommendation

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

13. **APPROVAL OF A FIVE-YEAR AGREEMENT WITH THE SOUTH PASADENA CHAMBER OF COMMERCE FOR THE OPERATION OF THE SOUTH PASADENA FARMERS' MARKET**

Recommendation

It is recommended that the City Council approve a five (5) year agreement with the South Pasadena Chamber of Commerce for the operation of the South Pasadena Farmers' Market.

14. **MONTHLY INVESTMENT REPORT FOR FEBRUARY 2022**

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Report for February 2022.

15. APPROVAL OF THIRD AMENDMENT TO THE ARROYO SECO GOLF COURSE OPERATIONS MANAGEMENT AGREEMENT WITH DONOVAN BROS. GOLF, LLC**Recommendation**

It is recommended that the City Council approve the Third Amendment to the Arroyo Seco Golf Course (Golf Course) Operations Management Agreement (Agreement) with Donovan Bros. Golf, LLC (Donovan).

16. PRESENTATION OF CITY COUNCIL MEETING MINUTES**Recommendation**

It is recommended that the City Council approve the minutes as listed on the agenda and as presented.

PUBLIC HEARING**17. PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE REMAINING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS FOR FISCAL YEAR 2021/2022, IN THE AMOUNT OF \$104,170.90, WITH INCREASES OF \$6,127.70 FOR THE SENIOR NUTRITION PROGRAM AND \$98,043.20 FOR THE SIDEWALK REPLACEMENTS AND AMERICAN WITH DISABILITIES ACT RAMP UPGRADES, AND PROGRAM FUNDS FOR FISCAL YEAR 2022/2023 IN THE AMOUNT OF \$122,554, WITH \$24,510.80 FOR THE SENIOR NUTRITION PROGRAM AND \$98,043.20 FOR SIDEWALK REPLACEMENTS AND AMERICAN WITH DISABILITIES ACT RAMP UPGRADES****Recommendation**

It is recommended that the City Council conduct a public hearing and adopt a resolution to approve the following:

1. Program the remaining portion of the Community Development Block Grant (CDBG) program funds for the Fiscal Year 2021/2022, in the amount of \$104,170.90, with increases of \$6,127.70 for the Senior Nutrition Program and \$98,043.20 to Sidewalk Replacements and American with Disabilities Act (ADA) ramp upgrades; and
2. Program the CDBG program funds for the Fiscal Year 2022/2023, in the amount of \$122,554, with \$24,510.80 for the Senior Nutrition Program and \$98,043.20 for Sidewalk Replacements and ADA ramp upgrades.

ACTION / DISCUSSION**18. AUTHORIZE THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENTS FOR THE 2021-2029 HOUSING ELEMENT AND GENERAL PLAN/ DOWNTOWN SPECIFIC PLAN****Recommendation**

It is recommended that the City Council authorize the City Manager to execute the:

1. Second Amendment to the PlaceWorks Professional Services Agreement (PSA) for the 2021-2029 Housing Element to include additional analysis in the amount of \$42,715 for a total not-to-exceed amount of \$310,313; and
2. Third Amendment to the PlaceWorks PSA for the General Plan/Downtown Specific Plan (GP/DTSP) to include additional revisions in the amount of \$25,000 for a total not-to-exceed amount of \$260,312.

19. **APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH THE SOUTH PASADENA PRESERVATION FOUNDATION FOR INSPECTION OF VACANT CALTRANS SURPLUS HOMES; AND AUTHORIZE CITY MANAGER TO ISSUE REQUEST FOR QUALIFICATIONS FOR HOUSING RELATED ENTITIES, TO ISSUE A REQUEST FOR PROPOSAL FOR PROPERTY INSPECTION AND REPAIR ESTIMATES FOR SUCH PROPERTIES, AND TO APPROVE A FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH CIVICSTONE, LLC**

Recommendation

It is recommended that the City Council review and provide direction regarding the implementation of Senate Bill 381 (SB 381):

1. Authorize the City Manager to enter into a Memorandum of Understanding (MOU) with the South Pasadena Preservation Foundation (SPPF) to inspect the vacant historic surplus Caltrans properties and identify the character defining features; and
2. Authorize the City Manager to release a Request for Qualifications (RFQ) to solicit Housing Related Entities (HREs) for potential partnership opportunities and/or consultants to assist in the formation and implementation of a Community Land Trust; and
3. Authorize the City Manager to release a Request for Proposals (RFP) to conduct property inspection and repair estimates of the properties under consideration for purchase by the City; and
4. Approve a First Amendment to the Professional Services Agreement (PSA) with CivicStone, LLC to extend the contract term to complete the existing scope of work and authorize an additional \$5,850 for the additional scope of work, for total not-to-exceed amount of \$80,850

INFORMATION REPORTS – NONE

PUBLIC COMMENT – CONTINUED

20. **CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the public comment queue not heard during the first 30 minutes of Item 2. No new speakers will be accepted at this time.

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

| | | |
|----------------|------------------------------|-----------|
| April 27, 2022 | Special City Council Meeting | 6:00 p.m. |
| May 4, 2022 | Regular City Council Meeting | 7:00 p.m. |
| May 18, 2022 | Regular City Council Meeting | 7:00 p.m. |

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City's website:

www.southpasadenaca.gov/CityCouncilMeetings2022

Regular meetings are live streamed via the internet at:

http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at CityClerk@southpasadenaca.gov or call (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. 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).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **April 20, 2022**, 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, on the date listed below.*

4/14/2022

/S/

Date

Christina A. Muñoz, Deputy City Clerk