



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

**MINUTES**

**WEDNESDAY, JANUARY 18, 2023, AT 7:00 P.M.**

**CALL TO ORDER:**

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Primuth on Wednesday, January 18, 2023, at 7:24 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Mayor Jon Primuth  
Mayor Pro Tem Evelyn G. Zneimer  
Councilmember Jack Donovan  
Councilmember Michael A. Cacciotti  
Councilmember Janet Braun

**ABSENT**

None.

Desiree Jimenez, Chief City Clerk, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Andrew Jared, City Attorney; Desiree Jimenez, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**PLEDGE OF ALLEGIANCE**

The Flag Salute was led by Councilmember Donovan

**CLOSED SESSION ANNOUNCEMENTS****1. CLOSED SESSION ANNOUNCEMENTS (5:15PM)****A. PUBLIC EMPLOYMENT-PERFORMANCE EVALUATION**

Government Code Section 54957

Title: City Manager

**B. REAL PROPERTY NEGOTIATIONS**

(Government Code Section 54956.8)

1. Property Address: 920 Lohman Lane  
Agency Negotiator: Arminé Chaparyan, City Manager  
Negotiating Party: John Letts, iTennis  
Under Negotiation: Price and Terms
2. Property Address: 913 Meridian Avenue  
Agency Negotiator: Arminé Chaparyan, City Manager  
Negotiating Party: Jim Tarvares, President of the South Pasadena Preservation Foundation  
Under Negotiation: Price and Terms

**C. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**

(Government Code Section 54956.9(d)(1))

1. *American Medical Response West v. California Department of Health Care Services, et al.* (SSC Case No. 34-2021-80003757)
2. *Los Angeles Sunshine Coalition vs City of South Pasadena* (LASC Case No. 22STCP04228)
3. *Robert Crew v. City of South Pasadena* (EEOC Case No. 480-2022-00265)
4. *Shahid Abbas v. City of South Pasadena* (LASC Case No. 22STCV19084)
5. *Travelers Ins. v. So. Pasadena* (LASC Case No. 22STCV22759)
6. *James Cheung v. So. Pasadena* (LASC Case No. 22STCP01432)
7. *James Cheung v. So. Pasadena* (CDCA Case No. 2:22-cv-01756-SVW-GJS)
8. *City of South Pasadena v. Janet Ferguson and John Algeo* (LASC Case No. 22STCV18726)
9. *City of South Pasadena, et al. vs California Department of Transportation, et al.* (LASC Case No. 21STCP01779)
10. *Arcadia et al. v. Southern California Edison Co.* (SBSC Case No. 20CV02026)
11. *Cruz v. So. Pasadena* (LASC Court Case No. 21STCV19706)
12. *Fahren James and Victoria Patterson v. City of South Pasadena* (CDCA Case No. 2:21-cv-08256-DSF-KK)
13. *Forbes v. So. Pasadena* (LASC Case No. 22STCV30042)
14. *Togi v. City of South Pasadena* (LASC Case No. BC680186)
15. *Coyotl + Macehualli v. So. Pasadena* (LASC Court Case No. 21STCP00897)

**D. CONFERENCE WITH LEGAL COUNSEL: POTENTIAL LITIGATION (INITIATING)**

Government Code Section 54956.9(d)(4)

Number of Potential Cases: 2

During Closed Session Announcements, City Attorney Andrew Jared reported that no action was taken regarding any of the items. City Attorney Jared noted that one of the potential cases for item no. D was not discussed.

The City Council recessed into Closed Session at 7:10 P.M. with all Councilmembers present.

On Dec. 21, 2022, The City Council went back into Closed Session after the Regular Meeting.

**A. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**

(Government Code Section 54956.9(d)(1))

1. City of South Pasadena v. California Department of Transportation (LASC Case No. 21STCP01779)
2. Abbas v. City of South Pasadena (LASC Case No. 22STCV19084)
3. Los Angeles Sunshine Coalition v. City of South Pasadena (LASC Case No. 22STCP04228)
4. Travelers Property Casualty Insurance Company v. City of South Pasadena (LASC Case No. 22STCV22759)
5. Smith v. City of South Pasadena (LASC Case No. 19BBCV00118)

**B. CONFERENCE WITH LEGAL COUNSEL: POTENTIAL LITIGATION (INITIATING)**

Government Code Section 54956.9(d)(4)

Number of Potential Cases: 1

During Closed Session Announcements, City Attorney Andrew Jared reported that no action was taken regarding any of the items. City Attorney Jared noted that Mayor Primuth did not participate in the discussion pertaining to Item No. A-4 due to a conflict of interest.

The City Council recessed into Closed Session at 1:15 A.M. with all Councilmembers present.

**PUBLIC COMMENT**

**2. Public Comment – General – General (None-Agenda Items)**

In-Person Comments:

Sam Burgess spoke regarding CalTrans and 626 Prospect.

Omari Ferguson spoke regarding commission appointments and the City Attorney.

Shlomo Nitzani spoke regarding the cracks on potholes in the roads.

Zoom Public Comments:

Josh Albrektson spoke regarding the planning actions taking place in the city, the City Attorney, and Planning Manager

Clarence Au-Young spoke regarding small aircrafts flying over city.

**PRESENTATIONS**

**3. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO FIRE CAPTAIN KRIS SAXON FOR HIS RETIREMENT AFTER 31 YEARS OF SERVICES TO THE SOUTH PASADENA COMMUNITY**

Mayor Primuth and Fire Chief Paul Riddle introduced and honored Kris Saxon for his 31 years of service.

**RECOGNITION / INTRODUCTION**

**4. STAFF INTRODUCTION**

Management Services Department:

Mark Perez, Deputy City Clerk

Luis Frausto, Management Services Director, introduced the employee.

**COMMUNICATIONS**

**5. Councilmembers Communications**

Councilmember Braun has no comments.

Mayor Pro Tem Zneimer gave a presentation on the South Pasadena Community Float. She went on to thank the Public Works crew for solving all the maintenance issues in the hillside.

Councilmember Donovan gave a report on the actions of the Police Properties Ad Hoc Committee.

Councilmember Cacciotti gave a presentation on the South Pasadena New Years Party, Community Services' work providing Emergency Shelter Vouchers, his recent work with the Los Angeles Centers for Alcohol and Drug Abuse, and highlighted the recent issues with catalytic convertor theft in the community.

Councilmember Cacciotti directed staff to have the catalytic convertor theft issue brought before the Public Safety Commission and to reach out to the San Gabriel Valley Council of Governments for outreach regarding this issue.

**6. City Manager Communications**

City Manager Chaparyan invited Management Analyst Mary Jerejian to give a presentation.

Management Analyst Mary Jerejian announced the opening of a communications survey, the launch of the City's twitter account, and the launch of outreach on the ban of gas-powered leaf blowers.

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

Item Nos. 5 and 6 will be heard after Item No. 15.

**CONSENT CALENDAR**

Mayor Pro Tem Zneimer requested to pull Item No. 8 for separate discussion. Councilmember Cacciotti requested to pull Item No. 11 for separate discussion. A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Consent Calendar Items 9 and 10. The motion carried 5-0, by the following vote:

- AYES: Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth
- NOES: None.
- ABSENT: None.
- ABSTAINED: None.

**8. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$515,575.86; GENERAL CITY WARRANTS IN THE AMOUNT OF \$966,931.64; VOIDS IN THE AMOUNT OF (\$5,440.20); TRANSFERS IN THE AMOUNT OF \$114,146.31; ONLINE PAYMENTS IN THE AMOUNT OF \$90,753.63; PAYROLL IN THE AMOUNT OF \$1,792,168.51**

**Recommendation**

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

Deputy Finance Director Hsuilee Tran gave a presentation. Staff responded to questions raised by the City Council.

**COUNCIL ACTION AND MOTION**

This item was pulled for separate discussion by Mayor Pro Tem Zneimer. A motion was made by Mayor Pro Tem Zneimer, seconded by Councilmember Cacciotti and approved by roll call vote to approve Consent Calendar Item 8, as presented. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

**9. MONTHLY INVESTMENT REPORT FOR NOVEMBER 2022**

**Recommendation**

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

**A motion was made to approve recommendation on the Consent Calendar**

**10. AUTHORIZE AMENDMENTS TO PROFESSIONAL SERVICES AGREEMENT WITH MV CHENG AND ASSOCIATES, INC., FOR TEMPORARY STAFFING SERVICES IN A TOTAL NOT-TO-EXCEED AMOUNT OF \$199,400, FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$344,000**

**Recommendation**

It is recommended that the City Council authorize the City Manager to execute a contract amendment for Professional Services Agreement with MV Cheng and Associates, Inc., for temporary staffing services in a total amount not-to-exceed \$199,400, for a new total not-to-exceed amount of \$344,000.

**A motion was made to approve recommendation on the Consent Calendar**

**11. APPROVE FUND ALLOCATION AND APPROPRIATE OF FUNDS AND AWARD OF CONTRACT TO RAFTELIS FOR THE SOUTH PASADENA POLICE DEPARTMENT ORGANIZATIONAL ASSESSMENT, IN AN AMOUNT NOT-TO-EXCEED \$99,500**

**Recommendation**

It is recommended that the City Council:

1. Allocate and appropriate \$99,500 from the General Fund Account 101-0000-0000-3200-000 to the Police Department Contract Services Account Number 101-4010-4011-8180-000; and
2. Approve an award of contract to Raftelis (Raftelis Financial Consultants, Inc.) for the organizational assessment of the Police Department in an amount not-to-exceed \$99,500.

Staff responded to questions raised by the City Council.

**COUNCIL ACTION AND MOTION**

**This item was pulled for separate discussion by Councilmember Cacciotti. A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem**

Zneimer and approved by roll call vote to approve Consent Calendar Item 11, as presented. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** None.

## **ACTION / DISCUSSION**

### **12. AUTHORIZATION OF APPOINTMENTS AND REAPPOINTMENTS TO CITY BOARDS, COMMISSIONS, AND COMMITTEES**

#### Recommendation

It is recommended by Mayor Primuth that the City Council appoint the following to City Boards, Commissions, and Committees:

1. Margaret Yi to the Community Services Commission to a partial term ending December 31, 2023;
2. Jeremy Ding to the Cultural Heritage Commission to a full term ending December 31, 2025;
3. Sheila Rossi to the Finance Commission to a partial term ending December 31, 2024;
4. Edward Pearson to the Library Board Trustees to a partial term ending December 31, 2024;
5. F. Arnold Swanborn to the Planning Commission to a partial term ending December 31, 2023;
6. Deloris Piazza to the Public Art Commission to a full term ending December 31, 2025;
7. Tricia Demarais to the Public Safety Commission to a partial term ending December 31, 2023;
8. Armando Thomas Munoz to the Public Safety Commission to a full term ending December 31, 2025;

It is recommended by Mayor Primuth that the City Council re-appoint the following to City Boards, Commissions, and Committees for a full term ending December 31, 2025:

1. William Cross to the Cultural Heritage Commission
2. Melissa Hon Tsai to the Design Review Board
3. Annie Chang Long to the Library Board Trustees
4. Kenneth I. Gross to the Library Board Trustees
5. Lawrence Abelson to the Mobility and Transportation Infrastructure Commission
6. Amy Davis Jones to the Natural Resources and Environmental Commission
7. Michael Siegel to the Natural Resources and Environmental Commission
8. Lisa Padilla to the Planning Commission
9. Jeffrey Burke to the Public Art Commission

10. David Maling to the Public Works Commission

Desiree Jimenez, Chief City Clerk gave a presentation. Staff responded to questions raised by the City Council.

Zoom Public Comment:

Ella Hushagen spoke regarding CareFirst and City Commissioners.

Alan Ehrlich spoke regarding the commissioner appointments, their terms, and public engagement.

Yvonne LaRose spoke regarding City Commissioners and the factors that go into the selection of the commissioners.

**COUNCIL ACTION AND MOTION**

**A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve Item 12, as presented. The motion carried 5-0, by the following vote:**

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** None.

13. **DIRECTION ON CITY ATTORNEY SERVICES**

Recommendation

It is recommended that the City Council provide direction to staff regarding City Attorney Services.

Deputy City Manager gave a presentation. Staff responded to questions raised by the City Council.

Zoom Public Comment:

Alan Ehrlich spoke regarding the City Attorney Services RFP.

Josh Albrektson spoke regarding Placeworks, the Housing Element and the City Attorney.

**COUNCIL ACTION AND MOTION**

**After extensive discussion, a motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve recommendation #2 of Item No. 13 for the release of a request for**



proposal for City Attorney Services within 30 to 45 days. Staff is directed to adhere as much as possible to the timeline presented in the staff report. The motion carried 4-1, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer  
**NOES:** Mayor Primuth  
**ABSENT:** None.  
**ABSTAINED:** None.

A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve the creation of an ad hoc subcommittee to evaluate the City Attorney Services RFP and to perform initial interviews of the candidates. The subcommittee shall then recommend the top 5 candidates to be brought before the City Council for final selection. Councilmember Braun and Mayor Pro Tem Zneimer are appointed as members of the subcommittee. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

**14. ADOPTION OF RESOLUTIONS AUTHORIZING SIGNATORIES ON CITY BANKING ACCOUNTS AND RELATED BANKING DOCUMENTS, AND AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, SUPERSEDING RESOLUTION NO. 7747, AUTHORIZING SIGNATURES ON CITY BANK ACCOUNTS

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING RESOLUTION NO. 7753, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

**Recommendation**

It is recommended that the City Council adopt:

1. A resolution superseding Resolution No. 7747, Authorizing Signatures on City Bank Accounts; and
2. A resolution amending Resolution No. 7753, Authorizing Investment of Monies in the Local Agency Investment Fund.

Deputy Finance Director/Controller Hsiulee Tran gave a presentation. Staff responded to questions raised by the City Council.

### **COUNCIL ACTION AND MOTION**

A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve Item 12, as presented. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** None.

Resolution Nos. 7799 and 7800 were adopted.

15. **INTRODUCTION AND FIRST READING OF AN ORDINANCE TO AMEND THE SOUTH PASADENA MUNICIPAL CODE CHAPTER 36 (ZONING) PERTAINING TO EMERGENCY SHELTERS, TRANSITIONAL HOUSING AND LOW BARRIER NAVIGATION CENTERS, MIXED-USE DEVELOPMENT PERMIT PROCESSING, MULTI-FAMILY REGULATIONS INCLUDING FLOOR AREA RATIOS, LOT COVERAGE AND SINGLE-FAMILY USES, AND PARKING REQUIREMENTS NEAR DEFINED TRANSIT STOPS FOR COMPLIANCE WITH ASSOCIATED STATE LAWS AND DRAFT HOUSING ELEMENT PROGRAMS; APPROVAL OF EXEMPTIONS FROM FURTHER REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (GUIDELINES §§ 15061(B)(3) AND 15378)**

### **ORDINANCE**

AN ORDINANCE OF THE CITY OF SOUTH PASADENA AMENDING CHAPTER 36 ("ZONING"), ARTICLES 2, 3 AND 7, SECTIONS 36.220.030 (RESIDENTIAL ZONING DISTRICT LAND USES AND PERMIT REQUIREMENTS), 36.220.040 (RESIDENTIAL ZONING DISTRICT GENERAL DEVELOPMENT STANDARDS), 36.230.030 (COMMERCIAL ZONING DISTRICT LAND USES AND PERMIT REQUIREMENTS), 36.310.040 (NUMBER OF PARKING SPACES REQUIRED), 36.350.250 (EMERGENCY SHELTERS), AND 36.700.020 (DEFINITIONS OF SPECIALIZED TERMS AND PHRASES) IN ORDER TO IMPLEMENT ASSOCIATED STATE LAWS AND GENERAL PLAN HOUSING ELEMENT PROGRAMS; DETERMINATION FINDING APPLICABILITY OF EXEMPTIONS FROM FURTHER ANALYSIS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTIONS 15061(b)(3) AND 15378 OF

CHAPTER 3 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

Recommendation

It is recommended that the City Council introduce for first reading the following zoning text amendments (ZTA):

1. Approve exemptions to further review under the California Environmental Quality Act (CEQA) pursuant to exceptions in sections 15061(b)(3) and 15378 of Chapter 3 of Title 14 of the California Code of Regulations (the CEQA Guidelines);
2. Amend South Pasadena Municipal Code (SPMC) Section 36.220.030 (Residential Zoning District Land Uses and Permit Requirements), Table 2-2, to prohibit new single-family uses in Residential Medium Density (RM) and Residential High Density (RH) zoning districts;
3. Amend SPMC Section 36.220.040 (Residential Zoning District General Development Standards) Table 2-3 to comply with the minimum density and feasible lot coverage for projects of certain sizes as required by State Senate Bill (SB) 478;
4. Amend SPMC Section 36.230.030 (Commercial Zoning District Land Uses and Permit Requirements), to permit transitional housing in all zoning districts that permit residential uses and remove the requirement for a conditional use permit (CUP) from mixed-use development and allow as a permitted use;
5. Amend SPMC Section 36.350.250 (Emergency Shelters), to revise standards for emergency shelters in compliance with State law;
6. Amend SPMC Section 36.310.040 to add provisions for consistency with Assembly Bill (AB) 2097 (removal of minimum parking requirements near transit); and
7. Amend SPMC Division 36.700 (Definitions/Glossary), to add a definition of Low Barrier Navigation Center.

Zoom Public Comment:

Josh Albrektsen regarding the Draft Housing Element.

**COUNCIL ACTION AND MOTION**

**A motion was made by Councilmember Braun, seconded by Councilmember Cacciotti and approved by roll call vote to approve Item 15, as presented. The motion carried 5-0, by the following vote:**

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

**PUBLIC COMMENT – CONTINUED**

**16. CONTINUED PUBLIC COMMENT – GENERAL**

None

**ADJOURNMENT**

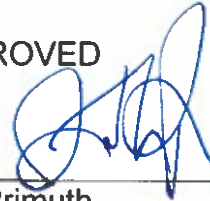
There being no further matters, Mayor Cacciotti adjourned the meeting of the City Council at 11:10 P.M., to the next Regular City Council meeting scheduled on Wednesday, February 1, 2023.

Respectfully submitted:



Mark Perez  
Deputy City Clerk

APPROVED



Jon Primuth  
Mayor

Attest:



Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting: September 6, 2023*