



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

**MINUTES  
WEDNESDAY, MARCH 15, 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, March 15, 2023, at 10:27 P.M. in the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

<b><u>PRESENT</u></b>	Mayor	Jon Primuth
	Mayor Pro Tem	Evelyn G. Zneimer
	Councilmember	Janet Braun
	Councilmember	Michael A. Cacciotti

<b><u>ABSENT</u></b>	Councilmember	Jack Donovan
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Tiara Solorzano, Administrative Secretary, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Andrew Jared, City Attorney; Tiara Solorzano, Administrative Secretary; Yolanda Chavez, Interim City Clerk/Records Specialist 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 Cacciotti.

**CLOSED SESSION ANNOUNCEMENTS****1. CLOSED SESSION ANNOUNCEMENTS**

City Attorney Jared announced there were two items to be added to the Closed Session Special Meeting Agenda that require action prior to the next regularly scheduled City Council Meeting. Both items are pursuant to Government Code Section 54956.9(d)(2) the first item, potential employment litigation against the City; and the second item, potential litigation regarding a development issue.

A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to add two items to the Closed Session Special Meeting Agenda pursuant to Government Code Section 54956.9(d)(2). The motion carried 5-0, by the following vote:

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

City Attorney Jared referenced the two closed session agenda items from the March 1, 2023, City Council Meeting and reported as follows:

**B. REAL PROPERTY NEGOTIATIONS**  
(Government Code Section 54956.8)

1. Property Address: 660 Stoney Drive  
Agency Negotiator: Arminé Chaparyan, City Manager  
Negotiating Party: Arthur Becerra, South Pasadena Batting Cages, LLC  
Under Negotiation: Price and Terms
2. Property Address: 308 San Pascual Avenue  
Agency Negotiator: Arminé Chaparyan, City Manager  
Negotiating Party: Anthony Vargas and Daisy Maldonado  
Under Negotiation: Lease Terms

City Attorney Jared stated no reportable action was taken regarding the March 1 items.

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

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

1. James Cheung v. So. Pasadena (LASC Case No. 22STCP01432)
2. James Cheung v. So. Pasadena (CDCA Case No. 2:22 cv-01756-SVW-GJS)
3. City of South Pasadena, et al. vs California Department of Transportation, et al. (LASC Case No. 21STCP01779)
4. Fahren James and Victoria Patterson v. City of South Pasadena (CDCA Case No. 2:21-cv-08256-DSF-KK)

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

Government Code Section 54956.9(d)(4)

Number of Potential Cases: 1

**City Attorney Jared stated no reportable action taken on Items No. 1, 2, 3 and 4. City Attorney Jared noted closed session Item No. B and the two items added to the closed session agenda will be heard at the conclusion of the open session.**

**The City Council recessed closed session at 10:31 P.M.**

**PUBLIC COMMENT**

**2. PUBLIC COMMENT – GENERAL – GENERAL (NON-AGENDA ITEMS)**

Zoom Comments:

Gail Maltun commented regarding the City's Housing Element submission and the Golf Course.

Alan Maltun spoke regarding the Housing Element process, community engagement and diversity.

Yvonne LaRose spoke regarding Women's History Month.

In-Person Comments:

Alan Ehrlich spoke regarding the Finance Policy and Sunshine Week's purpose.

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**RECOGNITION / INTRODUCTION**

**3. STAFF INTRODUCTION**

**Community Services Department:**  
Gabriel Tallon, Management Analyst

**CHANGES TO THE AGENDA**

**4. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

Hearing no opposition, Mayor Primuth moved Item No. 11 to be heard prior to Item No. 3.

**CONSENT CALENDAR**

A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun and approved by roll call vote to approve Consent Calendar Items No. 6 and 7, as presented. Mayor Pro Tem Zneimer requested to pull Items No. 5, 8, 9, and 10, for separate discussion. The motion carried 4-0-1, by the following vote:

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

**5. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$116,671.15; GENERAL CITY WARRANTS IN THE AMOUNT OF \$1,169,409.96; VOIDS IN THE AMOUNT OF (\$1,800.00); ONLINE PAYMENTS IN THE AMOUNT OF \$74,348.86; PAYROLL IN THE AMOUNT OF \$671,405.35**

**Recommendation**

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

**In-Person Comments:**

Alan Ehrlich commented regarding the City's cost recovery associated with expedited services accrued by the Planning Department.

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**COUNCIL ACTION AND MOTION**

Mayor Pro Tem Zneimer requested to pull this item for separate discussion. A motion was made by Mayor Pro Tem Zneimer, seconded by Councilmember Cacciotti and approved by roll call vote to approve Item No. 5, as presented. The motion carried 4-0-1, by the following vote:

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

**NOES:** None.

**ABSENT:** Donovan

**ABSTAINED:** None.

6. **APPROVAL OF A THIRD AMENDMENT TO THE ARROYO SECO RACQUET CLUB LEASE AGREEMENT WITH I-TENNIS, INC.**

**Recommendation**

It is recommended that the City Council approve a third amendment to the Arroyo Seco Racquet Club (Racquet Club) Lease Agreement (Lease Agreement) with I-Tennis, Inc. (I-Tennis) extending the current term though June 30, 2023.

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

7. **APPROVAL OF A FACILITY LICENSE AND OPERATIONS AGREEMENT WITH SOUTH PASADENA BATTING CAGES, LLC FOR THE OPERATION OF THE BATTING CAGE FACILITY AND ADOPT THE FINDING OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**Recommendation**

It is recommended that the City Council:

1. Approve a Facility License and Operations Agreement between South Pasadena Batting Cages, LLC (SPBC), and the City of South Pasadena (City) for the Operations of the South Pasadena Batting Cages (Facility); and
2. Adopt finding of exemption from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15301 Existing Facilities.

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

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**8. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH ROBERT HALF INTERNATIONAL INC., FOR TEMPORARY STAFFING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$150,000**

**Recommendation**

It is recommended that the City Council:

1. Authorize the City Manager, or designee, to execute all documents necessary to amend the Professional Services Agreement with Robert Half International Inc. for temporary staffing services, to increase the contract amount by \$150,000, and extend the contract term through June 30, 2024;
2. Appropriate \$150,000 to Professional Services – Permanent Account 101-2030-2034-8170-000 from General Fund Reserves to fund the amendment.

**COUNCIL ACTION AND MOTION**

**Mayor Pro Tem Zneimer requested to pull this item for separate discussion. A motion was made by Mayor Pro Tem Zneimer, seconded by Councilmember Cacciotti and approved by roll call vote to approve Item No. 8, as presented. The motion carried 4-0-1, by the following vote:**

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

**NOES:** None.

**ABSENT:** Donovan

**ABSTAINED:** None.

**9. AUTHORIZATION TO ENTER INTO AGREEMENTS WITH MICROSOFT, CDW GOVERNMENT, AND ACORN TECHNOLOGY SERVICES FOR THE SUBSCRIPTION PURCHASE OF MICROSOFT OFFICE 365 LICENSES**

**Recommendation**

It is recommended that the City Council:

1. Authorize the City Manager, or designee, to enter into agreements with Acorn Technology Services, Microsoft, and CDW Government, LLC, in an amount not to exceed \$87,402, for the licensing, implementation, and migration support of Microsoft Office 365, inclusive of a ten percent contingency in the amount of \$7,946; and,
2. Transfer \$87,402 in State and Local Fiscal Recovery Funds from Account No. 101-3010-3041-8020 (Finance- Special Department Expense) to Account No. 206-2030-2032-8170-000 (Management Services Information Technology- Professional Services) to fully fund the licensing, implementation, and migration support to Office 365.

**In-Person Comments:**

Alan Ehrlich spoke regarding the funding source.

**COUNCIL ACTION AND MOTION**

Mayor Pro Tem Zneimer requested staff consider the hiring of a dedicated staff person to assist with the Public Records Requests.

**Mayor Pro Tem Zneimer requested to pull this item for separate discussion. A motion was made by Mayor Pro Tem Zneimer, seconded by Councilmember Cacciotti and approved by roll call vote to approve Item No. 9, as presented. The motion carried 4-0-1, by the following vote:**

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

**10. APPROVAL OF THIRD QUARTER 2021-2026 STRATEGIC PLAN UPDATE**

**Recommendation**

It is recommended that the City Council approve the Third Quarter 2021-2026 Strategic Plan update.

**COUNCIL ACTION AND MOTION**

**Mayor Pro Tem Zneimer requested to pull this item for separate discussion. A motion was made by Mayor Pro Tem Zneimer, seconded by Mayor Primuth and approved by roll call vote to approve Item No. 10, as presented. The motion carried 4-0-1, by the following vote:**

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

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**PUBLIC HEARING**

Item No. 11 was taken out of order.

**11. APPROVE A RESOLUTION DESIGNATING 534 ARROYO DRIVE AS A HISTORIC LANDMARK PURSUANT TO SPMC 2.63(B); FINDING PROJECT EXEMPT UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES SECTION 15308.**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING 534 ARROYO DRIVE AS A HISTORIC LANDMARK (LANDMARK NO. 59) PURSUANT TO SPMC 2.63(b)

**Recommendation**

It is recommended that the City Council adopt a Resolution taking the following actions:

1. Find the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15308, Class 8, Actions for Protection of the Environment.
2. Find that the property known at 534 Arroyo Drive qualifies under criteria (4), (5), (6), and (7) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and,
3. Designate the property at 534 Arroyo Drive as a Historic Landmark (Historic Landmark No. 59) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

**COUNCIL ACTION AND MOTION**

Mayor Primuth opened the Public Hearing.

**In-Person Comments:**

Alan Ehrlich spoke regarding the Cultural Heritage Commission and Item No. 11.

With no other requests to speak, the Public Hearing was closed.

**A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Item No. 11, as presented. The motion carried 4-0-1, by the following vote:**

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

**Resolution No. 7809 was adopted.**



**PUBLIC COMMENT – CONTINUED**

**12. CONTINUED PUBLIC COMMENT – GENERAL**

None.

**COMMUNICATIONS**

**13. COUNCILMEMBER COMMUNICATIONS**

Mayor Pro Tem Zneimer spoke on her attendance to Congresswomen Judy Chu's certificate presentation and the candidate from the City of South Pasadena.

Councilmember Braun requested staff research a Special City Council Meeting process to consider the impact on resident's time and public participation.

Councilmember Cacciotti spoke on attending the Air Quality Management District (AQMD) Board Meeting and the Gold Line Joint Powers Authority Board Meeting. He also spoke on Public Works and their quick response times to service requests, the City's electrification efforts, the Institute of Redesign of Learning event, and the Senior Center's St. Patrick's Day event.

**14. CITY MANAGER COMMUNICATIONS**

None.

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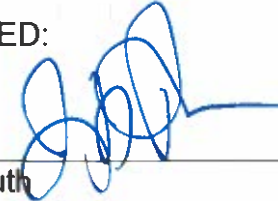
**ADJOURNMENT**

There being no further matters, Mayor Primuth adjourned the meeting of the City Council at 11:40 P.M., to the next Regular City Council meeting scheduled on Wednesday, April 19, 2023.

Respectfully submitted:

  
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Mark Perez  
Deputy City Clerk

APPROVED:

  
\_\_\_\_\_  
Jon Primuth  
Mayor

ATTEST:

  
\_\_\_\_\_  
Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting: April 19, 2023*