



CITY OF SOUTH PASADENA
CITY COUNCIL
HOUSING AUTHORITY - BOARD OF DIRECTORS

AGENDA

SPECIAL MEETING
WEDNESDAY, SEPTEMBER 6, 2023, AT 7:01 P.M.

AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

TELECONFERENCE LOCATION

MONTEREY MARRIOTT HOTEL
CONFERENCE MEETING ROOM
350 CALLE PRINCIPAL, MONTEREY, CA, USA, 93940

South Pasadena City Council/Board of Directors 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/Housing Authority Board of Directors Meeting, will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030 and the teleconference location. Pursuant to Assembly Bill 361 Government Code Section 54953, subdivision (e)(3), the City Council may conduct its meetings remotely and may be held via video conference.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030 and the teleconference location.
- Live Broadcast via the City website – http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – **Webinar ID: 825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to ccpubliccomment@southpasadenaca.gov.
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

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. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

CALL TO ORDER:

Mayor/Chair

Jon Primuth

ROLL CALL:	Mayor/Chair	Jon Primuth
	Mayor Pro Tem/Vice Chair	Evelyn G. Zneimer
	Councilmember/Authority Member	Jack Donovan
	Councilmember/Authority Member	Michael A. Cacciotti
	Councilmember/Authority Member	Janet Braun

PUBLIC COMMENT GUIDELINES

The City Council/Housing Authority Board of Directors welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council/Housing Authority Board of Directors or on an agenda item. Members of the public will have three minutes to address the City Council/Housing Authority Board of Directors, however, the Mayor/Chair and City Council/Authority Members may adjust the time allotted, as needed.

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 to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:

- 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 City Council/Housing Authority Board of Directors meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor/Chair may exercise the Chair's discretion, subject to the approval of the majority of the City Council/Housing Authority Board of Directors, to adjust public comment time limit to less than three minutes, as needed.

Pursuant to State law, the City Council/Housing Authority Board of Directors may not discuss or take action on issues not on the meeting agenda, except that members of the City Council/Housing Authority Board of Directors 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.

PUBLIC COMMENT

1. **PUBLIC COMMENT**
Public Comment will be limited to three minutes per speaker for the agendized item only.

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.

2. **RESOLUTION TO DECLARE PROPERTIES EXEMPT SURPLUS LAND AND AUTHORIZE PROPERTIES TO BE PUT OUT TO OPEN, COMPETITIVE BID FOR AN AFFORDABLE HOUSING DEVELOPMENT**

Recommendation

It is recommended that the City Council, sitting as the Board of Directors of the South Pasadena Housing Authority, adopt a Resolution to:

1. Declare those real properties owned by the South Pasadena Housing Authority identified as Assessor's Parcel Numbers 5315-003-902, 5315-003-903, and 5315-003-904 exempt surplus land; and
2. Authorize the properties to be put out to open, competitive bid for an affordable housing development in accordance with Government Code section 54221(f)(1)(F)(i).

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, SITTING AS THE BOARD OF DIRECTORS OF THE SOUTH PASADENA HOUSING AUTHORITY, DECLARING THAT REAL PROPERTIES OWNED BY THE HOUSING AUTHORITY LOCATED IN THE CITY OF SOUTH PASADENA AND IDENTIFIED AS ASSESSOR'S PARCEL NOS. 5315-003-902, 5315-003-903, AND 5315-003-904 ARE EXEMPT SURPLUS LAND, AUTHORIZING THE PROPERTIES TO BE PUT OUT TO OPEN, COMPETITIVE BID FOR AN AFFORDABLE HOUSING DEVELOPMENT IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54221(f)(1)(F)(i), FINDING THAT THIS RESOLUTION IS EXEMPT FROM THE APPLICATION OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, PURSUANT TO SECTION 15061(B)(3) OF THE STATE CEQA GUIDELINES, AND TAKING RELATED ACTIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

September 18, 2023	Special City Council Meeting	6:30 P.M.
September 27, 2023	Special City Council Meeting	7:00 P.M.
October 4, 2023	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 viewing on the City's website:

www.southpasadenaca.gov/CityCouncilMeetings2023

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

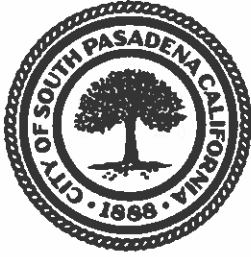
*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **September 6, 2023**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City website as required by law, on the date listed below.*

08/31/2023

/s/

Date

Tiara Solorzano, Management Assistant



Housing Authority Agenda Report

ITEM NO. 2

DATE: September 6, 2023

FROM: Arminé Chaparyan, City Manager *Ac*
And Executive Director of the South Pasadena Housing Authority

PREPARED BY: Angelica Frausto-Lupo, Community Development Director
Leah Demarest, Senior Planner for Housing Programs

SUBJECT: **Resolution to Declare Properties Exempt Surplus Land and Authorize Properties to be Put Out to Open, Competitive Bid for an Affordable Housing Development**

Recommendation

It is recommended that the City Council, sitting as the Board of Directors of the South Pasadena Housing Authority, adopt a Resolution to:

1. Declare those real properties owned by the South Pasadena Housing Authority identified as Assessor's Parcel Numbers 5315-003-902, 5315-003-903, and 5315-003-904 exempt surplus land; and
2. Authorize the properties to be put out to open, competitive bid for an affordable housing development in accordance with Government Code section 54221(f)(1)(F)(i).

Executive Summary

The South Pasadena Housing Authority ("Housing Authority") desires to dispose of three adjoining properties for the development of an affordable housing project. Pursuant to the Surplus Land Act, the Board of Directors of the Housing Authority must declare that the properties are surplus land or exempt surplus land before undertaking proceedings to dispose of the properties. The Surplus Land Act defines exempt surplus land to include properties put out to open, competitive bid for an affordable housing development that meets certain requirements.

Background

In Program 2.1 of the City of South Pasadena's 2021-2029 General Plan Housing Element, the City commits to using identified City-owned sites to develop 100% affordable housing projects that include extremely-low, very low, and lower income households. The first such site identified in the Housing Element comprises three parcels at the southeast corner of El Centro Street and Mound Avenue that are owned by the Housing Authority:

1) Assessor's Parcel No. ("APN") 5315-003-902, 2) 1503 El Centro Street (APN 5315-003-903), and 3) 1507 El Centro Street (APN 5315-003-904).

The site is approximately 17,779 square feet (0.41 acres). APN 5315-003-902 is currently improved with a paved surface parking lot. APN 5315-003-903 and APN 5315-003-904 are improved with a gravel surface parking lot and a small building used as a theater. The Housing Authority's month-to-month lease agreement with the theater lessee expires March 31, 2024.

On July 11, 2023, the City entered into a contract with the San Gabriel Valley Council of Governments ("SGVCOG") to receive technical assistance through its Affordable Housing Incubator program to develop a detailed economic feasibility analysis of an affordable housing development at the site and to prepare a request for proposals ("RFP") to develop the site. The SGVCOG, with the assistance of Harris & Associates and Architecture Design Collaborative, has been providing technical assistance to the City. The scope of services includes the following:

1. Economic analysis for developing affordable housing at the selected development site;
2. High-level conceptual designs for the site; and
3. Preparation of an RFP to develop the site and assistance to the Housing Authority in releasing the RFP.

By the end of October 2023, staff plans to release the RFP and invite housing development entities to submit proposals for consideration.

Analysis

The Surplus Land Act (Government Code sections 54220-54234; "SLA") requires local agencies to offer surplus land for sale or lease to affordable housing developers and certain other entities through a process described therein before selling or leasing the land or engaging in negotiations to dispose of the land. However, the SLA shall not apply to the disposition of land if the properties are exempt surplus land as defined in Government Code section 54221, provided the Board of Directors of the Housing Authority declares the properties exempt surplus land and the Housing Authority provides notice to the California Department of Housing and Community Development ("HCD").

Government Code section 54221(f)(1)(F)(i) defines exempt surplus land to include land that is put out to open, competitive bid by a local agency, provided all entities identified in subdivision (a) of Government Code Section 54222 are invited to participate in the competitive bid process for a housing development that restricts 100 percent of the residential units to persons and families of low or moderate income as defined in Health and Safety Code section 50093. The housing development must also meet the following criteria:

- At least 75% of the residential units are restricted to lower income households as defined in Health and Safety Code Section 50079.5;
- All of the residential units must be restricted so as to have an affordable sales price or an affordable rent, as defined in Section 50052.5 or 50053 of the Health and Safety Code, for a minimum of 55 years for rental housing and 45 years for ownership housing; and
- In no event shall the maximum affordable sales price or rent level be higher than 20% below the median market rents or sales prices for the neighborhood in which the site is located.

City staff has requested that the SGVCOG, Harris & Associates, and Architecture Design Collaborative (“consultant team”) ensure conformance to these criteria in the economic analysis, conceptual designs, and RFP for the 100% affordable housing development at the site.

Pursuant to HCD’s SLA Guidelines, any determination by a local agency that property is exempt surplus land must be provided to HCD for its review at least 30 days prior to disposition.

The resolution is exempt from the application of the California Environmental Quality Act, pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

Fiscal Impact

The technical assistance provided by the consultant team to prepare the RFP and perform related activities is funded by state Regional Early Action Planning (REAP) funds awarded to the SGVCOG. However, City staff is facilitating the work related to this project, and future staff time will be required to review proposals, select a developer, and oversee development activities. The Housing Authority’s financial contribution to the affordable housing project will be in the form of a land write down. Depending on the estimated total development costs and available funding sources, the City may need to contribute additional capital funds to the project.

Key Performance Indicators and Strategic Plan

This item aligns with Strategic Plan priority 5, Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

Commission Review and Recommendation

This item was not reviewed by a commission or board.

Attachment: Resolution

**THIS PAGE
INTENTIONALLY
LEFT BLANK**

ATTACHMENT
Draft Resolution

**THIS PAGE
INTENTIONALLY
LEFT BLANK**

RESOLUTION NO. 2023- ____ HA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, SITTING AS THE BOARD OF DIRECTORS OF THE SOUTH PASADENA HOUSING AUTHORITY, DECLARING THAT REAL PROPERTIES OWNED BY THE HOUSING AUTHORITY LOCATED IN THE CITY OF SOUTH PASADENA AND IDENTIFIED AS ASSESSOR'S PARCEL NOS. 5315-003-902, 5315-003-903, AND 5315-003-904 ARE EXEMPT SURPLUS LAND, AUTHORIZING THE PROPERTIES TO BE PUT OUT TO OPEN, COMPETITIVE BID FOR AN AFFORDABLE HOUSING DEVELOPMENT IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54221(f)(1)(F)(i), FINDING THAT THIS RESOLUTION IS EXEMPT FROM THE APPLICATION OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, PURSUANT TO SECTION 15061(B)(3) OF THE STATE CEQA GUIDELINES, AND TAKING RELATED ACTIONS

WHEREAS, pursuant to AB X1 26 (which became effective in June 2011) (as subsequently amended, the "Dissolution Act") and the California Supreme Court's decision in *California Redevelopment Association, et al. v. Ana Matosantos, et al.*, 53 Cal. 4th 231 (2011), the South Pasadena Community Redevelopment Agency ("Former Agency") was dissolved as of February 1, 2012, the City of South Pasadena elected to serve as the successor agency to the Former Agency ("Successor Agency"), and all rights, powers, assets, duties and obligations associated with the housing activities of the Former Agency, excluding any enforceable obligations retained by the Successor Agency and amounts in the Low and Moderate Income Housing Fund, transferred to the South Pasadena Housing Authority ("Housing Authority"), as housing successor to the Former Agency, pursuant to Health and Safety Code Section 34176; and

WHEREAS, the Former Agency acquired properties located in the City of South Pasadena, County of Los Angeles, at the southeast corner of El Centro Street and Mound Avenue (Assessor's Parcel No. ("APN") 5315-003-902), 1503 El Centro Street (APN 5315-003-903), and 1507 El Centro Street (APN 5315-003-904), and further described in Exhibit "A" attached hereto (collectively, the "Parcels"); and

WHEREAS, the Parcels transferred to the Successor Agency by operation of law upon the dissolution of the Former Agency and the Successor Agency transferred the Parcels to the Housing Authority on or about February 1, 2012; and

WHEREAS, the Housing Authority, as housing successor to the Former Agency, desires to dispose of the Parcels for the development of an affordable housing project thereon; and

WHEREAS, the Housing Authority is a local agency within the meaning of the Surplus Land Act, Government Code Sections 54220-54234; and

WHEREAS, the Surplus Land Act shall not apply to the disposition of the Parcels if the Parcels are exempt surplus land as defined in Government Code Section 54221, provided the Board of Directors of the Housing Authority ("Board of Directors") declares the Parcels exempt

the Parcels exempt surplus land and the Housing Authority provides notice to the California Department of Housing and Community Development (“HCD”) as described herein; and

WHEREAS, pursuant to the Surplus Land Act, the Board of Directors must take formal action in a regular public meeting to declare that the Parcels are not necessary for the Housing Authority’s use and are exempt surplus land, as supported by written findings; and

WHEREAS, the Parcels are not necessary for the Housing Authority’s use within the meaning of the Surplus Land Act because the Housing Authority intends to dispose of the Parcels; and

WHEREAS, Government Code Section 54221(f)(1)(F)(i) defines exempt surplus land to include land that is put out to open, competitive bid by a local agency, provided all entities identified in subdivision (a) of Government Code Section 54222 are invited to participate in the competitive bid process for a housing development, which may have ancillary commercial ground floor uses, that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75% of the residential units restricted to lower income households, as defined in Section 50079.5 of the Health and Safety Code, with an affordable sales price or an affordable rent, as defined in Sections 50052.5 or 50053 of the Health and Safety Code, for a minimum of 55 years for rental housing and 45 years for ownership housing, provided that in no event shall the maximum affordable sales price or rent level be higher than 20% below the median market rents or sales prices for the neighborhood in which the site is located; and

WHEREAS, pursuant to the Surplus Land Act Guidelines issued by HCD, any determination by a local agency that property is exempt surplus land must be provided to HCD for its review at least 30 days prior to disposition; and

WHEREAS, the Board of Directors desires to authorize the Parcels to be put out to open, competitive bid in accordance with Government Code Section 54221(f)(1)(F)(i) and, on that basis, to declare that the Parcels are exempt surplus land;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SOUTH PASADENA HOUSING AUTHORITY HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The Board of Directors hereby finds that the above recitals are true and correct and are a substantive part of this Resolution.

SECTION 2. The Board of Directors hereby authorizes and directs staff, in consultation with the Housing Authority’s Executive Director and legal counsel, to put the Parcels out to open, competitive bid for a multi-family rental project pursuant to a request for proposals (“RFP”) that complies with Government Code Section 5422(f)(1)(F)(i), and to invite all entities identified in subdivision (a) of Government Code Section 54222 to participate in the RFP process.

SECTION 3. On the basis of the recitals herein and the authorization and direction in Section 2 hereof, the Board of Directors hereby declares pursuant to the

Surplus Land Act that the Parcels are not necessary for the Housing Authority’s use and are exempt surplus land, as defined in Section 54221(f)(1)(F)(i) of the Surplus Land Act.

SECTION 4. The Board of Directors hereby authorizes and directs staff of the Housing Authority to submit a copy of this Resolution to HCD in accordance with the Surplus Land Act Guidelines.

SECTION 5. The Board of Directors hereby authorizes and directs the staff and officers of the Housing Authority, jointly and severally, to take any other such actions as they deem necessary or proper to effectuate the purposes of this Resolution, and all actions previously taken are hereby ratified.

SECTION 6. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (“CEQA”). The Board of Directors find that it can be seen with certainty that the declaration of surplus land has no likelihood of causing a significant negative effect on the environment. This finding is premised on the fact that no project or physical changes are proposed for the property and this declaration is merely an administrative procedure before the Housing Authority may dispose of the property. Based upon these findings, the Board of Directors determine that this Resolution is exempt from the application of the California Environmental Quality Act, pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

SECTION 7. The Housing Authority Secretary shall certify to the passage and adoption of this Resolution by the Board of Directors and shall cause the same to be listed in the records of the Housing Authority.

PASSED, APPROVED AND ADOPTED ON this ____ day of _____, 2023.

XXX

ATTEST:

APPROVED AS TO FORM:

XXX

Roxanne M. Diaz, Housing Authority
Counsel

I HERBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, sitting as the Board of Directors of the South Pasadena Housing Authority, at a regular meeting held on the ____ day of _____, 2023, by the following vote:

AYES:

NOES:

Resolution No. _____

ABSENT:

ABSTAIN:

Exhibit "A"

Legal Descriptions

APN 5315-003-902 (Southwest Corner of El Centro and Edison Lane)

THE EASTERLY 46 FEET, BETWEEN PARALLEL LINES OF LOTS 5 AND 6 IN BLOCK "C" OF THE RAYMOND VILLA TRACT NO. 1, IN THE CITY OF SOUTH PASADENA, AS PER MAP RECORDED IN BOOK 1, PAGE 91 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

APN 5315-003-903 (1503 El Centro)

The West 70 feet of Lots 5 and 6 in Block "C" of Raymond Villa Tract No. 1, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 1, Page(s) 91 of Maps, in the Office of the County Recorder of said County.

APN 5493-038-904 (1507 El Centro)

The West 46 feet of the East 92 feet of Lots 5 and 6, in Block "C" of Raymond Villa Tract No. 1, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 1, Page(s) 91 of Maps, in the Office of the County Recorder of said County.

**THIS PAGE
INTENTIONALLY
LEFT BLANK**