



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

MINUTES

WEDNESDAY, NOVEMBER 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, November 15, 2023, at 7:21 P.M. in the Amedee O. "Dick" Richards, Jr. Council Chambers, 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

Lucila Urzua, Deputy City Clerk, announced a quorum.

CITY STAFF PRESENT:

Arminé Chaparyan, City Manager; Roxanne Diaz, City Attorney; Lucila Urzua, Deputy City Clerk; Mark Perez, Deputy 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 Mayor Primuth.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS**A. REAL PROPERTY NEGOTIATIONS**

(Government Code Section 54956.8)

1. Property Addresses:

- a. 215 Fairview Avenue, APN 5317-007-903
- b. 302 Fairview Avenue, APN 5317-012-903
- c. 529 Prospect Avenue, APN 5317-036-904
- d. 530 Orange Grove Avenue, APN 5317-036-900
- e. 534 Orange Grove Avenue, APN 5317-036-903
- f. 535 Meridian Avenue, APN 5317-036-903
- g. 540 Prospect Avenue, APN 5317-035-901
- h. 901 Bonita Drive, APN 5310-020-903
- i. 1037 & 1039 Grevelia Avenue, APN 5315-012-903
- j. 808 Valley View Road, APN 5310-020-901
- k. 822 Valley View Road, APN 5310-020-902
- l. 216 Fairview Avenue
- m. 217 Fremont Avenue, APN 5317-012-901
- n. 225 Fremont Avenue, APN 5317-012-902
- o. 1131 Columbia Street, APN 5317-012-900
- p. 1707 Meridian Avenue, APN 5310-031-903
- q. 1008 Hope and 1002 Hope and 726 Meridian, APN 5315-013-906

City Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: California Department of Transportation

Under Negotiation: Price and Terms of Payment

2. Property Address: 1055 Lohman Lane, South Pasadena

City Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: Donovan Bros. Golf, LLC

Under Negotiation: Price and Terms of Payment

3. Property Address: 1503 and 1507 El Centro, South Pasadena

South Pasadena Housing Agency Negotiator: Arminé Chaparyan, Executive Director

Negotiating Party: Stephen Godwin and Sally Smythe

Under Negotiation: Price and Terms of Payment

4. Property Address: 913 Meridian Avenue, South Pasadena

City Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: South Pasadena Preservation Foundation, Inc.

Under Negotiation: Price and Terms of Payment

City Attorney Diaz stated that there was no reportable action.

PUBLIC COMMENT**2. PUBLIC COMMENT – GENERAL – GENERAL (NON-AGENDA ITEMS)****In-Person Public Comments:**

Sharon Shapiro-Fox and Becky Chang spoke regarding recent events by Athens Services.

RECOGNITION / INTRODUCTION**3. MERCHANT MINUTE – MOSS AND MEADOW**

Laurie Wheeler, South Pasadena Chamber of Commerce, introduced the business, Moss and Meadow.

4. ANNUAL CHAMBER OF COMMERCE REPORT TO THE CITY COUNCIL

Laurie Wheeler, South Pasadena Chamber of Commerce, gave the annual chamber of commerce report.

5. STAFF INTRODUCTION

Management Services Department:
Bryan Martinez, Management Assistant

Management Services Director Luis Frausto introduced the employee.

CHANGES TO THE AGENDA**6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

None.

CONSENT CALENDAR

Mayor Pro Tem Zneimer pulled Item Nos. 9 and 10 for separate discussion. Mayor Primuth pulled Item No. 15 for separate discussion. A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan and approved by roll call vote to approve Consent Calendar Items Nos. 7, 8, 11, 12, 13, and 14, as modified by the additional documents. The motion carried 5-0, by the following vote:

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

7. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$2,681.74; GENERAL CITY WARRANTS IN THE AMOUNT OF \$452,803.65; ONLINE PAYMENTS IN THE AMOUNT OF \$153,592.80; VOIDS IN THE AMOUNT OF (\$2,821.74); PAYROLL IN THE AMOUNT OF \$831,469.49

Recommendation

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

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

8. SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA AMENDING ARTICLE X ("JUST CAUSE FOR EVICTION") OF TITLE 17 ("HEALTH AND SANITATION") OF THE SOUTH PASADENA MUNICIPAL CODE

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE X ("JUST CAUSE FOR EVICTION") OF TITLE 17 ("HEALTH AND SANITATION") OF THE SOUTH PASADENA MUNICIPAL CODE

Recommendation

It is recommended that the City Council consider the adoption of an ordinance amending Article X ("Just Cause for Eviction") to Title 17 ("Health and Sanitation") of the South Pasadena Municipal Code.

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

Ordinance No. 2384 was adopted.

9. APPROVAL OF A TASK ORDER WITH ANNEALTA GROUP FOR STREET IMPROVEMENT PROJECT, CONSTRUCTION, & INSPECTION MANAGEMENT FOR CITY'S IMPROVEMENT PROJETS

Recommendation

It is recommended that the City Council approve the Task Order under an existing Master On-Call Professional Services Agreement with Annealta Group to provide

project management, construction management, and inspection management services for the City's Street, sidewalk, curb and gutter, and related infrastructure improvement projects in the amount of \$129,888.00, inclusive of \$118,080.00 in fees and a 10% contingency of \$11,808.00.

COUNCIL ACTION AND MOTION

Mayor Pro Tem Zneimer requested to pull this item for separate discussion. A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Item No. 9, as presented. The motion carried 5-0, by the following vote:

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

10. APPROVAL OF A TASK ORDER WITH WILLDAN ENGINEERING FOR STORM DRAIN DESIGN AND CONSTRUCTION DOCUMENT PREPARATION

Recommendation

It is recommended that the City Council approve the Task Order under an existing Master On-Call Professional Services Agreement with Willdan Engineering to provide design and construction document services related to a City storm drain adjacent to Hanscom Drive and Las Palmitas Street in the amount of \$57,854, inclusive of \$52,594 of fees and a 10% contingency of \$5,260.

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. 10, as presented. The motion carried 5-0, by the following vote:

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

11. CONSIDER THE APPROPRIATION OF \$28,000 IN CALIFORNIA STATE FUNDING FROM THE OFFICER WELLNESS AND MENTAL HEALTH GRANT PROGRAM TO THE POLICE DEPARTMENT'S FISCAL YEAR 2024 OPERATING BUDGET FOR WELLNESS-RELATED PROGRAMS AND ACTIVITIES

Recommendation

It is recommended that the City Council:

1. Consider approving an appropriation of \$28,000 in California state funding to the Police Department's fiscal year 2023 – 2024 operating budget for wellness-related programs and activities into account 101-4010-4011-8020 Police Special Department Expense.
2. Authorize the City Manager or designee to execute all necessary documents related to the grant.

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

12. CONSIDER AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD IN THE AMOUNT OF \$55,000 FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY FOR THE STRATEGIC TRAFFIC ENFORCEMENT PROGRAM AND APPROVE THE GRANT AGREEMENT

Recommendation

It is recommended that the City Council:

1. Accept a grant award in the amount of \$55,000 from the California Office of Traffic Safety for the Strategic Traffic Enforcement Program into Revenue Account 101-0000-0000-5073- 001 and approve the Grant Agreement;
2. Appropriate \$47,000 into 1010-4010-4011-7050-000 Overtime – DUI Checkpoint and \$8,000 into 101-4010-4011-8022 OTS Grant Expenses; and
3. Authorize the City Manager or designee to execute all necessary documents to accept the grant.

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

13. CONSIDERATION OF THE APPROVAL OF THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICE AGREEMENT WITH MOORE LACOFANO GOLTSMAN, INC. FOR UPDATED PROPERTY DATA AND MAPS IN AN AMOUNT NOT-TO-EXCEED \$15,000

Recommendation

It is recommended that the City Council consider the approval of the First Amendment to the Professional Services Agreement with Moore Lacrofano Goltsman, Inc. for additional technical services for property development and zoning data, analysis, and mapping in the amount of \$15,000 for a new not-to-exceed amount of \$44,250.

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

14. APPROVAL OF THE 2024 CITY COUNCIL MEETING SCHEDULE**Recommendation**

It is recommended that the City Council approve the City Council meeting schedule for the 2024 calendar year.

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

15. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR SEPTEMBER 27, 2023, AND OCTOBER 04, 2023**Recommendation**

It is recommended that the City Council consider the approval of the minutes for the Special and Regular Meetings of September 27, 2023 and October 04, 2023.

This item was continued to the December 6, 2023, City Council Meeting.

INFORMATIONAL REPORT**16. CONSIDER AWARD OF A CONTRACT TO REXEL SOLUTIONS, CHARGEPOINT PARTNER, THE AMOUNT OF \$30,000 FOR THE PURCHASE OF ELECTRIC VEHICLE SUPPLY EQUIPMENT AND RELATED SERVICES FOR THE CITY STORAGE YARD ELECTRIC VEHICLE CHARGER INSTALLATION UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM, AND APPROVAL OF A SCE CHARGE READY TRANSPORT PROGRAM PARTICIPATION AGREEMENT WITH SOUTHERN CALIFORNIA EDISON****Recommendation**

It is recommended that the City Council:

1. Award a contract and associated purchase order and quotation to Rexel Energy Solution, ChargePoint Partner, at the proposed competitive procurement price for the purchase of Electric Vehicle Supply Equipment (EVSE) and Related Services, specifically two (2) ChargePoint CP6021B-80A-L7 Level 2 electric vehicle chargers and supporting services for \$30,000 which includes a \$24,081 purchase price and a \$5,919 contingency; and approve the use of the Sourcewell cooperative purchasing program for the procurement pursuant to Municipal Code Section 2.99-29(19) and the City's Purchasing Policy; and
2. Re-appropriate \$30,000 from the General Fund into Fiscal Year (FY) 2023-2024 Capital Improvement Program (CIP) Account No. 400-9000-9189-9189-000, having previously appropriated \$50,000 from the General Fund into the FY 2022-2023 CIP Account No. 101-9000-9189-9189-000 to facilitate electric vehicle charger installation efforts; and
3. Approve the Program Participation Agreement with Southern California Edison (SCE) to participate in the SCE Charge Ready Transport Program.

Mayor Primuth directed staff to report back with a plan to prevent vandalism.

COUNCIL ACTION AND MOTION

A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun and approved by roll call vote to approve Item No. 16, as presented. The motion carried 5-0, by the following vote:

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

17. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR JULY 27, 2022

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Special City Council Meeting of July 27, 2022.

COUNCIL ACTION AND MOTION

A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun and approved by roll call vote to approve Item No. 17, as modified by the additional documents and with an additional edit to the header date. The motion carried 3-0-2, by the following vote:

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

PUBLIC COMMENT – CONTINUED

18. CONTINUED PUBLIC COMMENT – GENERAL

None.

COMMUNICATIONS

19. COUNCILMEMBER COMMUNICATIONS

Councilmember Donovan spoke regarding his recent attendance at the Community Services Commission meeting.

Councilmember Braun thanked staff for attending the open house for District 5 dialogue on November 5th.

Mayor Pro Tem spoke on the Veterans Day celebration attended.

Councilmember Cacciotti spoke regarding his recently attended events and meetings such as San Gabriel Valley Council of Governments meeting, Mount San Antonio College celebration of college going "all-green", compost giveaway, Metro Gold line meeting, and electric leaf blower initiatives.

Mayor Primuth spoke on the recent Senior event attended. Thanked staff from Community Services and Police Department and his attendance at the Clean Power Alliance meeting.

20. CITY MANAGER COMMUNICATIONS

City Manager Chaparyan invited Public Works Director Ted Gerber to provide update on Sandbag initiatives from the City. City Manager thanked staff and Council for support and hard work.

ADJOURNMENT

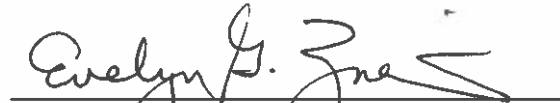
There being no further matters, Mayor Primuth adjourned the regular meeting of the City Council at 8:47 P.M., to the next Regular City Council meeting scheduled on Wednesday, December 6, 2023.

Respectfully submitted:



Mark Perez
Deputy City Clerk

APPROVED:



Evelyn G. Zneimer
Mayor

ATTEST:



Mark Perez
Deputy City Clerk

Approved at City Council Meeting: December 20, 2023