



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

**MINUTES**  
**WEDNESDAY, MAY 17, 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, May 17, 2023, at 7:20 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	Janet Braun
Councilmember	Michael A. Cacciotti
Councilmember	Jack Donovan

Mark Perez, Deputy City Clerk, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Andrew Jared, City Attorney (via zoom), Mark Perez, Deputy City Clerk, Tiara Solorzano, Management Assistant, 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 Jack Donovan.

**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. 773 Bonita Drive, APN 5310-021-902
- i. 901 Bonita Drive, APN 5310-020-903
- j. 885 Oneonta Drive, APN 5310-022-902; 5310-022-901; 5310-022-903
- k. 1037 & 1039 Grevalia Avenue, APN 5315-012-903
- l. 808 Valley View Road, APN 5310-020-901
- m. 822 Valley View Road, APN 5310-020-902

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: CalTrans

Under Negotiation: Price and Terms

**B. PUBLIC EMPLOYMENT**

Government Code Section 54957(b)(1)

Title: City Attorney

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

Government Code Section 54956.9(d)(4)

Number of Potential Cases: 1

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

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

- 1. *Californians for Homeownership, Inc. v. City of South Pasadena* (LASC Case No. 22STCP01388)

**E. CONFERENCE WITH LEGAL COUNSEL: POTENTIAL LITIGATION (EXPOSURE)**

Government Code Section 54956.9(d)(2)

Number of Potential Cases: 1

The Closed Session Meeting of the South Pasadena City Council was called to order by Mayor Primuth on Wednesday, May 17, 2023, at 6:43 P.M. with all Councilmembers present.

City Attorney Jared reported out stating the City Council discussed Item E. on the Closed Session agenda with no reportable action taken on the item.

Mayor Primuth reported out on Item B. of the Closed Session agenda, with direction provided. All other items will be discussed following adjournment of open session.

## **PUBLIC COMMENT**

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

#### In Person Comments:

Casey Law spoke regarding the Natural Resources and Environmental Commission.

Sally Kilby spoke regarding the South Pasadena Tournament of Roses (SPTOR) upcoming event.

Karen Ball spoke regarding street parking and traffic safety conditions.

Yvonne LaRose spoke regarding Ace Hardware customer service.

PJ Attebery spoke regarding the current construction that is taking place in South Pasadena.

Lisa Saint spoke regarding the current construction that is taking place in South Pasadena.

## **PRESENTATIONS**

### **3. PRESENTATION OF THE FESTIVAL OF BALLOONS POSTER WINNERS**

Director of Community Services Director, Sheila Pautsch announced the winners of the Festival of Balloons Poster Contest.

### **4. PRESENTATION OF A PROCLAMATION DECLARING MAY 2023 AS “MILITARY APPRECIATION MONTH”**

Presentation from Brock Milhorn from Veterans Affairs presented a proclamation declaring May 2023 as "Military Appreciation Month" in the City of South Pasadena. Luis Bardales accepted the proclamation.

**5. PRESENTATION OF A PROCLAMATION DECLARING MAY 21 – 27, 2023 AS "PUBLIC WORKS WEEK"**

Deputy Director of Public Works, Anteneh Tesfaye presented a proclamation declaring May 21-27, 2023 as Public Works Week" in the City of South Pasadena.

**6. MERCHANT MINUTE – THE MAYA SALON**

Laurie Wheeler, South Pasadena Chamber of Commerce, introduced Azelle Santa Ana owner of The Maya Salon. Ms. Santa Ana presented an overview of her business.

**7. PRESENTATION BY HDL ON REVENUE PROJECTIONS**

Interim Finance Director, John Downs introduced representatives from HDL. The representatives from HDL provided presentations on revenue projections.

**COMMUNICATIONS**

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

Mayor Primuth requested to move Item No. 19 to be heard prior to the consent calendar.

Councilmember Donovan requested to pull Item No. 11.

**CONSENT CALENDAR**

**A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Consent Calendar Items No. 9, 10, and 12-18, as presented by staff. Councilmember Donovan requested to pull item No. 11 for separate discussion. The motion carried 5-0, by the following vote:**

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

**9. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$226,379.58; GENERAL CITY WARRANTS IN THE AMOUNT OF \$653,727.46; ONLINE PAYMENTS IN THE AMOUNT OF \$78,529.44; PAYROLL IN THE AMOUNT OF**

**\$761,799.15**

Recommendation

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

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

**10. MONTHLY INVESTMENT REPORTS FOR MARCH 2023**

Recommendation

It is recommended that the City Council receive and file the Monthly Investment Reports for March 2023.

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

**11. PURCHASE AND REPLACEMENT OF CARBON MEDIA FROM CALGON CARBON CORPORATION FOR THE WILSON WELLHEAD TREATMENT SYSTEM FOR A TOTAL NOT-TO EXCEED AMOUNT OF \$500,000**

Recommendation

It is recommended that the City Council authorize the sole source purchase and replacement of carbon media from Calgon Carbon Corporation (Calgon) for a total not-to-exceed amount of \$500,000 for the Wilson Water Reservoir Wellhead Treatment System, including \$283,200 for material, \$203,386 for freight and field services, and a \$13,414 contingency for price fluctuations, analysis, and acceptance testing required by the landfill.

**COUNCIL ACTION AND MOTION**

**This item was pulled for separate discussion by Councilmember Donovan. A motion was made by Councilmember Cacciotti, seconded by Councilmember Braun, and approved by roll call vote to approve Item No. 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.

**12. AUTHORIZE CITY MANAGER TO EXECUTE A THIRD CONTRACT AMENDMENT WITH EUROFINS EATON ANALYTICAL, LLC FOR LABORATORY TESTING AND ANALYSIS OF POTABLE WATER SAMPLES**

Recommendation

It is recommended that the City Council authorize the City Manager to execute a third

contract amendment with Eurofins Eaton Analytical, LLC (Eurofins) to increase the contract value by \$65,000 and extend the agreement for laboratory testing and analysis of potable water samples professional services until September 30, 2023.

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

**13. INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE II (OFFICERS AND EMPLOYEES GENERALLY) OF THE SOUTH PASADENA MUNICIPAL CODE ADDING SECTION 2.12 (ELECTRONIC SUBMISSION OF DISCLOSURE STATEMENTS)**

Recommendation

It is recommended that the City Council:

1. Direct the City Clerk's Division to provide proper notice of the adoption of the ordinance; and
2. Introduce for first reading, by title only, the following ordinance:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE II (OFFICERS AND EMPLOYEES GENERALLY) OF THE SOUTH PASADENA MUNICIPAL CODE ADDING SECTION 2.12 (ELECTRONIC SUBMISSION OF DISCLOSURE STATEMENTS)**

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

**14. APPROVE A PROFESSIONAL SERVICES CONTRACT WITH RANGWALA ASSOCIATES TO COMPLETE THE GENERAL PLAN UPDATE AND DOWNTOWN SPECIFIC PLAN IN AN AMOUNT NOT-TO-EXCEED \$150,900**

Recommendation

It is recommended that the City Council:

1. Allocate and appropriate \$150,900 from General Fund balance reserves, Account 101-0000-0000-3200-000 to fund the Community Development Department Professional Services appropriations in Account Number 101-7010-7011-8170-000; and
2. Authorize the City Manager to execute a Professional Services Agreement (PSA).

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

**15. RECEIVE AND FILE THE 2022 HOUSING ELEMENT ANNUAL PROGRESS REPORT**

Recommendation

It is recommended that the City Council receive and file the 2022 Housing Element Annual Housing Report

A motion was made to approve recommendation on the Consent Calendar

**16. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR APRIL 26, 2023, APRIL 29, 2023, AND MAY 3, 2023**

Recommendation

It is recommended that the City Council:

1. Approve the minutes for the April 26, 2023, Special Joint City Council Meeting with the Mobility and Transportation Infrastructure Commission; and
2. Approve the minutes for the April 29, 2023, Special Joint City Council Meeting with the Planning Commission; and
3. Approve the minutes for the May 3, 2023, Regular City Council Meeting; and
4. Approve the minutes for the May 3, 2023, Special Joint City Council Meeting with the Library Board of Trustees.

A motion was made to approve recommendation on the Consent Calendar

**17. AMENDMENT TO AGREEMENT WITH ACORN TECHNOLOGY SERVICES FOR INFORMATION TECHNOLOGY SUPPORT SERVICES TO INCREASE ANNUAL AMOUNT BY \$37,108 FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$306,808**

Recommendation

It is recommended to authorize the City Manager or designee to execute an amendment to the agreement with Acorn Technology and increase the amount by \$37,108 annually, for a total amount not to exceed \$306,808 annually, for the continued services and management of the City's information technology infrastructure.

A motion was made to approve recommendation on the Consent Calendar

**18. ADOPTION OF A RESOLUTION APPROVING THE FISCAL YEAR 2023-24 ENGINEER'S REPORT DECLARING THE CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS AND SETTING A DATE AND TIME FOR A PUBLIC HEARING FOR THE FY 2023-24 LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING THE FISCAL YEAR 2023-24 ENGINEER'S REPORT DECLARING THE CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY

AND COLLECTION OF ASSESSMENTS AND SETTING A DATE AND TIME FOR A PUBLIC HEARING FOR THE LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

Recommendation

It is recommended that the City Council:

1. Adopt the attached resolution approving the Fiscal Year (FY) 2023-24 Engineer's Report declaring the City of South Pasadena's (City) intention to provide for an annual levy and collection of assessments; and
2. Schedule the Public Hearing for the FY 2023-24 Lighting and Landscaping Maintenance District (LLMD) for June 21, 2023, at 7:00 p.m. in the Council Chambers.

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

**Resolution No. 7815 was adopted.**

**ACTION/DISCUSSION**

**19. ADOPTION OF AN INTERIM URGENCY ORDINANCE ESTABLISHING A 45-DAY MORATORIUM ON NO-FAULT JUST CAUSE TERMINATIONS OF TENANCY**

Recommendation

It is recommended that the City Council:

1. Adopt an Interim Urgency Ordinance to establish a 45-day moratorium on no-fault just cause terminations of tenancy; and
2. Direct staff to study the issue of terminations of tenancy for substantial remodels and develop an ordinance to be adopted prior to the expiration of the moratorium.

In-Person Comments:

Matthew Buck from the California Apartment Association and Vice President of Public Affairs for Los Angeles County spoke on behalf of his members in opposition of Item No 19.

Rian Barrett from Pasadena-Foothills Realtors spoke regarding her opposition of Item No. 19.

Brian Farrell spoke on renters' rights and support of Item No. 19



Anne Bagasao spoke regarding renters' rights and in support of Item No. 19

Erica Rede spoke regarding her support of Item No. 19 and issues with landlords.

Johnny Valera spoke in support Item No. 19 and renters' rights.

Brianna Fuentes spoke regarding evictions and landlord issues.

Shahida Alikhan spoke in support for Item No. 19.

Zoom Comments:

Alan Erlich spoke on the renovation's landlords are taking part in and Item No. 19.

Alex Aquino spoke in support Item No. 19.

Katherine Shroeder spoke not in opposition to Item No. 19 and regarding the repairs landlords need to make to homes.

Max Shrumen on behalf of the Apartment Association of Greater Los Angeles urged the City Council to reject the Urgency Ordinance.

Nishat Alikhan spoke regarding her support for Item No. 19.

**COUNCIL ACTION AND MOTION**

**A motion was made by Mayor Pro Tem Zneimer, seconded by Councilmember Cacciotti and approved by roll call vote to approve Item No. 19, as presented.**

**City Council voted to establish a Council Subcommittee with Councilmember Jack Donovan and Mayor Jon Primuth to work with staff, conduct a meeting with all stakeholders, and return to City Council with additional information pertaining to the Ordinance.**

**The motion carried 5-0, by the following vote:**

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

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** None.

**Ordinance No. 2374 was adopted.**

**20. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR JULY 7, 2022, AND AUGUST 10, 2022**

Recommendation

It is recommended that the City Council:

1. Approve the minutes for the July 7, 2022, Special City Council Meeting; and
2. Approve the minutes for the August 10, 2022, Special Joint City Council and Planning Commission Meeting.

**COUNCIL ACTION AND MOTION**

**A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Item No. 20, as presented. The motion carried 4-0-0-1, by the following vote:**

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

**21. APPROVAL OF FISCAL YEAR 2022-23 BUDGET POLICY**

Recommendation

It is recommended that the City Council approve the City's Fiscal Year 2022-23 Budget Policy.

**COUNCIL ACTION AND MOTION**

**A motion was made by Councilmember Braun, seconded by Councilmember Donovan and approved by roll call vote to approve Item No. 21 with modifications to the Fiscal Year 2022-23 Budget Policy: Item 2. Balanced Budget, strike "If deficit spending is warranted, justification will be provided." The motion carried 5-0, by the following vote:**

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

**22. SALARY ADJUSTMENTS FOR FY 2023**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADJUSTING CLASSIFICATIONS SALARY RANGES

Recommendation

It is recommended that the City Council:

1. Adopt a resolution adopting salary schedule changes for twelve classifications;
2. Approve usage of State and Local Fiscal Recovery Funds from account 206-3010-3041-8020-000 in the amount of \$13,403 to transfer to the General Fund to cover the salary adjustments; and
3. Appropriate \$4,005 to account 101-8030-8031-7000-000 for Community Services Department Salaries, \$28 to account 101-4010-4011-7000-000 for Police Department Salaries, \$605 to account 101-6010-6011-7000-000 for Public Works Department Salaries, \$1,781 to account 101-3010-3011-7000-000 for Finance Department Salaries, \$5,508 to account 101-8010-8011-7000-000 for Library Department Salaries, \$1,010 to Management Services Department Salaries, and \$466 to account 500-6010-6710-7000-000 Water Department Salaries.

COUNCIL ACTION AND MOTION

A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Tem Zneimer and approved by roll call vote to approve Item No. 22, 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 No. 7816 was adopted.

**23. RECEIVE UPDATE AND PROVIDE DIRECTION ON NEXT STEPS FOR THE UPDATE OF THE CITY'S EXCLUSIVE REFUSE SERVICE AGREEMENT RELATED TO THE IMPLEMENTATION OF SB 1383 REQUIREMENTS**

Recommendation

It is recommended that the City Council receive a staff presentation and provide direction on next steps for the update of the City's Exclusive Refuse Service Agreement related to the implementation of SB 1383 requirements.

Hearing no opposition, the City Council received a detailed presentation from the Consultant, Dave Davis, and filed the presentation. After extensive discussion, the City Council directed staff to discuss a refined Backyard Service option with Athens, in which the term is reevaluated considering a fixed term instead of a rolling term and that Athens consider a phasing in rates instead of an all-at-once increase."

**PUBLIC COMMENT – CONTINUED**

**24. CONTINUED PUBLIC COMMENT – GENERAL**

None.

**COMMUNICATIONS**

**25. COUNCILMEMBER COMMUNICATIONS**

Mayor Pro Tem Zneimer recognized the Public Works staff for their excellent work. Councilmember Donovan had no comments.

Councilmember Braun had no comments.

Mayor Primuth had no comments.

Councilmember Cacciotti commented on events he recently attended, an event held by Congresswoman Judy Chu and the Asian American and Pacific Islander Heritage Celebration at Garfield Park. He highlighted the City's efforts related to the peacock relocation and Gas-Powered Leaf blower ban.

**26. CITY MANAGER COMMUNICATIONS**

City Manager Chaparyan had no comments.

**-This section has intentionally been left blank-**

**ADJOURNMENT**


There being no further matters, Mayor Primuth adjourned the meeting of the City Council at 11:46 P.M., to the next City Council meeting scheduled on Tuesday, May 30, 2023.

Respectfully submitted:



Mark Perez  
Deputy City Clerk

APPROVED:



Jon Primuth  
Mayor

ATTEST:



Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting: June 7, 2023*