



Amended Additional Documents Distributed for the City Council Meetings of February 7, 2024

Item No.	Agenda Item Description	Distributor	Document
02.	PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)	Bill Kelly (Care First South Pasadena)	Email to Council
02.	PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)	Anne Bagasao (SP Tenants Union)	Email to Council
04.	BLACK HISTORY MONTH PROCLAMATION	Domenica Megerdichian, Deputy City Manager	Memo for Corrections
17.	CONSIDERATION OF APPROVAL OF MAYOR'S LIST OF CITY COUNCIL LIAISON AND REGIONAL GROUP APPOINTMENTS	Evelyn G. Zneimer, Mayor	Memo for Corrections
18.	CONSIDERATION OF A PURCHASE OF TWO 2022 LIGHTNING ELECTRIC TRANSIT EIGHT PASSENGER VANS FOR DIAL-A-RIDE IN THE AMOUNT OF \$393,881 FROM NATIONAL AUTO FLEET GROUP WITH PROPOSITION A LOCAL RETURN FUNDS AND UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM	Sheila Pautsch, Community Services Director	Memo for Corrections
20.	PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR ENDING JUNE 30, 2023	John Downs, Finance Director	Memo for Corrections

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From: [William Kelly](#)
To: [City Council Public Comment](#)
Subject: General Public Comment for Feb. 7, 2024, City Council Meeting
Date: Wednesday, February 7, 2024 9:42:18 AM

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Care First South Pasadena thanks you for the opportunity to comment.

We laud the city's efforts over the past year to address the housing affordability crisis, however the new year is quickly growing old and Care First South Pasadena is worried the city seems to be losing momentum in helping to solve the problem.

Specifically, Care First applauds the city's work last year to amend the just cause eviction ordinance to protect tenants, as well as its monumental effort to finally file what appears to be a compliant Housing Element with the California Department of Housing & Community Development. We further are glad to see the city has moved to amend its zoning standards to allow for greater density to clear the way for increasing the region's housing supply.

However, much more is needed. For instance, Care First South Pasadena calls on the city to expeditiously complete additional actions in the Housing Element aimed at housing affordability.

First, we remind the city that its Housing Element called for adopting a Rent Stabilization policy by December of 2023 and developing a Rental Property Registry no later than this month (February 2024). Neither of these actions have been publicly discussed, much less completed. In addition, it appears that several other actions outlined in the Housing Element are lagging, including:

- An informational campaign that ostensibly was to be conducted between June and December of 2023 aimed at removing racial covenants from the deeds for properties in the city;
- Outreach to developers, which was pledged by December of 2023, for development of affordable housing on city-owned properties; and
- Launching a reasonable accommodation process for tenants with disabilities, which was promised by December of 2023.

Given the ongoing housing supply and affordability crisis, Care First South Pasadena also urges the city to complete its Housing Element pledge to purchase and convert vacant Caltrans homes to affordable housing. The city told the community in 2022 that it would purchase the unoccupied homes by May of 2023, but nothing happened. Nine months later, the homes remain vacant, rotting in the rain.

The city also needs to get to work on a robust housing rehabilitation and code enforcement program, as outlined in the Housing Element. While this is not promised until October of this year, given the need to complete already overdue actions, we are concerned this program will lag as well, if not fall by the wayside.

Finally, to prevent the existing backlog of actions on housing from growing, Care First South Pasadena suggests the city staff provide regular updates during public City

Council meetings every 3 months so the Housing Element does not wind up collecting dust on the shelf. Regular updates will keep the Housing Element front and center and make sure it's actually carried out.

Sincerely,

Bill Kelly for Care First South Pasadena

From: [Anne Bagasao](#)
To: [City Council Public Comment](#)
Cc: [Anne Bagasao](#)
Subject: General Public Comment Open Session Meeting - 2/7/2024
Date: Wednesday, February 7, 2024 11:45:08 AM

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Zneimer, Mayor Pro-Tem Donovan and Council:

On March 24, South Pasadena Tenants Union remitted a letter of support to California HCD encouraging the State to accept the fifth draft of the Housing Element. After reading the version of the Housing Element dated March 7, 2023, we believed that what was contained therein would achieve the required goals and affirm affordable housing at a level that was acceptable to our membership. Goal 6.0 is an item that contains four tenant protections.

While we have had our concerns about the many metamorphoses of the zoning since the release of the March 7, 2023 version of the 5th draft Housing Element, we remained supportive and trusted that the City of South Pasadena would go forward in good faith with the State, Californians for Homeownership, South Pasadena Tenants Union and those members of the public who wrote in support. However, after experiencing the transformation of many areas of the Housing Element and watching several revisions being approved by the Council since March 7, 2023, we are now concerned.

Anne Bagasao from SPTU met with City staff to inquire about several items within the Housing Element, described by the city as “milestones” in a report to HCD on December 18, 2023. In review of the report of “milestones”, SPTU membership is dissatisfied with what the city claims are “milestones”.

Unfortunately, December 2023 has come and gone, and we have yet to see rent stabilization and relocation assistance programs presented to the Council. It is our understanding that the city released an RFP for a consultant to provide Rent Stabilization Analysis and Program Design just this week. While we are relieved to learn you are finally taking this seriously and slowly moving towards accomplishment of Goal 6.0, we are disappointed that staff was not forthcoming in answering our inquiry about a plan and timeline for rent stabilization and relocation fees. We also wonder how long this process will take given that most of your consultants studies and deliverables go vastly over deadline and in the end cost tens of thousands of dollars more than anticipated.

For years, SPTU has worked with the city in good faith. Our members are engaged, involved and committed and yet the city continues to regard us with something we can only describe as disrespect.

For example: In October 2022, when the city held a community meeting regarding the CalTrans homes, CareFirst and SPTU were the last to be informed. We were given many explanations from Assistant City Manager Megerdichian as to why our groups were notified only days before the meeting. A public records request revealed that many other community members were noticed of

the event in communication at least seven days in advance of when the general public was noticed.

When SPTU asked City Manager Chaparyan why CareFirst and SPTU were not given the same consideration as the long list of individual residents who received direct notice from Assistant City Manager Mergerdichian, we were told that it was because those residents were more closely involved and impacted by the issue.

On that email distribution list was Mary Urquhart. Mary is not affected by the CalTrans home issue as she lives on Chelton Way. Why was she noticed in advance of the public and SPTU and CareFirst were not? Both CareFirst and SPTU had participated in this issue via public comment, attending council meetings, and having individual meetings with Council, Senator Portantino's office, Assemblymember Mike Fong's office, Assemblymember Holden's office and CalTrans. We were and remain closely involved and yet we were not noticed.

If any group is closely involved with tenants issues it is SPTU. We wrote your letter of support to HCD as we promised. We did not protest about the zoning shell game being played with the various versions of the Housing Element, although perhaps we should. We were patient and persistent with the Renoviction Ordinance process. We gave the city the grace and courtesy to meet the December 2023 goal for presentation of rent stabilization and relocation fees without much pressure. We met with your staff to inquire as to the status asking specifically when we could expect rent stabilization to be address and yet, the City of South Pasadena can not provide with the courtesy of informing us of renter related RFPs in an act of partnership and goodwill.

South Pasadena Tenants Unions demands that the City of South Pasadena prioritize rent stabilization and increase relocation fees. We cannot wait until August when the new state cap goes into effect. We cannot November or December. South Pasadena renters remain extremely vulnerable to unaffordable rents, because of the lack of local rent control and owner move in no fault just cause evictions. We are losing our homes now.

Sincerely,

South Pasadena Tenants Union



City of South Pasadena
City Manager's Office

Memo

Date: February 6, 2024

To: The Honorable City Council

Via: Arminé Chaparyan, City Manager *DM for AC*

From: Domenica Megerdichian, Deputy City Manager

Re: February 7, 2024, City Council Meeting Item No. 4 Additional Document -
Black History Month Proclamation

This memo provides edits to Item No. 4:

- First Whereas to state, "the City of South Pasadena recognizes and value diversity, equity, ~~and~~ inclusion, ~~and~~ belonging within our community;"
- Last Whereas to state, "Black History is a time where all citizens are encouraged to reflect on past successes and challenges on Black communities, and to look to the future to ensure freedom, equity, ~~and~~ inclusiveness, ~~and~~ belonging"

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City of South Pasadena
Management Services
Department

Memo

Date: February 6, 2024

To: The Honorable City Council

Via: Evelyn G. Zneimer, Mayor

From: Tiara Solorzano, Management Assistant

Re: February 7, 2024, City Council Meeting Item No. 17 Additional Document –
Consideration of Approval of Mayor’s List of City Council Liaison and
Regional Group Appointments

This memo provides edits to Item No. 17 to replace the Metro Gold Line Technical Advisory Committee (TAC) appointed liaisons to the City Manager and Transportation Manager, David Peña.



Liaison and Regional Group Appointments
Evelyn G. Zneimer, Mayor
February 7, 2024 to December 2024

City Commissions, Boards, and Committees	Appointed Liaison
Cultural Heritage Commission	Donovan
Community Services Commission	Donovan
Design Review Board	Cacciotti
Finance Commission	Braun
Fourth of July – Festival of Balloons Committee <i>*Pivoted to staff and volunteers in 2023</i>	No Council Liaison
Mobility and Transportation Infrastructure Commission	Zneimer
Library Board of Trustees	Primuth
Natural Resources and Environmental Commission	Cacciotti
Planning Commission	Primuth
Public Art Commission	Braun
Public Safety Commission	Braun
Public Works Commission	Zneimer
South Pasadena Tournament of Roses Committee	Zneimer
Ad Hoc/Committees and other assignments	Appointed Liaisons
Ad Hoc Committee: SB 381 Implementation Committee & Legislative Fix of SB 381 Sale of CalTrans Properties	Primuth and Braun
Ad Hoc Committee: City Council and South Pasadena Unified School District	Primuth and Donovan
Ad Hoc Committee: Mission-Meridian Village Subcommittee (08/14/2013)	Donovan
Representative: South Pasadena Chamber of Commerce – Legislative	Primuth
Representative: South Pasadena Chamber of Commerce – Economic Development	Braun
Representative: South Pasadena Chamber of Commerce – Chamber Board	City Manager/Deputy City Manager
Ad Hoc Committee: Library (12/20/2023)	Braun and Zneimer
Metro Gold Line Technical Advisory Committee (TAC)	City Manager and Tamara Binns David Peña
City Council Sub Committee: Economic Development	Braun and Zneimer

Regional Groups – Appointment by City		Appointed Liaison	Alternate(s)
	Arroyo Verdugo Communities Joint Powers Authority Governing Board	Primuth	Cacciotti
	California Contract Cities Legislative Committee	Primuth	Donovan
	Foothill Employment and Training Consortium Policy Board	Zneimer	Braun
	Los Angeles County City Selection Committee	Zneimer (always Mayor)	Cacciotti
★ Δ	Los Angeles County Sanitation Districts, Board of Directors, District 16	Zneimer (always Mayor)	Donovan
	CalCities, Los Angeles Division and Annual Conference	Braun	Primuth
♦ Δ	Metro Gold Line Phase II Joint Powers Authority (JPA)	Cacciotti	Primuth
♦	Metro Gold Line Construction Authority	Mendel Thompson, Glendora Mayor	Paul Leon, Ontario Mayor
♦ Δ	San Gabriel Valley Council of Governments Governing Board	Zneimer	Braun
♦ Δ	Southern California Association of Governments General Assembly	Cacciotti	Braun
♦ Δ	San Gabriel Valley Mosquito and Vector Control District	Robert S. Joe (Resident) (expires 12/31/2025)	Donovan
♦	Clean Power Alliance	Donovan	Diana Mahmud (resident) and Arpy Kasparian (staff)
Regional Groups –Appointment by Regional Group		Appointed Liaison	Alternate(s)
Δ	Arroyo Verdugo Communities Joint Powers Authority Appointed Representative to the Southern California Association of Governments (SCAG) Policy Committee (TC)	Zneimer	Donovan
	Santa Monica Mountains Conservancy Advisory Committee	Cacciotti	Zneimer
 Δ	South Coast Air Quality Management District San Gabriel Valley Board Member	Cacciotti	TBD

<p style="text-align: center;">Metro San Gabriel Valley Service Council</p>	<p style="text-align: center;">John Harrington, San Gabriel Mayor</p>	<p style="text-align: center;">N/A</p>
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- ☒ Requires FPPC Form
- ⊕ Council vote
- ★ Board Member is current Mayor; Alternate is appointed by Mayor
- ☒ Voted by Regional Group
- Δ Stipend



City of South Pasadena
Community Services
Department

Memo

Date: February 5, 2024

To: The Honorable City Council

Via: Arminé Chaparyan, City Manager *Ac*

From: Sheila Pautsch, Community Services Director

Re: February 7, 2024, City Council Meeting Item No. 18 Additional Document – Consideration of a Purchase of Two Lightning Electric Transit Eight Passenger Vans for Dial-A-Ride in the Amount of \$393,881 from National Auto Fleet Group with Proposition A Local Return Funds and Utilizing the Sourcewell Cooperative Purchasing Program

Staff requests that Item 18 be pulled from the February 7, 2024, City Council Agenda. Staff was notified today, after contacting Lightning E-Motors to inquire about the progress of the HVIP application from December 2023, that the company had shut down and closed its doors in January 2024, and could no longer honor its quote to purchase the vans.

Staff will begin to reach out to other electric-based vehicle companies to inquire about alternative vans for purchase in the near future.

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City of South Pasadena Finance Department

Memo

Date: Febraury 5, 2024

To: The Honorable City Council

Via: Arminé Chaparyan, City Manager *Ac*

From: John Downs, Finance Director

Re: February 7, 2024, City Council Meeting Item No. 20 – Presentation of the Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ending June 30, 2023

This memo provides a revised Annual Comprehensive Financial Report (ACFR) to Item No. 20 of the Regular City Council Meeting Agenda.

You can access the revised ACFR by following the below link:

<https://www.southpasadenaca.gov/home/showdocument?id=34329>

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