



CITY OF SOUTH PASADENA  
CITY COUNCIL

AGENDA

REGULAR MEETING  
WEDNESDAY, NOVEMBER 1, 2023, AT 7:00 P.M.

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

**South Pasadena City Council 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 Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030.
- Live Broadcast via the City website – [http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](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](mailto: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](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**CALL TO ORDER:** Mayor Jon Primuth

**ROLL CALL:**

|               |                      |
|---------------|----------------------|
| Mayor         | Jon Primuth          |
| Mayor Pro Tem | Evelyn G. Zneimer    |
| Councilmember | Jack Donovan         |
| Councilmember | Michael A. Cacciotti |
| Councilmember | Janet Braun          |

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Evelyn G. Zneimer

**PUBLIC COMMENT GUIDELINES**

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council 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 meeting. Correspondence received after this time will be distributed the following business day.

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

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

**CLOSED SESSION ANNOUNCEMENTS****1. CLOSED SESSION ANNOUNCEMENTS****PUBLIC COMMENT****2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

**CHANGES TO THE AGENDA****3. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA****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.

**4. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$71,868.12; GENERAL CITY WARRANTS IN THE AMOUNT OF \$522,395.38; TRANSFERS IN THE AMOUNT OF \$120,000; PAYROLL IN THE AMOUNT OF \$834,194.27**Recommendation

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

5. **CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR OCTOBER 18, 2023**

Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting of October 18, 2023.

6. **CONSIDERATION OF APPROVAL OF NAMING BERKSHIRE PARK IN MEMORY OF DR. BEATRIZ SOLIS**

Recommendation

It is recommended that the City Council consider approval of naming Berkshire Pocket Park in memory of Dr. Beatriz Solis. The park name being considered is Dr. Beatriz Solis Memorial Park.

7. **CONSIDER APPROVING A SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MSW CONSULTANTS FOR ATHENS SERVICES REFUSE AGREEMENT NEGOTIATIONS AND ANALYSIS AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AMENDMENT**

Recommendation

It is recommended that the City Council consider approving a second amendment to the professional services agreement with MSW Consultants to increase the contract value by \$25,000, for a total contract value of \$96,269.

8. **CONSIDER APPROVAL AND AUTHORIZATION OF CITY MANGER TO EXECUTE CONTRACTS WITH KELLER WILLIAMS DTLA AND THE DAVE KNIGHT REAL ESTATE FOR BROKER SERVICES RELATED TO THE CITY’S SALE OF CALTRANS SURPLUS PROPERTIES**

Recommendation

It is recommended that the City Council consider approval of the standard broker services agreement with Keller Williams DTLA and The Dave Knight Real Estate Team and authorize the City Manager to finalize and execute the agreement for each of the Caltrans surplus properties for broker services.

**ACTION/DISCUSSION**

9. **CONSIDERATION OF INTRODUCTION AND FIRST READING 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 introduce for first reading by title only and waive full reading on an ordinance amending Article X (“Just Cause for Eviction”) to Title 17 (“Health and Sanitation”) of the South Pasadena Municipal Code.

**10. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR SEPTEMBER 7, 2022**

Recommendation

It is recommended that the City Council consider the approval of the meeting for the Regular meeting of September 7, 2022

**11. CONSIDERATION OF AN AWARD OF A CONSTRUCTION CONTRACT WITH HARDY & HARPER, INC. IN AN AMOUNT NOT TO EXCEED \$1,270,500 FOR THE STREET IMPROVEMENTS PROJECT**

Recommendation

It is recommended that the City Council consider:

1. approving the plans and specifications for the Streets Improvements Project; and
2. award a construction contract to Hardy & Harper, Inc. for construction services for street improvements in an amount not to exceed \$1,270,500, including the proposed bid amount of \$1,155,00 and a 10% contingency of \$115,500; and
3. authorize the City Manager to execute the contract.

**12. SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 1, CHAPTER 1A AND SECTION 24.02 OF THE SOUTH PASADENA MUNICIPAL CODE TO UPDATE THE PROVISIONS RELATED TO VIOLATIONS OF THE CODE, INCLUDING SUBSTANDARD BUILDINGS, PENALTIES FOR CODE VIOLATIONS AND PROCEDURE RELATED TO CODE VIOLATIONS**

**ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 1, CHAPTER 1A AND SECTION 24.02 OF THE SOUTH PASADENA MUNICIPAL CODE TO UPDATE THE PROVISIONS RELATED TO VIOLATIONS OF THE CODE, INCLUDING SUBSTANDARD BUILDINGS, PENALTIES FOR CODE VIOLATIONS AND PROCEDURES RELATED TO CODE VIOLATIONS

Recommendation

It is recommended that the City Council consider the adoption of an “Ordinance of the City of South Pasadena, California, Amending Chapter 1, Chapter 1A and Section 24.02 of the South Pasadena Municipal Code to Update the Provisions Related to Violations of the Code, Including Substandard Buildings, Penalties for Code Violations and Procedures Related to Code Violations.”

**PUBLIC COMMENT – CONTINUED**

**13. CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

**COMMUNICATIONS**

**14. COUNCILMEMBER COMMUNICATIONS**

Time allotted to speak per Councilmember is three minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

**15. CITY MANAGER COMMUNICATIONS****ADJOURNMENT****FOR YOUR INFORMATION****FUTURE CITY COUNCIL MEETINGS**

|                   |   |           |
|-------------------|---|-----------|
| November 13, 2023 | Special Joint City Council Meeting with the Public Safety Commission (Police Department Operational Assessment) | 6:00 P.M. |
| November 15, 2023 | Special City Council Meeting (Governance)   | 6:00 P.M. |
| December 5, 2023  | State of the City (Senior Center)   | 6:00 P.M. |
| December 6, 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](http://www.southpasadenaca.gov/CityCouncilMeetings2023)

Regular meetings are live streamed via the internet at:

[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](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](mailto: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](mailto: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 **November 1, 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.*

10/26/2023

/S/

Date

Lucy Urzua, Deputy City Clerk