

AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY, AND
PUBLIC FINANCE AUTHORITY



John Capoccia, Mayor
Gene Goss, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
John Harabedian, Council Member

Tuesday, January 26, 2016

Nancy Shollenberger, City Clerk
Richard Mays, City Treasurer

Closed Session 5:30 pm
Open Session 6:30 pm

City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024

PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on any item on the agenda will be called at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Time shall be devoted to audience participation early on the agenda.

CLOSED SESSION

CALL TO ORDER/ROLL CALL

Mayor Capoccia, Mayor Pro Tem Goss, Council Member
Arizmendi, Council Member Delmar, and Council Member
Harabedian

PUBLIC COMMENT

Regarding Closed Session Items

RECESS TO CLOSED SESSION REGARDING:

CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Calif. Government Code Section 54957.6

City Negotiators: City Manager Elaine Aguilar and Assistant City Manager Elisa Cox
Employee Organization: Police Association

PERSONNEL

Pursuant to Calif. Government Code Section 54957

Public Employee Performance Evaluation

Title: City Manager

CONFERENCE WITH LEGAL COUNSEL

Pursuant to Calif. Government Code Section 54956.9(d)(1) – Pending Litigation

The City Council/Agency finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

Case Name: In re Petition of City of Sierra Madre Challenging 2012 Los Angeles Municipal Separate Storm Sewer System Permit (Order No. R4-2012-0175)

Case Number: State Water Resources Control Board/Office of Chief Counsel Files A-2236(a) through (kk)

OPEN SESSION	
CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL	Mayor Capoccia, Mayor Pro Tem Goss, Council Members Arizmendi, Delmar, and Harabedian
PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION	Council Member Denise Delmar
REPORT OUT FROM CLOSED SESSION	City Attorney report from the closed session.
APPROVAL OF AGENDA	Vote of the Council to proceed with City business.
APPROVAL OF MINUTES	Approval of minutes from the Regular City Council meeting on January 12, 2016.
MAYOR AND CITY COUNCIL REPORTS	Council Member activities relating to City business.
PUBLIC COMMENT	Regarding items not on the Agenda.
PRESENTATION	Update from Public Works Director Bruce Inman regarding water conservation and the City's Water Quality Report

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Arizmendi, Council Member Delmar, and Council Member
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Case Number: State Water Resources Control Board/Office of Chief Counsel Files A-2236(a) through (kk)

OPEN SESSION

**CALL TO ORDER/ROLL CALL
MEMBERS OF THE CITY COUNCIL**

Mayor Capoccia, Mayor Pro Tem Goss,
Council Members Arizmendi, Delmar, and Harabedian

**PLEDGE OF ALLEGIANCE AND
INVOCATION/INSPIRATION**

Council Member Denise Delmar

REPORT OUT FROM CLOSED SESSION

City Attorney report from the closed session.

APPROVAL OF AGENDA

Vote of the Council to proceed with City business.

APPROVAL OF MINUTES

Approval of minutes from the Regular City Council meeting on January 12, 2016.

MAYOR AND CITY COUNCIL REPORTS

Council Member activities relating to City business.

PUBLIC COMMENT

Regarding items not on the Agenda.

PRESENTATION

Update from Public Works Director Bruce Inman regarding water conservation and the City's Water Quality Report

ACTION ITEMS

1. CONSENT

- a) **ADOPTION OF RESOLUTION 16-08 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS**

Recommendation that the City Council approve Resolution 16-08 for approval of payment of City Warrants in aggregate amount of \$244,642.84; Library warrants in the aggregate amount of \$2,791.41, and payroll transfer in the aggregate amount of \$295,684.85 for fiscal years ending June 2016.

- b) **TREASURER'S REPORT
QUARTER ENDING SEPTEMBER 30, 2015**

Recommendation that the City Council receive and file.

- c) **UUT EDUCATIONAL INFORMATION**

Recommendation that the City Council approve the schedule of information dissemination and authorize \$7,500 in printing and mailing expenses.

- d) **SECOND READING OF MUNICIPAL CODE TEXT AMENDMENT 15-04 – ORDINANCE 1371 AMENDING TITLE 17, CHAPTER 17.10 – MARIJUANA CULTIVATION AND MARIJUANA DISPENSARY**

Recommendation that the City Council read by title only, pass second reading, and adopt Municipal Code Text Amendment 15-04 amending Title 17, Chapter 17.10 explicitly prohibiting the growing of live marijuana plants cultivation, deliveries, and dispensing of marijuana as a business pursuant to Ordinance 1371.

- e) **SECOND READING AND ADOPTION OF ORDINANCE 1374 REPLACING SIERRA MADRE MUNICIPAL CODE CHAPTER 15.60 WATER EFFICIENT LANDSCAPE ORDINANCE TO COMPLY WITH CURRENT STATE MODEL ORDINANCE**

Recommendation that the City Council read by title only, pass second reading, and adopt Ordinance 1374 replacing Municipal Code Chapter 15.60 Water Efficient Landscape Ordinance to comply with current State Model Water Efficient Landscape Ordinance.

PUBLIC HEARINGS

2. **ORDINANCE 1375 – AMENDING CHAPTER 17.20, CHAPTER 17.48, AND CHAPTER 17.60 OF TITLE 17 OF THE SIERRA MADRE MUNICIPAL CODE**

Recommendation that the City Council conduct a Public Hearing, introduce, and approve Ordinance 1375 for first reading by title only, and waive further reading.

3. **PUBLIC HEARING: CONSIDERATION OF CITY COUNCIL RESOLUTION 16-06 AMENDING THE FEE SCHEDULE BY ADOPTING THE EMERGENCY MEDICAL SERVICES DISPATCH FEE**

Recommendation that the City Council conduct a Public Hearing, introduce, and approve Resolution 16-06 amending the Fee Schedule to include an Emergency Medical Dispatch Fee in the amount of \$272.88

ITEMS FOR DISCUSSION

4. CONSIDERATION OF COMMUNITY REQUEST FOR INSTALLATION OF A FOUR-WAY STOP AT THE INTERSECTION OF EAST HIGHLAND AVENUE AND NORTH MOUNTAIN TRAIL AND DIRECT STAFF TO DEVELOP A CODE AMENDMENT ADOPTING THE CURRENT CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES

Recommendation that the City Council direct staff to place additional signage, curb painting, and pavement markings at the intersection of East Highland Avenue and North Mountain Trail, as recommended by the traffic engineer, and direct staff to develop a Code Amendment adopting the current California Manual of Uniform Traffic Control Devices as the basis for installation of traffic control devices in Sierra Madre.

5. TEMPORARY SUPPLEMENTAL POLICE SERVICES FOR NIGHT TIME PATROL

Recommendation that the City Council approve the proposed Memorandum of Understanding with the City of Arcadia for temporary night time patrol services beginning February 7, 2016.

6. APPROVAL OF THE LEASE AGREEMENT WITH THE YMCA

Recommendation that the City Council approve the lease agreement with the YMCA for the Sierra Madre Community Recreation Center.

7. GENERAL PLAN IMPLEMENTATION PROGRAM: POLICE AND FIRE DEPARTMENTS

Recommendation that the City Council provide staff with direction regarding the prioritization of the implementation measures to be carried out in Fiscal Year 2015-2016.

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

PUBLIC HEARING

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated.

AVAILABILITY OF AGENDA MATERIALS

Materials related to items on this agenda are available for public inspection on the City's website at www.cityofsierramadre.com, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Manager's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at this same place on Tuesday, February 9, 2016.

Agenda

Regular Meeting of the Sierra Madre City Council,
Successor Agency, and Public Finance Authority

Tuesday, January 26, 2016

Closed Session: 5:30 p.m.; Open Session 6:30 p.m.

City Hall Council Chambers, 232 W. Sierra Madre Boulevard

Mayor, John Capoccia, opened the Regular Meeting of the Sierra Madre City Council, Successor Agency, and Public Finance Authority at 5:30 p.m. The Mayor asked for public comment and there was none, so the Mayor immediately adjourned the meeting to a Closed Session. The City Council returned from Closed Session at 6:35 p.m. and the Mayor opened the Open Session at 6:37 p.m. Nancy Sue Shollenberger, City Clerk, read the Roll, noting that all City Council Members were present.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL:

Present: John Capoccia, Mayor; Gene Goss Mayor Pro Tem, Council Members
Rachelle Arizmendi, Denise Delmar and John Harabedian

Absent: None

Also Present:

Elaine Aguilar, City Manager
Teresa Highsmith, City Attorney
Larry Giannone, Safety Director and Police Chief
Steve Heydorff, Fire Chief
Elisa Cox, Assistant City Manager
Bruce Inman, Director of Public Works
Joe Ortiz, Captain, Sierra Madre Police Department
Vincent Gonzalez, Director – Planning and Community Preservation
Dani Cullens, Community Services Manager
Nancy Sue Shollenberger, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Council Member, Denise Delmar, led the Pledge of Allegiance and followed with a quote from Margaret Mead:

Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has. Always remember that you are absolutely unique. Just like everyone else. Never believe that a few caring people can't change the world. For, indeed, that's all who ever have.

REPORT OUT FROM CLOSED SESSION:

Teresa Highsmith, City Attorney, reported on the following out from Closed Session:

Conference with Labor Negotiator – Pursuant to Calif. Government code Section 54957.6

City Negotiators: City Manager Elaine Aguilar and Assistant City Manager Elisa Cox.

Employee Organization: Police Association

The City Attorney reported that direction was given to the City Attorney, but no action was taken.

Personnel – Pursuant to Calif. Government code Section 54957

Public Employee Performance Evaluation

Title: City Manager

The City Attorney reported that this item was continued until the end of the Regular Meeting, due to lack of time.

REGULAR MEETING OF THE SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY AND PUBLIC FINANCE AUTHORITY

January 26, 2016

Page 2 of 23

Conference with Legal Counsel

Pursuant to Calif. Government Code Section 54956.9(d)(1) –Pending Litigation

The City Council/Agency finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

Case Name: In re Petition of City of Sierra Madre Challenging 2012 Los Angeles Municipal Separate Storm Sewer System Permit (Order No. R4-2012-075)

Case Number: State Water Resources Control Board/Office of Chief Counsel Files A-2236(a) through (kk).

The City Attorney reported that direction was given to the City Attorney, but no action was taken.

APPROVAL OF AGENDA:

Mayor Capoccia asked that Item #5 be pulled until Arcadia approves first, then we will agendize.

Council Member Delmar asked that Item 1c) under the Consent Calendar be pulled for separate discussion.

Mayor, John Capoccia moved and it was seconded by Council Member, John Harabedian for approval of the Agenda as amended. The motion passed by unanimous voice vote.

APPROVAL OF MINUTES OF JANUARY 12, 2016:

Council Member, Rachele Arizmendi remarked that she had a typo that she will give to the City Clerk.

Mayor Pro Tem, Gene Goss moved and it was seconded by Council Member, John Harabedian for approval of the Minutes of January 12, 2016 with the typo Council Member Arizmendi will give to the City Clerk. The motion passed by unanimous voice vote. (Council Member Arizmendi sent an e-mail on Feb. 3, 2016 and could not locate the typo so asked that the Minutes be approved as presented).

MAYOR AND CITY COUNCIL REPORTS:

- 1) Mayor Capoccia, Mayor Pro Tem Goss, Council Member Harabedian and Council Member, Denise Delmar, did not have a report for this meeting.
- 2) Council Member, Rachele Arizmendi, reported that she attended the Public Safety Committee Meeting. Let us know if you have any ideas, we need topics of interest.

PUBLIC COMMENT:

Carolyn Dasher

Ms. Dasher reported that the Sierra Madre Wild & Scenic Film Festival is scheduled for March 12, 2016 from 2:00-3:00 for Children and later on an adult film on environment and outdoors in conjunction with Mono Lake, in the Council Chambers. Information will be forthcoming and you need to get tickets.

Rob Stockly

Mr. Stockly was present this evening to recommend that a future agenda item include the City Clerk's Compensation. Over time, the compensation of the City Clerk has escalated for Minutes and Election Process.

Nancy Sue Shollenberger, City Clerk

The City Clerk addressed everyone and remarked that it was an honor for her to announce our next City Clerk, Melinda Carrillo. The City Clerk followed with Melinda's Bio:

Melinda has lived in Sierra Madre for the past five years with her two young sons who attend St. Rita's School. She and her children are St. Rita's parishioners. She and her boys are involved in Sierra Madre Little League and Sierra Madre Pony League. Melinda has a Bachelor of Arts degree from the University of Utah and a Master of Science degree from the University of Manchester in Manchester, England where she studied Business-Organizational Psychology. For the past six years, she has owned her own business, a skincare salon in the South Lake District in Pasadena, and has recently located to Sierra Madre. She has enjoyed her entrepreneurial work and the flexible schedule that has allowed her to be an active and supportive mother to her two children. Wanting to be of service to her beautiful community has inspired Melinda to run for City Clerk. Moreover, Melinda finds it a great honor to serve Sierra Madre and with much pleasure looks forward to following the footsteps of the devoted City Clerk of over three decades, Mrs. Nancy Shollenberger.

Mr. McQuire, San Gabriel Court

Mr. McQuire questioned if the UUT was being discussed this evening?

Mayor Capoccia stated that the educational materials will be handled separately.

Mr. McQuire remarked that he read in the Mountain View News that there was an argument against the UUT. The proposal brought to the City regarding the Sheriff's Department coming to Sierra Madre to save the City money. I don't remember the figures that were stated.

Mayor Capoccia remarked that two members of the City Council have written a rebuttal.

Mayor Capoccia closed public input.

PRESENTATION:

Bruce Inman, Director of Public Works, gave a slide presentation regarding the water conservation and the City's Water Quality Report.

- MWD connection running at 2,500 gallons per minute.
- 11 acre feet per day.
- Percolating as fast as the water is coming in.
- Spreading of Import began December 17th.
- 363 Acre Feet of imported water have been spread to date.

- Groundwater samples were taken and analyzed prior to spreading.
- Groundwater samples are being taken weekly and analyzed for traces of imported water. No trace has been seen yet.
- Ground water level has risen slightly.
- January 12th, Sierra Madre began receiving water from Santa Anita Canyon at 25 CFS.
- Local water spreading (streets, Canyon) = 27 acre feet.
- Big Santa Anita Canyon Spreading = 68 Acre Feet
- Y-T-D Total = 458 Acre Feet

Factors affecting water conservation:

Distribution system leakage is a negative

The positives are drastically reduced hydrant flushing, reduced use of water in homes for private system flushing and rainfall.

The City has received a warning letter from State Board Enforcement. Notice of violation and order for information received October 1, 2015. A response to Notice of Violation and Information Order submitted October 20, 2015. There has been no further communication from the State.

January to date: 19.5% Conservation.

Public Works staff attempted to contact the 30 top water users in the community. 25 connections were made with the following results:

- 3 requested water audits.
- 8 requested additional information.
- 4 noted that they had water leaks on their property that have been corrected.
- 1 refused to alter their habits.

Rainfall Report: Year to Date: 6.96"
January 5, 2016: 2.98"

Water Quality: Staff is finding no water discoloration or areas of insufficient chlorine residual; hydrant flushing is going back to the City's original state-mandated monthly flushing, there will be occasional spot-flushing to ensure quality remains the same.

System Leakage: Distribution system leak occurrence has dropped 61% over the same period in December.

New Conservation Regulations: November 13, 2015, Governor's Executive Order B-36-15 Extended Emergency Conservation Regulations through October 31, 2016, public comments are currently being received by State Water Resources Control Board through January 28th, and SWRCB to consider the revised regulations February 2, 2016.

Council Member, Denise Delmar, commended the Water Department on their work.

ACTION ITEMS:

- 1). CONSENT CALENDAR

Elaine Aguilar, City Manager, gave the following report under the Consent Calendar:

1a). WARRANTS

Staff recommends approval of Resolution No. 16-08 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS" and approval for payment of City Warrants in the aggregate amount of \$244,642.84; Sierra Madre Library Warrants in aggregate amount of \$2,791.41 and Payroll Transfer in the aggregate amount of \$295,684.85 for the fiscal year ending June 30, 2016.

1b). TREASURER'S REPORT – QUARTER ENDING SEPTEMBER 30, 2015

CITY OF SIERRA MADRE
TREASURER'S REPORT FOR
CASH AND INVESTMENT PORTFOLIO
July - September 2015

CITY CASH					
ACCOUNT	INSTITUTION	BALANCE	RATE		
ALL	BANK OF AMERICA	\$ 10,852,174.60	0.000%		
	TOTAL	\$ 10,852,174.60			
CITY INVESTMENT					
ACCOUNT NAME	INSTITUTION	BEGINNING BALANCE	+ DEPOSITS	- WITHDRAWALS	ENDING BALANCE
General Account	BANK OF AMERICA	12,717,173.30	3,496,353.06	(5,361,351.76)	10,852,174.60
	TOTAL	\$ 12,717,173.30	\$ 3,496,353.06	\$ (5,361,351.76)	\$ 10,852,174.60
CITY INVESTMENT					
ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	STATED RATE
LOCAL AGENCY INVESTMENT FUND	\$ 7,284,188.04	\$ 7,284,188.04	\$ 7,284,188.04	100.00%	0.32%
TOTAL	\$ 7,284,188.04	\$ 7,284,188.04	\$ 7,284,188.04	100.00%	
ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	- WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
LOCAL AGENCY INVESTMENT FUND	\$ 7,279,042.58	\$ 5,145.46	\$ 0.00	\$ 7,284,188.04	0.32%
TOTAL	\$ 7,279,042.58	\$ 5,145.46	\$ 0.00	\$ 7,284,188.04	
CITY - TOTAL CASH AND INVESTMENT		\$ 18,136,362.64			

FISCAL AGENT					
ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	STATED RATE
BNY MELLON	1,551,135.50	1,551,135.50	1,551,135.50	100.00%	0.00%
TOTAL	\$ 1,551,135.50	\$ 1,551,135.50	\$ 1,551,135.50	100.00%	
ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	- WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
BNY MELLON/ Water 1998	1,416.22	0.00	0.00	1,416.22	0.00%
BNY MELLON/ Water 1998 Reserve	529,030.28	15.12	0.00	529,045.40	0.00%
BNY MELLON/ Tax 1998 Reserve Fund	401,590.74	11.55	0.00	401,602.29	0.01%
BNY MELLON/ Fin Auth Water 2003 Reserve	619,053.70	17.89	0.00	619,071.59	0.00%
TOTAL	\$ 1,551,090.94	\$ 44.56	\$ 0.00	\$ 1,551,135.50	
CITY - TOTAL FISCAL AGENT		\$ 1,551,135.50			

In compliance with the California Code Section 53646, as the City Treasurer of the City of Sierra Madre, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's expenditure requirements for the next six months and that all investments are in compliance to the City's Statement of Investment Policy.

I also certify that this report reflects all Government Agency pooled investments and all City's bank balances.

Richard Mays 01/20/2016
Richard Mays, City Treasurer Date

This Agenda item is a receive and file the Treasurer's Report for the cash and investment portfolio for quarter ending September 30, 2015.

Item 1c) was pulled for separate discussion.

1d). SECOND READING OF MUNICIPAL CODE TEXT AMENDMENT 15-04 (MCTA 15-04) – ORDINANCE NO. 1371 – AMENDING TITLE 17, CHAPTER 17.10 – MARIJUANA CULTIVATION AND MARIJUANA DISPENSARY.

On January 12, 2016, the City Council introduced for first reading Ordinance 1371, amending Title 17, Chapter 17.10 of the Sierra Madre Municipal Code, establishing local control measures prohibiting the growing of live plants, cultivation, processing, testing transporting, and distribution of medical marijuana as a business in all zones. The purpose of the Municipal Code Text Amendment 15-04 is to further an objective of City of Sierra Madre's 2007 Ordinance 1266, prohibiting in all zones marijuana dispensaries, which involves the distribution of drugs or other substances which is illegal to distribute or possess under federal law. The proposed Ordinance complies with Assembly Bills 243 and 266, and Senate Bill 643, each containing key provisions of the Medical Marijuana Regulation and Safety Act (MMRSA).

The City Council did not make any modifications to the Municipal Code Text Amendments as proposed by staff.

Staff recommends that the City Council read by title only, pass second reading and adopt Ordinance No. 1371 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AMENDING MUNICIPAL CODE CHAPTER 17.10 REGULATING THE CULTIVATION AND DISTRIBUTION OF MARIJUANA".

1e). SECOND READING AND ADOPTION OF ORDINANCE NO. 1374, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE REPLACING SIERRA MADRE MUNICIPAL CODE CHAPTER 15.60 WATER EFFICIENT LANDSCAPE ORDINANCE TO COMPLY WITH CURRENT STATE MODEL ORDINANCE.

Staff recommends that the City Council ready by title only and adopt Ordinance 374 on second reading, replacing Municipal Code Chapter 15.60 Water Efficient Landscape Ordinance to comply with the current State Model Water Efficient Landscape Ordinance.

On January 12, 2016, the City Council held a public hearing on the proposed Ordinance 1374. The proposed ordinance was taken from the Orange County Model Ordinance and modified to fit Sierra Madre. There was no public comment and the ordinance was approved unanimously, with a minor change in the language as recommended by the City Attorney. The proposed ordinance has been amended as recommended by the City Attorney.

Staff recommends approval of Ordinance No. 1374 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, PROVIDING A MANDATORY UPDATE OF THE SIERRA MADRE WATER EFFICIENT LANDSCAPE ORDINANCE BY REPLACING CHAPTER 15.60 OF THE MUNICIPAL CODE", for second reading and approval.

Council Member, Rachelle Arizmendi moved and it was seconded by Council Member, Denise Delmar, for approval of the Consent Calendar, excluding item 1c), as presented by staff. The motion passed by unanimous voice vote.

1c). UUT EDUCATIONAL INFORMATION

Elisa Cox, Assistant City Manager, gave the staff report.

On Wednesday, January 13, 2016, staff met with the UUT Oversight Committee to receive feedback and recommendations for disseminating educational UUT information. The Committee reviewed first drafts of different styles of print information and concluded that all the information was factual and non-biased and recommended the information be disseminated in a variety of fashions before the April 12, 2016 election.

No City official, whether an employee or an elected or appointed City official, may use City funds or other resources to advocate for or against a ballot measure or candidate. This includes using City office equipment such as copiers, computers, telephones, and e-mail to encourage a "yes" or "no" vote for any measure or candidate. City officials may not direct City employees to advocate for or against a candidate for City office or a ballot measure.

However, this rule does not affect the City's authority to provide factual information about measures on the local ballot and election procedures. The legislative process contemplates assistance from the local government in explaining the potential benefits or detriments of proposed legislation. The City may create and compile informational materials regarding a ballot measure, such as its fiscal impact on City services. However, the creation of such information using City resources must stop short of expressly advocating for or against the measure. Accordingly, informational materials created with City resources cannot include any direction to "vote for" or "against" or "defeat" a candidate or a ballot measure.

The City Manager gave the schedule of information dissemination from February 1, 2016 through March 14, 2016. In order to reduce costs by \$2,500 staff is recommending to mail just the first postcard and to include the information from the second postcard on the City's website, Facebook and eBlast.

Staff recommends the City Council approve the schedule of information dissemination and authorize \$7,500 in printing and mailing expenses.

Mayor Pro Tem Goss questioned that the lowest bid is \$6,000 and Ms. Cox stated "yes".

Council Member, Denise Delmar, asked that the City Council see the material before it is mailed out.

Ms. Cox stated that we can share this information, it is in draft now.

Council Member Delmar remarked that it is a 4-pg. mailer, is this necessary?

Ms. Cox stated that the information includes information on the UUT, where the City gets the funding, includes cost reductions and what the City has done.

Council Member Delmar felt that four pages is a lot. Can you get it down to one page? Maybe four pages won't be read by the residents.

Ms. Cox noted that there are a lot of graphs.

The City Manager remarked that perhaps if everyone is involved we could have a Brown Act issue. It is best to have a subcommittee of two.

Mayor Capoccia asked the City Attorney if she has looked at the drafts, and the City Attorney said that she has not seen them.

Mayor Capoccia stated, "We want to make sure we keep things on up and up".

Mayor Capoccia opened for public comment and there was none, so he closed it right away.

Mayor Pro Tem, Gene Goss, stated that at the last committee meeting of Oversight Committee they had a thorough and intense meeting. There was the feeling that the residents will read everything. Staff can put in water bill. Postcards are simple. We had two meetings.

Council Member, John Harabedian, agrees with Council Member Delmar's point, some residents will read and some won't. If we are looking to inform the residents, four pages is beneficial. I vote to approve as committee recommended.

Council Member, Rachelle Arizmendi, feels the postcard could cost more – is the four-page mailer high quality?

Ms. Cox stated "Yes, it is heavier paper".

Council Member, Rachelle Arizmendi, stated that she feels it is more of a financial issue. I am okay with four-page mailer. Residents will look at the website if they are serious.

Mayor, John Capoccia, stated that he is okay with the four-page mailer that committee suggested.

Council Member, Denise Delmar, stated that you have to be mindful of the perception. The City Attorney said the staff can do. The voters may think the money is wasted on this. It seems like an overkill.

Council Member Arizmendi offered to serve on the subcommittee.

Council Member, Denise Delmar, remarked that the City Council needs to stay out of this. Be mindful of the people receiving the information.

Mayor Capoccia stated that with regard to Mayor Pro Tem's point, the people want to receive more, I am in favor of authorizing \$7,500.00, and hopefully it will be less.

Council Member, John Harabedian moved and it was seconded by Mayor Pro Tem, Gene Goss, for approval of staff's recommendation. The motion passed by unanimous voice vote.

2). ORDINANCE NO. 1375 – AMENDING CHAPTER 17.20 (ONE FAMILY RESIDENTIAL ZONE ORDINANCE), CHAPTER 17.48 (DEVELOPMENT STANDARDS) AND CHAPTER 17.60 (VARIANCES AND CONDITIONAL USE PERMITS) OF TITL 17 OF THE SIERRA MADRE MUNICIPAL CODE.

Vincent Gonzalez, Director – Planning & Community Preservation

The amendments adopted in May 2015 by the City Council constituted the first round of revisions addressing 2015 General Plan policies concerning neighborhood compatibility in the R-1 Zone. The amendments recommended herein by the Planning Commission include further revisions needed to address the issue of bulk and mass, design, and overall consistency of new development with the existing neighborhood. The amendments also address a few items that needed further clarification in the subject ordinances.

The changes include revisions to the conditional use permit findings, minor conditional use permit noticing requirements, clarification of prevailing front yard setback requirements, specifying chimneys as a permitted encroachment into the angle plane setback requirement, establishment of a maximum allowable height for chimneys, elimination of flag lots and exclusive access easements on newly created or reconfigured lots, and elimination of the modified front yard setback for cul-de-sacs.

After discussing possible changes at the June 4, and October 15, 2015 meetings the Commission conducted public hearings on November 19th and January 7, 2016, when it recommended approval of Ordinance No. 1375 to the City Council as reflected in Planning Commission Resolution No. 15-18 which was attached to the Agenda.

Mr. Gonzalez discussed Chapter 17.20 -one family residential zone ordinance, clarification of prevailing setbacks, flag lots and exclusive access easements that are prohibited, and reviewed Chapter 17.48 (Development Standards) which included maximum height for chimneys and modified front yard on cul-de-sac.

Mr. Gonzalez also reviewed Chapter 17.60 (Variances and Conditional Use Permits), reviewing conditional use permit findings.

Alternatives:

- 1) Introduce and approve for first reading by title only, and waive further reading. Ordinance No. 1375. Designate the City Attorney to prepare a summary of Ordinance No. 1375 pursuant to Government Code Section 36933(c)(1).
- 2) Introduce and approve for first reading by title only, and waive further reading, Ordinance No. 1375 (AS AMENDED) by the City Council. Designate the City Attorney to prepare a summary of Ordinance No. 1375 pursuant to Government Code Section 36933©(1).
- 3) Direct Staff to modify Ordinance No. 1375 for further consideration.

Staff recommends Alternative No. 1, above, that the City Council introduce and approve for first reading by title only, and waive further reading, Ordinance No. 1375 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA AMENDING TITLE 17 ("ZONING") OF THE SIERRA MADRE MUNICIPAL CODE BY AMENDING CHAPTER 17.20 ("R-1 ONE FAMILY RESIDENTIAL"), SECTION 17.20.053 ("ANGLE PLANE"), SUBSECTION 17.20.050.A.2 ("FRONT YARD SETBACKS GREATER THAN 25 FEET"), AND ADDING SECTION 17.20.115 ("FLAG LOTS PROHIBITED"); AMENDING CHAPTER 17.48 ("DEVELOPMENT STANDARDS") SECTION 17.48.020 ("HEIGHT OF PENTHOUSES AND ROOF STRUCTURES") AND REPEALING SECTION 17.4.080 ("MODIFIED FRONT YARD CUL-D-SAC"); AMENDING CHAPTER 17.60 ("VARIANCES AND CONDITIONAL USE PERMITS") SECTION 17.60.040 ("CONDITIONAL USE PERMITS – BURDEN OF PROOF"), SECTION 17.60.041 ("ADDITIONAL BURDEN OF PROOF FOR PERMITS FOR INGLE-FAMILY HOUSES AS DESCRIBED IN SECTION 17.20.025") AND SUBSECTION 17.60.055.b ("PUBLIC NOTICE").

Mr. Gonzalez noted that John Hutt was here this evening and will add to my recommendations.

John Hutt

Mr. Hutt remarked that he joins the Planning Commission in approving Ordinance 1375. We considered the neighbors and property owners. We have a simpler diagram that works. We had many meetings and reviewed codes from other cities. Most important revision is CUP findings. It provides direction to the property owners. Staff went through the changes. If you want more input, let me know.

Mayor Pro Tem, Gene Goss thanked Mr. Hutt for coming and feels the upgrades are good. How do you delineate public view? What right does the neighbor have? Who constitutes unreasonable noise level?

Mr. Hutt stated that there was no standards, but there were adverse impacts. We could properly evaluate. With regard to views – it will be a judgement call. We are just saying, preserve some view. There is no intent to stop building generally.

Mayor Capoccia, Mayor Pro Tem Goss and Council Member Harabedian expressed concern about "blocking view".

Mr. Hutt remarked that he didn't know if a review has been done. It will apply to new development. Language was hard to follow before. We wanted to make it simple. This is really for new subdivisions.

Council Member. Denise Delmar, stated that this was all done in response to the General Plan. The Planning Commission was unanimous. They were all 100% behind R-1. I want to thank the staff for the pictures in the Agenda. Also, thank you, John Hutt, for your report.

Council Member, Rachelle Arizmendi, also thanked the Commission, Vincent Gonzalez and the Planning Commission. Also, thank you, John Hutt, for having the General Plan in mind and property rights.

Mayor, John Capoccia, also thanked everyone for cleaning this up and we now have clarity. There will be challenges and debates. I am confident the process will work.

Mr. Hutt stated that we will need additional review – chimneys for example. You never can predict everything.

Mayor Capoccia noted that this is a public hearing and opened for public comment.

Barbara Leigh Cline, E. Sierra Madre Blvd.

Ms. Cline thanked John Hutt and the Planning Commission. Mr. Hutt has so much knowledge. We are privileged to have him. It is great to clean up the General Plan.

Barry Gold, Ramona Avenue

Good Evening Mayor Capoccia and Council Members: I want to commend the Planning Commission for recommending such a well thought out set of code improvements designed to minimize inappropriate building while encouraging responsible development which you all have fought so hard for when you unanimously passed the General Plan Update. I particularly value the additional findings provisions which will give the Planning Commission the tools needed to address privacy, noise, view, and other related issues. I hope you will adopt these recommendations as they are presented to you. Thank you for your time.

Mayor Capoccia closed public input portion.

Council Member, Denise Delmar remarked that she is thankful for the work that has been done and we are moving forward.

Mayor Pro Tem, Gene Goss, also remarked that he is glad Mr. Hutt came this evening. He thanked him for his input. My concern is about people who want to make additions. I am not comfortable with some regulations – unreasonable noise? What rights do you have? Perhaps it could be defined more in the future.

Council Member, John Harabedian, questioned “burden of proof” and what it was in reference to?

Mr. Hutt stated that it was in reference to the Canyon Zone – R-1 and Canyon.

Council Member Harabedian addressed “definition of unreasonable and public view”. They are standards, not rules. I have faith in our ability to have a good Planning Commission. I am okay with changes.

Mayor, John Capoccia, stated that he is probably more okay with it. Concern is that it drives the cost up. It is good for Sierra Madre.

Council Member, John Harabedian moved and it was seconded by Council Member, Denise Delmar, for approval of Alternative 1 above. The motion passed by unanimous voice vote.

- 3). PUBLIC HEARING: CONSIDERATION OF CITY COUNCIL RESOLUTION NO. 16-06 AMENDING THE FEE SCHEDULE BY ADOPTING THE EMERGENCY MEDICAL SERVICES DISPATCH FEE”.

Steve Heydorff, Fire Chief, gave the staff report.

The Sierra Madre Fire Department (SWMFD) contracts fire department dispatch services through Verdugo Fire Communications Center (Verdugo) for all Fire and Medical related incidents. Dispatch costs are calculated based on the number of previous years' incidents and may increase yearly.

For each Emergency Medical Services (EMS) call, the Fire Department responds with one (1) Engine and one (1) Paramedic Ambulance. Engine 41 is typically staffed by one (1) Captain, and (1) Engineer, and two (2) Volunteer Firefighters. RA 41 is staffed with two (2) Los Angeles County certified Paramedics. Both emergency response vehicles are dispatched to all medical calls to ensure the appropriate manpower is available for all EMS incidents. In the event of a non-transport EMS incident, the City remains responsible for all costs incurred by the dispatch of SMFD personnel.

Staff is recommending the amendment of the Fee Schedule to include an EMS Dispatch Fee for all non-transport EMS dispatches in the amount of \$272.88 per call.

The SMFD Paramedic Program is majority funded by the revenue received from the transport of Basic Life Support (BLS) and Advanced Life Support (ALS) patients by Sierra Madre Paramedics, and subsidized by the General Fund. Rates are defined by the "County of Los Angeles General Public Ambulance Rates" schedule and are categorized into one of two levels: ALS and BLS. Currently this is no charge for patients treated by SMFD personnel but not transported. A typical non-transport EMS call generally requires thirty (30) minutes of SMFD time. When there is no transporting of a patient, the Fire Department receives no revenue for the time sent on the call. The fully burdened costs listed in the table in the Agenda details the amount of which the City is responsible for each non-transport EMS dispatch.

An EMS Dispatch Fee would be billed to all non-transport BLS and ALS level patients that are evaluated and treated by SMFD personnel. Residents who subscribe to the \$60.00 per year Paramedic Subscription Program would remain exempt to all EMS charges after insurance billing.

Staff recommends the approval of the amendment of the Fee Schedule to include an Emergency Medical Services Dispatch Fee of \$272.88, and approval of Resolution No. 16-06 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, AMENDING THE FEE SCHEDULE BY ADOPTING THE EMERGENCY MEDICAL SERVICES DISPATCH FEE".

Fire Chief, Steve Heydorff addressed the City Council, City Clerk and City Manager: I am here to ask your consideration for an emergency medical services dispatch fee. Sierra Madre along with 13 other cities contract Verdugo for their dispatch services. Our cost is about \$64,000 per year. The dispatch fee will help offset the costs by charging for non-transported EMS calls. These are the medical calls we go on that the patient is not required or refuses to go to be transported to the hospital. The type calls are minor lacerations, called to checked their blood pressure any minor medical issue. The other case are calls where they will sign AMA (Against medical advice); this is when we advise the patient that he or she needs to go to the hospital but refuses. As you know, we are not allowed to kidnap patients. The fee will be charged if we start a patient care report. Some calls that we don't do a PCR are assist the invalid, helping people up. These types of calls are usually dispatched to the Engine Company only.

The City Manager remarked that the \$272.88 recommended fee is the rule for all fees – 100% recovery fee.

Council Member, John Harabedian, remarked that the dispatch fee applies to all calls, unless I subscribe to \$60.00 subscription? After first time and not on program, could we have them sign up?

The City Manager stated, “We could leave a pamphlet behind”.

Council Member, Denise Delmar, asked the Fire Chief how many calls the department gets that the patient is not transported?

Chief Heydorff stated: “200”.

Mayor Capoccia noted that if a patient is transported, Medicare covers the cost.

Mayor Pro Tem, Gene Goss, stated that this is modest relief. It helps with the deficit problem.

Mayor Capoccia encouraged everyone to subscribe to the prescription program for \$60.00/Yr.

Council Member, Rachelle Arizmendi, asked how many subscribe to the program?

Fire Chief Heydorff stated: “400”.

Mayor Pro Tem Goss stated that the subscription program will rise if a fee is charged.

Mayor Capoccia opened for public input.

Barbara Leigh Cline, E. Sierra Madre Blvd.

Ms. Cline remarked that seniors are on a fixed income. Are they given a less fee? Would there be a charge with emergency medical transport? Paramedics can put a line in and drive around. If we went back to EMT's, would we see this charge?

The City Manager stated, “It is hard to say”.

Barry Gold, Ramona Avenue

Mr. Gold stated that if the City Council decides to charge a fee if not transported, I would suggest that the General Fund and taxes we pay should cover these things. The City only incurs \$71.50 to Verdugo. All other charges go on if nobody calls.

Mayor Capoccia closed public input.

Council Member, John Harabedian, stated that we should be doing this across the board. I promote the subscription program. If a resident is charged, they should be told about the program. Collection will be an issue. I am okay with the fee.

Mayor Pro Tem, Gene Goss, stated that he is concerned about the fee – we need to let the seniors know about the subscription program. This is a reasonable approach.

Council Member, Rachelle Arizmendi, stated that we have considered reviewing fees. Ensure that we have ample time to inform the residents. Communicate effectively.

Council Member, Denise Delmar, stated that her first concern was the cost of the fee. We are spending money and resources. Other cities charge and ours are not. I wouldn't do immediately. Let the public know. Educate the people, then I'm okay with this.

Mayor, John Capoccia, questioned that if we catch seniors by surprise, could we have a grace period? Could we give a waiver if they sign up for the subscription program?

City Manager, Elaine Aguilar, stated that it is possible, but realistically adds more work to staff. Consider not charging the full amount and use a graduated fee. Give us three months to get information out. After three months, implement fee. We can reach out to folks. Maybe start July 2016.

Mayor Capoccia stated that three months is fine, then full coverage. In regards to Barry Gold's remarks – we have fees for many services. Our situation is changing and cost recovery is important.

Council Member, Rachelle Arizmendi, moved and it was seconded by Mayor Pro Tem, Gene Goss, for approval of Resolution No. 16-06 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AMENDING THE FEE SCHEDULE BY ADOPTING THE EMERGENCY MEDICAL SERVICES DISPATCH FEE", to begin July 1, 2016. The motion passed by unanimous voice vote.

4). CONSIDERATION OF A COMMUNITY REQUEST FOR INSTALLATION OF A FOUR-WAY STOP AT THE INTERSECTION OF EAST HIGHLAND AVENUE AND NORTH MOUNTAIN TRAIL AND DIRECT STAFF TO DEVELOP A CODE AMENDMENT ADOPTING THE CURRENT CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

Bruce Inman Director of Public Works, gave the staff report.

Staff recommends that the City Council direct staff to place additional signage, curb painting, and pavement markings at the intersection of East Highland Avenue and North Mountain Trail, as recommended by the traffic engineer, and direct staff to develop a Code Amendment adopting the current California Manual of Uniform Traffic Control Devices as the basis for installation of traffic control devices in Sierra Madre.

The City Council recently directed staff to place the matter of pedestrian safety at the intersection of East Highland Avenue and Mountain Trail Avenue, following resident statements during the Community Communications portion of the Council agenda. Six residents commented at the November 12th meeting requesting that a stop sign be installed at the intersection.

As you may recall, on July 9, 2013, the City Council reviewed a stop sign warrant analysis for the intersection of East Highland Avenue and North Mountain Trail. The report was prepared by Ms. Vanessa Munoz of Willdan at a cost of \$4,288. The report produced findings that the intersection does not meet the warrants necessary for the installation of a four-way stop control. The report did not recommend installation of an unwarranted sidewalk and instead provided a recommendation for re-striping the crosswalk and installation of crosswalk warning signage.

Mr. Inman outlined four alternative actions for the City Council to consider:

- 1). The City Council may direct staff to place additional signage, curb painting, and pavement markings at the intersection of East Highland Avenue and North Mountain Trail, as recommended by the traffic engineer, and direct staff to develop a Code Amendment adopting the current California Manual of Uniform Traffic Control Devices as the basis for installation of traffic control devices in Sierra Madre
- 2). The City Council may direct staff to install a four-way stop at the intersection of Mountain Trail and Highland.
- 3). The City Council could direct staff to order an updated traffic/warrant study on the intersection of East Highland and Mountain Train addressing the need for a 4-way stop or installation of IRWL improvements.
- 4). The City Council may defer action on this matter.

Mayor Pro Tem, Gene Goss, stated that three of four major routes have stop signs.

Council Member, John Harabedian, stated that with the building of the Middle School, traffic increased, we might have more traffic. Is it a fair assumption?

Mr. Inman stated that the Middle School population is remaining constant. The Principal of the School is here.

Vanessa Munoz, Willdan

Ms. Munoz announced that she has a Bachelor degree, took Traffic Survey Exam, and has four years' experience. She is a Registered Civil Engineer.

Mayor Capoccia questioned how the standards were developed for the MUTCD?

Ms. Munoz stated that seven years ago it became standardized. We are all implementing the same thing.

Mayor Capoccia questioned 2 lanes vs. 4 lanes?

Ms. Munoz noted the broad sense – speeds come into play – studies come into play. You need to look at whole aspect of transportation.

Mayor Capoccia stated, "Sierra Madre is different".

Council Member, Denise Delmar, questioned the number of vehicles over an 8-hour period. We are talking about school time.

Ms. Munoz stated that you need to be aware of the surroundings. You need to find out when school would be out and the children would be walking. Consider what is typical.

Mr. Newson, Principal of Middle School

Mr. Newson stated that with regard to Highland and Canon, we have crossing guards. We have volunteers who do it.

Mayor Capoccia asked Mr. Newson how many students there are at the school?

Mr. Newson stated that they have 400 now. We can increase to 650, but it could take years.

Council Member, Rachelle Arizmendi, questioned the parking?

Mr. Newson stated that the parking lot will open soon.

Council Member Delmar asked if the parents use Mt. Trail for drop-off?

Mr. Newson stated, "No, they use Canon".

Mayor Capoccia opened for public input.

Joyce, North Mountain Trail

Joyce stated that what we are talking about is a mess. It is dangerous and unsafe. I feel a stop sign would be good. Mornings and afternoons are a mess. I am not happy to not have a stop sign.

Sean Garvin

Mr. Garvin stated that he is present this evening to request that the City Council put a stop sign at Highland and Mountain Trail. I was almost hit.

Carol Keith

Ms. Keith stated that she was almost hit.

Faith Keith

Ms. Keith will be attending this school. For those who do not have good eyesight, it is very dangerous.

Jennifer Gowen

Ms. Gowen drives her son to school. She goes on Mountain Trail. The markings are confusing. Adding more signs won't help. Red curbs won't help, etc.

Andrea Van Winkle

Ms. Van Winkle noted that she walks her grandson on Laurel and Baldwin. I have to wait for at least five cars to go by. It is scary. Don't wait until someone gets hurt.

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Barbara Leigh Cline, E. Sierra Madre Blvd.

Ms. Cline stated that she witnessed girls running down Canon. They ran down the street and almost got hit. Could handyman funds get something done? There should be crossing guards at Canon. Put it back on Pasadena Unified.

Melissa Thew, N. Baldwin

Ms. Thew questioned if little lights in the crosswalk which blink could warn everyone that someone is there. I would suggest trying that.

Nicole Trudeau

Ms. Trudeau stated that her son attends the Middle School. She experienced people stopping and almost getting rear ended. More signs are not the answer. Stop signs are warranted, especially southbound. Children need to be protected.

Conner Keith, E. Highland

Mr. Keith stated that he agrees with all that has been said. There is a safety issue. Encourage walking. Lights would be great.

Mr. Longhurst, Olive Avenue

Mr. Longhurst noted that he drives his kids to school. A stop sign would be quicker. Thank you.

Jennifer Kenyon, Highland avenue

She just wanted to state that she agrees with everybody else.

John Vandavelde

Mr. Vandavelde stated that his son rode his bike, he is a Freshman now. His daughter is going now. Mountain Trail has lots of dwellings. Flashing lights are good. A four-way stop is needed.

Mayor Capoccia closed public input portion.

Mayor, John Capoccia thanked everyone for expressing their views.

Council Member, John Harabedian feels this is seemingly easy – my gut says put stop sign in. I put weight on that that it is the third time it has been brought up. It is dangerous. I understand the liability, but I weigh against practical nature of intersection. It is confusing. A stop sign wouldn't hurt. I feel it would be safer. My vote is to install a stop sign.

Mayor Pro Tem, Gene Goss, stated that he knows many who testified tonight. I am in favor of a stop sign. With respect to Public Work's staff, I respect their professionalism. It is my gut feeling that we need to protect children. I want a stop sign.

Council Member, Denise Delmar, stated that she has been hit at a crosswalk without a stop sign. We have children walking there. It makes sense to put a stop sign at this intersection. Why doesn't science support this? I am in favor of a stop sign. Have the police monitor at first.

Council Member, Rachelle Arizmendi, stated that it is helpful to hear public input on this. I really have a hard time, if safety is concern, it could be more risky and less safe. My preference is to explore lighted crosswalk. Look at science, we should consider other options.

Mayor, John Capoccia, stated that he has lived on Highland for 32 years. We have installed three stop signs at different places. I am really struggling to go against guidelines. It could increase danger. If something happens, could we be faced with liability? It is less likely. I go with putting in a stop sign.

Mayor Pro Tem, Gene Goss, moved and it was seconded by Council Member, Denise Delmar, for approval of Alternative 2 above. The motion passed by unanimous voice vote.

BREAK: The City Council requested a break at 9:13 p.m. and the City Council reconvened at 9:22 p.m.

5). TEMPORARY SUPPLEMENTAL POLICE SERVICES FOR NIGHTTIME PATROL

This item was pulled until the City hears from Arcadia.

6). APPROVAL OF THE LEASE AGREEMENT WITH THE YMCA

Dani Cullens, Community Services Manager, gave the staff report.

Staff has negotiated a Lease Agreement with the Pasadena YMCA to operate and lease the Sierra Madre Community Recreation Center. At the October 29, 2015 Community Services Commission meeting, the Commission recommended sending the agreement with minor alterations to the City Council for approval.

The City has had a partnership with the Pasadena YMCA for the past 10 years. In July of 2004, the City entered a five-year lease agreement to operate an after-school and summer program at the Community Recreation Center. During this time the YMCA established themselves at the Center and were well received by the community. In September of 2010, the City renewed the agreement for another five years, expiring September 30, 2015. In 2012, the City and the YMCA entered into a secondary contract for the YMCA to operate the YAC, which also expired on September 30, 2015. On April 28, 2015, the City Council approved an addendum to the lease agreement with the YMCA to expand programming at the Recreation Center to include enrichment classes. Since October 1, 2015, the YMCA has been running the same programs on a month-to-month basis until a new lease agreement, incorporating the three previous agreements, is finalized and approved.

The terms of the proposed lease state that the YMCA will take over operating expenses for the Sierra Madre Community Recreation Center. This includes: water, gas and electricity, pest control, maintenance contract, staffing and other defined expenses in the professional services agreement. In addition, YMCA has agreed to a \$2,500.00 month lease for the first twelve months, increasing to \$3,000 per month beginning February 1, 2017. The annual revenue generated by the terms of the lease is \$30,000 the first year, increasing to \$36,000 a year thereafter.

Staff recommends that the City Council recommend approval of the Lease Agreement with the YMCA for the Sierra Madre Community Recreation Center.

Mayor Pro Tem, Gene Goss, questioned if the lease is terminated, does the City get the equipment?

Dani Cullens noted that any upgrades are included in the contract.

Mayor Pro Tem Goss asked what the market value was?

Dani Cullens stated that the strength machines have a longer life span.

Mayor Pro Tem, Goss stated that the machines are expensive. The YMCA system will put these to work?

Elisa Cox, Assistant City Manager, stated "Probably not have fitness programs".

Mayor, John Capoccia, asked what happens at the end of the five year contract and it is renewed with the YMCA, will they buy new equipment?

Dani Cullens stated that they just listed what they will buy now.

Mayor Capoccia questioned if they will donate the equipment at the end of the five-year contract.

Elisa Cox stated that the equipment becomes the property of the City of Sierra Madre. After five years, if equipment is damaged, they will purchase replacements.

Mayor Capoccia asked about technology upgrades?

Dani Cullens stated that it will be done regardless. The YMCA plans on additional improvements.

Ms. Cox stated that improvements of infrastructure stays with City.

Mayor Capoccia asked "How much do we gain or lose?"

Ms. Cox stated that it is a small amount, less than \$1,000. YMCA pays the Lease. The City receives \$6,000 per year in rent, but pays \$15,000 to YMCA. This is a new agreement.

Dani Cullens noted that the City will receive \$30,000 the first year.

Beth MacAller, Executive Director, YMCA

Ms. MacAller stated that the members will pay a fee. Exercise classes don't pay additional fee. Child Care went up. We won't see a big impact. It is included in membership. Teen programs have been increased.. We will have extended hours. We will have an Open House at night and do tours. Going forward, we have four vans. We need to serve the seniors. We don't turn anyone away.

Mayor Capoccia questioned the exercise equipment and where it will be?

Ms. MacAller remarked that we plan on the second floor, if it cannot bear the weight, we will see.

Ms. Cox noted that the second story will be used for teen programs.

Ms. MacAller remarked that Rosemary wants to use the facility.

Council Member, Rachelle Arizmendi remarked that the Community Services Commission recommended a three year contract.

Council Member Delmar questioned parking?

Ms. Cox stated "Parking is a struggle" .

Mayor Capoccia opened for public comment.

Pat Alcorn, E. Grand View

Ms. Alcorn remarked that the Community Services Commission considered three or five-year lease and the unanimous decision was to stick with three years – just like Water Works. We wanted a contract to our advantage.

Mayor Capoccia closed public input.

Council Member, Rachelle Arizmendi, stated that what is coming from the Community Services Commission is a recommendation for three years, also staff is recommending because of where we are with the budget. Equipment longevity causes me to recommend three years.

Mayor Pro Tem, Gene Goss, asked how many rent out?

Mr. Powell from the YMCA stated that we don't have exact number.

Ms. Cox stated that Monrovia and LaCanada has YMCA.

Mayor Pro Tem Goss asked about the movement to contract out?

The City Manager stated, "Budget reductions and staffing" .

Mayor Pro Tem Goss felt that it is a pretty well run program by the YMCA and he is okay with a three-year lease agreement.

Council Members Harabedian and Delmar also agree that a three-year lease agreement is okay. The YMCA is a good program.

Mayor, John Capoccia, stated that it is good for Sierra Madre. We are contracting so many things out. I would like to keep in-house, but can't. What is the vision of Sierra Madre in 15 years? I am okay with three year lease.

Council Member, Rachelle Arizmendi, moved and it was seconded by Council Member, John Harabedian, for a three-year lease agreement with the YMCA. The motion passed by unanimous voice vote.

7). GENERAL PLAN IMPLEMENTATION PROGRAM POLICE AND FIRE DEPARTMENT

Steve Heydorff, Fire Chief, gave the Fire Department staff report, and Joe Ortiz, Captain, Sierra Madre Police Department gave the Police Department staff report.

On July 14, 2015, City Council certified the Final Environmental Impact Report and adoption of the General Plan Update document. The document includes updates to the Land Use, Resource Management, Hazard Prevention, Community Services Elements, and the associated Implementation Program 2015-2035.

The departments of Planning, Community Services, Public Works and Library have presented their implementation program to the City Council on September 22, 2015.

The Police and Fire Department's Implementation program detail sheets are included at the end of the staff report, as attachments "A" and "B".

Staff is seeking City Council direction regarding the prioritization of the implementation measures to be carried out in calendar year 2015-2016.

Joe Ortiz, Captain, Sierra Madre Police Department

Captain Ortiz reported on the following:

- The City will seek to respond to all calls for service within three minutes of a dispatched call. The City will also increase the number of monthly neighborhood watch meetings throughout the City and will hold bi-annual community Town Hall meetings to educate the community and senior citizens on crime prevention.
- The City will review all proposed tract maps and multi-family development to assess the impact of increased in population on response time, calls for service and traffic.
- The City will seek to identify more Neighborhood Watch Block Captains and Business Water participants to increase crime prevention awareness and vigilance.
- The City will partner with other City departments to facilitate their notification and/or response to citizen request for service traditionally outside the normal course and scope of the Police Department.
- The City will conduct regular quality of service audits with citizens who have interaction with police personnel. The quality of service audits will help identify issues of concern with overall quality of police service, and help determine critical training needs that may be needed to enhance the overall service by police personnel. In addition, ongoing training will be provided to police personnel in community policing and human relations.
- The City will partner with Community Emergency Response Team (CERT) volunteers to provide regular public safety and disaster preparedness training to citizens during neighborhood watch meetings, town hall meetings, and business watch meetings. In addition, efforts will be made to encourage all citizens and visitors to the City to participate in disaster preparedness programs sponsored by the fire Department and CERT.

- The City will provide, with the assistance of the Community Emergency Response Team (CERT) community education programs in emergency response and disaster preparedness for City residents.
- The City will train all sworn police personnel and all other staff on the implementation of Standardized Emergency Management System (SEMS) plan to address disasters such as earthquakes, flooding, fire, extreme weather, hazardous material spills, and other accidents.
- The City will develop and maintain an Emergency Operations Plan and Natural Hazard Mitigation Plan and will update it as needed.
- The City will partner with the Fire Department Community Emergency Response Team (CERT) and Emergency Radio Station 1630 AM, and volunteers to coordinate disaster response and dissemination of information during a disaster.
- The City will review existing ordinances and amend as necessary to incorporate hazard prevention measures for new and existing development.
- The City will continue to maintain a Code Enforcement Officer to respond to complaints from the public in a timely manner and ensure compliance with City codes and regulations.
- The City will work with residents and business owners to ensure code compliance in order to avoid the need for legal action. When such efforts have been exhausted, the City will follow Code Enforcement procedures to resolve violations.
- The City will identify and address code violations that warrant pro-active, targeted Code enforcement efforts.

Captain Ortiz, reviewed the activity over the past year and thanked the City Council for this opportunity and asked if there were any questions.

Steve Heydorff, Fire Chief, followed with the following:

Good evening Mayor, City Council, City Clerk and City Manager: I am here to ask your consideration for an emergency medical services dispatch fee. Sierra Madre along with 13 other cities contract Verdugo for their dispatch services. Our cost is about \$64,000 per year. The dispatch fee will help offset the costs by charging for non-transported EMS calls. These are the medical calls we go on that the patient is not required or refuses to go to be transported to the hospital. The type calls are minor lacerations, called to check their blood pressure any minor medical issue. The other cases are calls where they will sign AMA (against medical advice); this is when we advise the patient that he or she needs to go to the hospital but refuses. As you know we are not allowed to kidnap patients. The fee will be charged if we start a patient care report. Some calls that we don't do a PCR are assist the invalid, helping people up. These types of calls are usually dispatched to the Engine Company only. Insurance will pay on a case-by-case basis. Medicare is the same way through its Part B. And of course you will have no out-of-pocket expenses if you are enrolled in the subscription program. Thank you and I will answer any questions.

The Mayor noted that the above agenda item is a receive and file.

REGULAR MEETING OF THE SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY AND PUBLIC FINANCE AUTHORITY

January 26, 2016

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FUTURE AGENDA ITEMS:

- 1). Mayor, John Capoccia, asked that the item of City Clerk Compensation be agendized.

ADJOURNMENT:

The City Council adjourned to Closed Session at 9:52 p.m.

The City Council returned from Closed Session at 11:15 p.m. and there was no report as no action was taken.

Minutes taken and typed by:



Nancy Sue Shollenberger
City Clerk



John Capoccia, Mayor