



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, June 22, 2021 - 4:00 pm

Sierra Madre Memorial Park Band Shell
222 W. Sierra Madre Boulevard, Sierra Madre, CA 91024

As part of the City of Sierra Madre's COVID-19 transmission mitigation efforts, the City Council meeting was held at the City of Sierra Madre Memorial Park Band shell located at 222 W. Sierra Madre Blvd, Sierra Madre CA 91024.

The meeting was streamed live on the City's website at www.cityofsierramadre.com, on Foothills Media website at <http://www.foothillsmedia.org/sierramadre> and broadcast on Government Access Channel 3 (Spectrum).

The Brown Act provides the public with an opportunity to make public comments at any public meeting. Public comment was also made by e-mail to PublicComment@CityofSierraMadre.com by 3:00PM on the day of the meeting. Emails were acknowledged at the Council meeting and filed into public record.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Arizmendi called the meeting to order at 4:00 p.m. City Clerk Aguilar called the roll.

Present: Mayor Rachelle Arizmendi, Mayor Pro Tem Gene Goss, and Council Members Edward Garcia, Kelly Kriebs, and Robert Parkhurst

Absent: None

Also Present: Miguel Hernandez, Assistant City Manager
Aleks Giragosian, City Attorney
Laura Aguilar, City Clerk/Administrative Services Manager
Rodrick Armalin, Chief of Police
Henry Amos, Police Captain
Jose Reynoso, Director of Utility Services
Chris Cimino, Public Works Director
Kev Tcharkoutian, City Engineer
Vincent Gonzalez, Director of Community and Preservation
Clare Lin, Senior Planner
Sophia Kownatzki, Management Analyst
Alondra Reynoso, Management Intern
Oscar Millan, IT Manager
Christian Delgado, Senior Network Administrator

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Pro Tem Goss led in the Pledge of Allegiance then provided his thoughts on Father's Day and the beginning of summer, sharing poem "A Boy and his Dad", written by Edgar Guest.

APPROVAL OF MEETING AGENDA

Mayor Arizmendi asked for approval of the agenda.

Mayor Pro Tem Goss made a motion to approve the agenda as presented.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council to approve the agenda.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the agenda as presented was passed by a unanimous voice vote.

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Mayor Arizmendi asked for a motion to read all Ordinances and Resolutions by title only and waive the reading in full.

A motion to approve the reading of resolutions and ordinances by title only and waive the reading in full was made by Mayor Pro Tem Goss.

The motion was seconded by Council Member Garcia.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the reading of all Ordinances and Resolutions by title only and waive the reading in full was passed by a unanimous voice vote.

APPROVAL OF MINUTES

Mayor Arizmendi asked for a motion or suggested changes to meeting minutes of the Regular Council meeting of June 8, 2021.

Council Member Kriebs moved to approve the minutes of the Regular Council meeting of June 8, 2021 as presented.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the meeting minutes of the Regular Council meeting of June 8, 2021, as presented, was passed by a unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Council Member Parkhurst: Attended the Clean Power Alliance meeting last week and had nothing new to report. He also attended the Planning Commission meeting. The Commission discussed youth membership.

Council Member Garcia: Attended the Community Services Commission meeting where they discussed the use of Arts in Public Places Funds. He also announced the scheduled events for the 4th of July festivities.

Council Member Kriebs: Reminded the public that the Community Foundation is hosting the 5k Fire Cracker Run on July 5th before the parade.

Mayor Pro Tem Goss: Reported that he had not received a single complaint as a result of the work being done by COPP Construction for the construction done on sidewalks to make them ADA accessible. He also referenced an article in the Los Angeles Times regarding drought conservation efforts.

Mayor Arizmendi: Announced that the Pasadena Unified School District is assembling a Task Force for re-districting and advised anyone wishing to apply for the Commission should complete an application and submit to the City Clerk's Office.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mayor Arizmendi opened the meeting for Public Comment on items not on the agenda.

Deb Sheridan: Asked the Council to consider including residents in the new City Manager recruitment.

Tom Arnt: Suggested using the Gateway Coach to replace the MTA buses in Sierra Madre

Alex Arrieta: Expressed concern regarding the City's water resources.

Emails were received from:

Deirdre Murphy: The e-mail was read into record by City Clerk Aguilar.

Shirley Moore: The e-mail was read into record by City Clerk Aguilar.

Valerie Laughton: The e-mail was read into record by City Clerk Aguilar

Coriena Baer: The e-mail was read into record by City Clerk Aguilar

Andrea Merino-Lopez: The e-mail was read into record by City Clerk Aguilar

Seeing no one else come forward, Mayor Arizmendi closed public comment on items not on the agenda.

PRESENTATIONS:

RECOGNITION OF RETIRING SIERRA MADRE POSTAL CARRIER FRANK RUBIO

REGOGNITION OF IAN CARSON FOR HIS EAGLE SCOUT DESIGNATION

PROCLAMATION OF JULY AS PARKS AND RECREATION MONTH

SENIOR COMMUNITY COMMISSION UPDATE

AGENDA ACTION ITEMS:

CONSENT CALENDAR

City Clerk Aguilar gave the following reports under the Consent Calendar:

CONSENT

- a) **CONSIDERATION OF RESOLUTION 21-39 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 21-39, authorizing payment of City Warrants in the aggregate amount of \$429,885.85; Sierra Madre Library Warrants in the aggregate amount of \$6,685.73; and Payroll Transfer in the aggregate amount of \$398,851.31; for the fiscal year ending June 30, 2021.
- b) **APPROVAL OF FISCAL YEAR 2020-2021 WATER MAIN REPLACEMENT CHANGE ORDER**
It is recommended that that the City Council approve change orders to the Fiscal Year 2020-21 Water Main Replacement Project in the amount of \$149,881.54.
- c) **APPROVAL OF NOTICE OF COMPLETION OF THE SECURITY FENCE ON GRAND VIEW AVENUE AT THE SPREADING GROUNDS**
It is recommended that the City Council accept the installation of 1,000 foot security fence as complete and direct staff to issue a Notice of Completion to the Office of the Los Angeles County Registrar-Recorder/County Clerk for the construction work done by contractor DASH Construction Company, Inc.

- d) **CONSIDERATION OF RE-APPOINTMENT OF COMMISSIONERS FOR AN ADDITIONAL TERM**
It is recommended that the City Council reappoint those Commissioners/Board Members seeking an additional term.
- e) **CONSIDERATION OF CANCELLATION OF BOTH REGULAR AUGUST 2021 CITY COUNCIL MEETINGS**
It is recommended that the City Council approve the cancellation of both regular City Council meetings in August and direct staff to pay all necessary expenses during that time.
- f) **RATIFICATION OF PROFESSIONAL SERVICES AGREEMENTS WITH MIG INC.**
It is recommended that the City Council ratify the Professional Services Agreement entered into between the City of Sierra Madre and MIG, Inc.
- g) **PURCHASE OF ON-SITE SODIUM HYPOCHLORITE GENERATION SYSTEM (OSHGS) FOR THE CITY'S WEST TUNNEL WATER TREATMENT FACILITY**
It is recommended that the City Council award a contract to PSI Water Technologies, Inc. in an amount not to exceed \$55,000 for the purchase and installation of an On-Site Sodium Hypochlorite Generation System (OSHGS) for use at the West Tunnel Water Treatment Facility.

Mayor Arizmendi opened the matter for public comment. Seeing no one come forward, Mayor Arizmendi asked if any e-mails had been received. City Clerk Aguilar advised that one e-mail had been received from Todd Cranston-Cuebas regarding Consent Item e. The e-mail was read into record.

Mayor Pro Tem Goss made a motion to approve Consent Items a-g.

Council Member Garcia seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
 Noes: None
 Absent: None
 Abstain: None

The motion to approve Consent Items a-g was passed by a unanimous voice vote.

PUBLIC HEARING

- 1. **CONSIDERATION OF CITY COUNCIL RESOLUTION 21-37, CONFIRMING THE LEVY OF ASSESSMENTS FOR FISCAL YEAR 2021-2022 IN CONNECTION WITH DISTRICT NO 3 (CENTRAL BUSINESS DISTRICT LANDSCAPING;), DISTRICT NO. 5 (CENTRAL BUSINESS DISTRICT PARKING), COMMUNITY FACILITIES DISTRICT No 1 ONE CARTER, E MIRA MONTE SEWER ASSESSMENT DISTRICT, AND E. BONITA SEWER ASSESSMENT DISTRICT, FOR FISCAL YEAR 2021-2022; AND CITY COUNCIL RESOLUTION 21-38, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE CONFIRMING THE TAX RATES APPLICABLE IN CONNECTION WITH THE CITY'S LIGHTING MAINTENANCE DISTRICTS FOR FISCAL YEAR 2021-2022**

It is recommended that the City Council:

- 1.) Adopt Resolution No. 21-37 confirming the levy of assessments for Districts 3, and 5, Community Facilities District No 1, E Mira Monte Sewer District, and E. Bonita Sewer District for Fiscal Year 2021-2022; and
- 2.) Adopt Resolution No. 21-38 setting tax rates for Ad Valorem Districts No. 1, 3A, and 3B.

This report was given by City Engineer Tcharkoutian and Public Works Director Cimino.

Mayor Arizmendi opened the Public Hearing.

Council Member Kriebs requested clarification on the number of districts. The staff report mentions 8 districts but only 5 are listed.

City Engineer Tcharkoutian responded.

Mayor Arizmendi asked for members of the public to provide comment. Seeing no one come forward, Mayor Arizmendi closed the Public Hearing and brought the matter back to Council for further discussion or a motion.

Council Member Garcia moved to approve Resolutions 21-37 and 21-38

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve Resolutions 21-37 and 21-38 was passed by a unanimous voice vote.

2. **CONSIDERATION OF ORDINANCE 1444 AMENDING SECTION 15.58.040 (APPLICABILITY) OF CHAPTER 15.58 (LOW IMPACT DEVELOPMENT PLAN) OF TITLE 15 (BUILDING AND CONSTRUCTION) OF THE SIERRA MADRE MUNICIPAL CODE TO CLARIFY THE APPLICABILITY OF A LOW IMPACT DEVELOPMENT PLAN TO DEVELOPMENT PROJECTS AND MAKING A DRAINAGE PLAN MANDATORY FOR CERTAIN DEVELOPMENT AND REDEVELOPMENT PROJECTS**

It is recommended that the City Council consider and introduce with first reading Ordinance 1444 clarifying the applicability of a low impact development plan to development projects and making a drainage plan mandatory for certain development and redevelopment projects

The report was presented by City Attorney Giragosian, City Engineer Tcharkoutian, and Public Works Director Cimino

Mayor Arizmendi asked if any Council Members had questions. The Council collectively asked various questions which were answered by City staff.

Mayor Arizmendi opened the Public Hearing for public comment and testimony.

Seeing no one come forward and acknowledging that no e-mails had been received, Mayor Arizmendi closed the Public Hearing and brought the matter back to Council.

Mayor Pro Tem Goss made a motion to approve the first reading of Ordinance 1444.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None.
Abstain: None

The motion to approve the first reading of Ordinance 1444 was passed unanimously.

DISCUSSION

1. **SIERRA MADRE OUTDOOR DINING PROGRAM UPDATE**

It is recommended that the City Council approve the updated Sierra Madre Outdoor Dining Program Guidelines, develop new application and permitting procedures, and direct staff to publicize and administer to all qualifying food establishments in the City.

The report was given by Management Intern Alondra Reynoso.

The Council collectively asked a number of questions that staff responded to.

Mayor Arizmendi opened the matter to the public for comment.

De Alcorn, Grandview:

Karen Klemens, Owner of Mother Moo:

Carol Canterbury, 46 Victoria Lane:

Mike Kefalas: Owner of The Only Place In Town Restaurant

Two E-mails were received and read into record by City Clerk Aguilar.

E-mail from Ed and Donna Rey from Casa Del Rey

E-mail from Lisa Brandley, Manager Lucky Baldwin Delirium

Seeing no one else come forward, Mayor Arizmendi closed public comment and brought the matter back to Council for discussion or a motion.

Mayor Pro Tem Goss made a motion to approve the updated Sierra Madre Outdoor Dining Program Guidelines.

Council Member Kriebs seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, Council Members Garcia, Kriebs, and Parkhurst
 Noes: None
 Absent: None.
 Abstain: None

The motion to approve the updated Sierra Madre Outdoor Dining Program Guidelines was approved unanimously.

FUTURE ITEMS:

Mayor Arizmendi asked if any Council Member wished to add any items for future meetings.

Council Member Kriebs requested the YMCA provide an update on their programming.

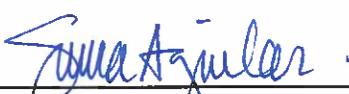
ADJOURNMENT:

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 6:22 p.m. to a Regular Meeting to be held on July 13, 2021.



Rachelle Arizmendi, Mayor

Minutes taken and prepared by:



Laura Aguilar, City Clerk