



Tuesday, May 14, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 6:32 p.m. City Clerk Sue Spears called the roll.

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

Absent: none

Also Present:

Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Vincent Gonzalez, Planning & Community Preservation Director
Lawren Heinz, Recreation Coordinator
Miguel Hernandez, Human Resources Manager
Jim Hunt, Interim Police Chief
Clarissa Lowe, Recreation Coordinator
Rebecca Silva-Barron, Community Services Manager
Christine Smart, City Librarian
Sue Spears, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Mayor Harabedian led the Pledge of Allegiance and, in honor of Mother's Day, read a prayer dedicated to mothers.

APPROVAL OF AGENDA AS PRESENTED:

Mayor Harabedian asked for a motion to approve an amended agenda, as the following three items were being pulled: (1) Presentation – Update from the Director of the San Gabriel Valley Municipal Water District, (2) Presentation – Sierra Madre Library Annual Report, and (3) Item #5 regarding regulations for the parking of recreational and commercial vehicles.

Mayor Pro Tem Capoccia moved to approve the agenda as amended.

Council Member Arizmendi seconded the motion to approve the agenda as amended.

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

Noes: None

Absent: None

The motion to approve the agenda as amended was passed unanimously.

REPORT ON THE CLOSED SESSION – MAY 14, 2019

City Attorney Highsmith reported that the City Council met in Closed Session (1) to receive a briefing from legal counsel a matter of existing litigation in a case of the City of Gardena and City of Duarte versus the Regional Water Quality Control Board, with direction provided to legal counsel and (2) met with its real property negotiator to review potential price and terms for the property listed at 700 N. Sunnyside, Sierra Madre.

Council Member Delmar seconded the motion to approve.	
Ayes:	Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss
Noes:	None
Absent:	None
Abstain:	Rachelle Arizmendi (due to excused absence from the meeting of April 23, 2019)
The motion to approve the Minutes of the Regular Council Meeting of April 23, 2019 as presented was passed with a vote of four (4) yes and one (1) abstain.	

MAYOR AND CITY COUNCIL REPORTS:

- A. Mayor John Harabedian echoed congratulations to Paul Hagen, "Sierra Madre Older American of the Year", and City Staff and the Senior Community Commission on a great event that was well attended, with a packed house.
- B. Mayor Pro Tem John Capoccia reported that (1) he, along with City Manager Engeland and Planning Director Gonzalez, met with the Chairperson and Vice-Chair of the Planning Commission to talk about some current issues and (2) reminded everyone that there is an opening on the Planning Commission and encouraged people to apply.
- C. Council Member Rachelle Arizmendi reported that the Senior Community Commission recently celebrated the "Older American of the Year" and extended congratulations to Paul Hagen, this year's Sierra Madre recipient of the award.
- D. Council Member Denise Delmar (1) reported that she participated in the LA County Cities discussion regarding the measles outbreak, (2) advised everyone to go to the California Public Health Department website, which has some really good information, (3) stated that anyone who was vaccinated between 1957 and 1991 received only one shot, which was the practice at the time, (4) shared that they are finding that those vaccinated between 1957 and 1991 are not immune to the measles as they get older, and (5) suggested that people check with their doctor as to whether they need an additional shot.
- E. Council Member Gene Goss reported that he, along with Mayor Pro Tem Capoccia, participated in our Water Subcommittee last week, which will be coming before the City Council soon.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

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

- David Gordon, President, Sierra Madre Playhouse, requested that the City Council allocate a one-off grant of \$8,000.00 to the Sierra Madre Playhouse to renovate the marquee sign outside the building.
- Pat Holland, Senior Community Commission member & Sierra Madre, (1) thanked the City Council for recognizing their "Older American of the Year" event, (2) shared the revised Resource Guide 2019, which has been mailed out to approximately 250 Sierra Madre senior citizens, and (3) spoke about the "Senior Moments" newsletter that is published monthly.
- Ara Abajian, Sierra Madre, requested that flashing cross walk lights be installed at the Park Avenue crosswalk near the Sierra Madre Public Library.
- Ed Stewart, Maria Salazar, and Beth Baxter (Sierra Madre), Employees of the LA County Sanitation District, announced that a draft contract between the LA County Sanitation District Management and the Employee Union has been approved and requested an affirmative vote when the draft contract is considered for approval by the Sanitation District's Collective Committee.
- Andrea Lin, Sierra Madre, (1) performed a demonstration of the sound of a wooden mallet hitting two wooden chopsticks and (2) expressed that she is being picked on by a neighbor.

- Mayor John Harabedian, City of Sierra Madre, made a presentation to Lawren Heinz, Recreation Coordinator, for "Kids to Parks Day Sierra Madre – May 18, 2019", which has been held annually for the last nine (9) years. The presentation certificate said, in part, "Kids to Parks Day empowers children and encourages families to get outdoors and visit America's parks to broaden their appreciation for nature and the outdoors..."

Mayor Harabedian asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Harabedian closed Public Comment.

PRESENTATION – RECOGNITION OF THE GRAND PRIZE WINNERS OF THE SIERRA MADRE LIBRARY BOOKMARK CONTEST

City Librarian Smart spoke about the Sierra Madre Public Library's annual "Bookmark Contest" as follows:

- The purpose is to encourage local youth and promote the Library's upcoming Summer Reading Program.
- This year's theme was "Historic Sierra Madre" and applicants were encouraged to learn about the history of Sierra Madre and to illustrate it artistically.
- The event could not happen without (1) the diligent work of the Library Board of Trustees, with Chairperson Shannon King spearheading the project, (2) Library staff member Kim Stehan, who worked to promote and prepare the program, and (3) the involvement of various Sierra Madre civic organizations, which included donations to cover the cost of printing the bookmarks and sending a representative to judge the contest.
- This year's contest sponsors were the following: (1) Friends of the Sierra Madre Library, (2) Sierra Madre Civic Club, (3) Sierra Madre Community Foundation, (4) Sierra Madre Historical Preservation Society, (5) Sierra Madre Kiwanis Club, (6) Sierra Madre Rotary International, and (7) Sierra Madre Women's Club.
- More than 300 applicants from the community were received and 19 1st and 2nd Place entries were awarded and are on display of the Children's Room of the Sierra Madre Public Library, with four (4) bookmarks selected for printing as Grand Prize Winners.
- The four (4) Grand Prize Winners were each introduced individually and presented with a Certificate of Recognition and a set of their very own bookmarks as follows:

- Emma Noel Abajian, Age 9, Grade 3, Cornerstone Preparatory Homeschool, "Kersting Court".
 - Sage Alva, Age 6, Kindergarten, Homeschool, "Mount Wilson Trail Race".
 - Aleksandra Ayvazyan, Age 8, Grade 2, Sierra Madre Elementary School, "Mary's Market".
 - Makenna Morrissey, Age 12, Grade 7, Sierra Madre Middle School, "Pinney House".
- The four (4) Grand Prize Winners were selected individually by the following:

- "Kersting Court" – Friends of the Library Selection
 - "Mary's Market" – Council Member Denise Delmar (Mayor's Selection)
 - "Mount Wilson Trail Race" – City Manager Gabe Engeland (City Manager Selection)
 - "Pinney House" – Shannon King, Chairperson, Sierra Madre Library Board of Trustee (Trustee's Selection)

PRESENTATION – UPDATE FROM THE DIRECTOR OF THE SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT

PRESENTATION – SIERRA MADRE LIBRARY ANNUAL REPORT

AGENDA ACTION ITEMS:

1. CONSENT CALENDAR:

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

a) ADOPTION OF RESOLUTION 19-21 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council approve Resolution 19-21 for approval of payment of City warrants in aggregate amount of \$730,466.20; Library warrants in the aggregate amount of \$9,038.65, and payroll transfer in the aggregate amount of \$303,233.01 for the fiscal year ending June 2019.

b) RECOMMENDATION TO APPROVE PLANS AND SPECIFICATIONS FOR WATER MAIN REPLACEMENTS AT VARIOUS LOCATIONS AND DIRECT STAFF TO SEEK CONSTRUCTION BIDS AND APPROVE THE RFP FOR DESIGN ENGINEERING NEW WATER MAIN PROJECTS - Recommendation that the City Council approve plans and specifications for water main replacements at various locations; direct staff to seek construction bids; and approve the Request for Proposals for Design Engineering New Water Main Projects.

c) SECOND READING OF ORDINANCE 1412 PROVIDING GENERAL UPDATES OF VARIOUS CODE SECTIONS OF THE SIERRA MADRE MUNICIPAL CODE, INCLUDING TITLE 10 "VEHICLES AND TRAFFIC" REVISING THE DEFINITION OF RECREATIONAL VEHICLE, AND TITLE 17 "ZONING" TO ACHIEVE CONSISTENCY IN NOTIFICATION PROCEDURES, UTILIZING DEPARTMENT OF PARKS AND RECREATION FORMS TO DETERMINE HISTORIC ELIGIBILITY, ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE "R-1" AND "R-2" ZONING DISTRICTS - Recommendation that the City Council authorize the City Clerk to read by title only, for second reading, and approve Ordinance 1412.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 1a – 1c.

Regarding Consent Item 1b - In response to a question by Council Member Goss about why water main replacement is not taking place on Fairview Ave. between Sunnyside east to just past Sierra Keys Dr., Public Works Director Cimino stated that (1) Staff is aware of that section of Fairview Ave., (2) a design has not been completed, (3) when the project is awarded, a line item for the replacement of that section would be added to the project as an extension of it, (4) he foresees the work happening, but if the bids come in really high, then some sections may need to be removed from the planning specifications in order to get the project done within the budget.

Mayor Harabedian opened the meeting for Public Comment on the Consent Items 1a – 1c. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Council Member Arizmendi made a motion to approve Consent Items 1a – 1c as presented.

Council Member Delmar seconded the motion for approval.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve Consent Calendar Items 1a, 1b, and 1c as presented was passed unanimously

2. PUBLIC HEARING - ADOPTION OF ORDINANCE 1413 TO AMEND TITLE 17-ZONING TO INCLUDE LANGUAGE FOR LIGHTING REGULATIONS FOR PROPERTIES IN THE "R-1 ONE-FAMILY RESIDENTIAL ZONE", "R-2 TWO-FAMILY RESIDENTIAL ZONE", "R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE", "R-C RESIDENTIAL ZONE", AND "H HILLSIDE MANAGEMENT ZONE"

Mayor Harabedian opened this item for Public Hearing.

Planning Director Gonzalez reported on this item that included a PowerPoint titled, "Lighting Regulations in Residential Zones," with the recommendation that the City Council take the following actions:

a. Introduce and give first reading of Ordinance 1413 by title only, waiving further reading to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.

b. Open a public hearing and take a testimony from any interested persons and/or the public.

As noted in the PowerPoint, the issue is that the Municipal Code currently contains lighting regulations in the R-3 Zone (Medium/High Density Residential), but there are no such lighting regulations for other residential zones. The proposal is to amend Municipal Code language applicable to lighting for R-3 Zone (Medium/High Density Residential) properties and also apply those same regulations to lighting in the following residential zoning districts: R-1 Zone (One Family Residential), R-2 Zone (Two Family Residential), R-C Zone (Residential Canyon), and H Zone (Hillside Management).

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question by Council Member Goss regarding landscape lighting, Planning Director Gonzalez said that the regulations requiring downward lighting is applicable to security lighting, not landscape lighting, which is generally shielded.

Mayor Harabedian asked if anyone would like to come forward to comment on this item.

- Marguerite Schuster, Sierra Madre, (1) spoke in favor of the dark sky initiative and this ordinance and (2) asked about security lighting that is facing toward the road and "blinding" drivers.
- Mary Lou Caldwell, Sierra Madre, asked about residential lighting of United States flags.

Mayor asked if anyone else would like to come forward to comment on this item. Seeing no one, Mayor Harabedian closed Public Comment and requested answers to the questions raised in Public Comment. City Manager Engeland referred to the last sentence in the amended regulations to read "Lighting shall be shielded and directed downward to reflect away from adjoining properties." Furthermore, he said that the street would be considered adjoining property.

Mayor Harabedian brought the matter back to the Council for discussion.

Discussion occurred and there was consensus (1) to support the ordinance, which cleans up existing language and extends the regulations to all residential zones, (2) that the previous revision to the General Plan added the "Dark Sky", the purpose being to not pollute the sky with lights, and (3) that shielded lighting directed downward is important.

Council Member Delmar made a motion to adopt the first reading of Ordinance 1413 as presented.

Mayor Pro Tem Capoccia seconded the motion to adopt the first reading of Ordinance 1413 as presented.

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

Noes: None

Absent: None

Abstain: None

The motion to adopt the first reading of Ordinance 1413 as presented was passed unanimously.

3. DISCUSSION - CONSIDERATION OF RESOLUTION 19-20 DECLARING AN INTENTION TO FORM THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT; APPROVING THE ENGINEER'S REPORT; SETTING A TIME AND PLACE FOR A PUBLIC HEARING; AND ORDERING THE INITIATION OF ASSESSMENT BALLOT PROCEDURES

Public Works Director Cimino reported on this item with a recommendation that the City Council adopt Resolution 19-20 – "A Resolution of the City Council Declaring its Intention to Form the City of Sierra Madre Downtown Landscaping and Lighting Maintenance District, Approve the Engineer's Report, and Set a time and place for a Public Hearing and ordering the initiation of Assessment Ballot Procedures" as follows:

- Declare its intention to form the new Downtown Landscaping and Lighting Maintenance District; and
- Approve the Engineer's Report for the new Downtown Landscaping and Lighting Maintenance District; and
- Set a time and place for a public hearing for July 9, 2019 and ordering the initiation of assessment ballot proceedings.

- There are currently four (4) existing special assessment districts within the Central Business District which finance various services and improvements including associated maintenance, landscaping, lighting, and parking.

- Each of the four (4) districts was established to fund the cost of improvements and maintenance of specific benefits in the Downtown District.

- Two of the districts do not collect enough funds and are subsidized by expenditures from the General Fund and the remaining two districts collect more revenue than is required for the benefit provided and have accumulated a fund balance of \$595,000.

- The new one district (created by combining the existing four (4) districts and adding properties from North Baldwin to Highland, the industrial area of East Montecito, and some adjacent properties) would balance the amount of revenue collected within the district(s) with the necessary expenditures to pay for the maintenance, landscaping and, lighting in the Downtown District area.

- The new singular district would collect \$22,676.00 less than the currently combined collection of the four districts, thus reducing the existing assessment amounts.

- NBS Government Finance Group (NBS) was contracted to prepare the Engineering Report, which includes the description of the improvements, the estimated cost of the improvements, a diagram for the new singular District, and the District assessment roll containing the Fiscal Year 2019-2020 levy for each parcel within the District. NBS will handle the noticing and protest ballot process (Prop 218) and submit the appropriate materials to Los Angeles County by the Fiscal Year 2019-20 property assessment deadline.

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question by Mayor Pro Tem Capoccia to explain the new one (1) district map, Public Works Director Cimino explained that the black outline is the new assessment district and the red is the combined existing four districts of the Downtown Area, thus showing how the new district was expanded from the existing four. Additions to the new district include Bethany Church, Christ Church Sierra Madre, and Sierra Madre City Hall.

City Manager Engeland added that, with the new map, (1) 85% of the current existing business paying in today will pay less under the new assessment district and most of those reductions will be substantial, (2) adding City Hall to the new district further reduces what other property owners in the new district will pay, (3) by expanding the area, we are catching any property that has been receiving and accruing benefit(s) for either lighting, landscaping, or maintenance, but have not been incurring a cost, and (4) if there is any pushback, it is likely to come from properties that have benefitted for a number of years, but have not had to pay.

In response to a question from Mayor Harabedian regarding the number of ballots to be sent, Public Works Director Cimino said that there are approximately 190 properties. Mayor Harabedian requested that, as an incentive for property owners to vote for it, the ballots be customized to include information regarding the current assessment as compared to the future reduced assessment in the new district.

In response to a question from Mayor Harabedian regarding the General Fund supplement to the two districts, Public Works Director Cimino responded that the City has always supplemented those two districts with the General Fund because we can only expand the district's monies on what the assessment was set up for initially.

City Manager Engeland stated that (1) while the City never paid into the districts, the subsidy from the General Fund has hovered between \$40,000 and \$50,000 annually and (2) this will erase the subsidy, but the City will now pay into the district, with a net savings to City, as well as a net reduction to the district overall.

Regarding customizing the ballot, Greg Davidson, NBC, expressed concern about changing the ballot language itself because of the time constraints to get it approved and still place everything on the tax roll. As an alternative, he suggested that NBC send out a separate mailer that shows, for the impacted properties that are currently paying within the four districts, what their charge is currently and what it would be if the approval of the new assessment district is successful. Mr. Davidson said

Mayor Harabedian opened the meeting for Public Comment on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

so that those voting understand the impact of their vote or not voting. NBC representative Davidson reported that the ballot instructions explain the weighted tabulation.

Staff was given direction to include a separate mailer regarding the assessment impact with the ballots.

Council Member Arizmendi made a motion to adopt Resolution 19-20 as presented.

Council Member Goss seconded the motion to adopt the resolution as presented.

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

Noes: None
Absent: None
Abstain: None

The motion to adopt Resolution 19-20 as presented was passed unanimously.

4. DISCUSSION - CONSIDERATION OF OPEN SPACE GUIDELINES

City Manager Engeland reported on this item that included a PowerPoint titled, "Open Space Guidelines," with a recommendation that the City Council, prior to acquiring or dedicating new open space, determine if there is benefit to Sierra Madre residents by ensuring the property in question meets one or more of the proposed guidelines:

a. Preservation or Stewardship

- Protects property from development or alteration.
- Limits development on property to low density residential.
- Expands upon properties already controlled/designated as open space.
- Provide public access to mountains, parks, or trails.

b. Protection of Environment

- Protect hillside or other areas that exhibit unique wild land characteristics.
- Storm water capture.
- Limit impacts on City's water source.

c. Public Health and Safety

- Properly interfaces with wilderness area (fire mitigation).
- Flood control.
- Drainage issues.
- Erosion control.

d. Legal

- Reduces or eliminates potential liability.
- Other compelling reason(s).

City Manager Engeland concluded his remarks by stating that Staff is seeking direction only regarding the Open Space Guidelines and that these guidelines protect lands in perpetuity for open space and protects an area from potential development.

Mayor Harabedian asked if any Member of the Council had questions on this item. No questions were asked.

Mayor Harabedian opened the meeting for Public Comment on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and Council Members were in agreement with the Open Space Guidelines as presented. Staff was given direction to move forward and implement the Open Space Guidelines as presented.

5. DISCUSSION - CONSIDERATION OF AMENDMENTS TO SIERRA MADRE MUNICIPAL CODE SECTION 10-24.310 REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLES

6. DISCUSSION - DISCUSSION OF TERM LENGTH FOR MAYOR AND MAYOR PRO TEMPORE

Assistant City Clerk Aguilar reported on this item, which resulted from the change in the date of the City's General Municipal Election beginning November 2020 and extended each individual City Council Members' term end date by approximately six (6) months. The discussion was to set the term lengths for the Mayor Harabedian and Mayor Pro Tempore Capoccia. In accordance with Sierra Madre Municipal Code 2.04.020, "The City Council shall reorganize and select one of its members as mayor and one as mayor pro tempore at its second regularly scheduled meeting in April of every year or at any other time as the City Council shall direct."

Mayor Harabedian asked if any Member of the Council had questions on this item. No questions were asked.

Mayor Harabedian opened the meeting for Public Comment on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and it was agreed that (1) Mayor Harabedian will serve as mayor for nine (9) months at which time the City Council will reorganize with Mayor Pro Tempore Capoccia as mayor for nine (9) months and (2) City Council liaison positions will remain as they are until the next City Municipal Election in November 2020, to ensure continuity with other agencies.

Staff was provided with direction and will bring this topic back to the City Council in nine months.

NEW ITEMS PLACED FOR FUTURE AGENDAS:

Mayor Harabedian asked the members of the City Council if there are any new items for future meeting agendas.

Mayor Harabedian requested that the rules for selecting commission members be discussed at a near future meeting.

City Manager Engeland confirmed that there is currently one (1) vacancy on the Energy, Environment, and Natural Resources Commission (vacant approximately four months) and one (1) vacancy on the Planning Commission (vacant approximately six months). He said that the item will be agendaized for the first meeting in June and Staff will continue to advertise the vacancies and solicit applications.

ADJOURNMENT:

Mayor Harabedian asked for a motion to adjourn.

Council Member Arizmendi made a motion to adjourn the meeting.

The motion to adjourn was seconded by Council Member Delmar.

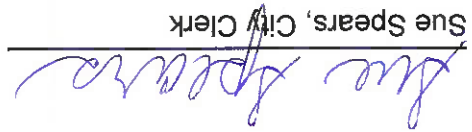
Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss.

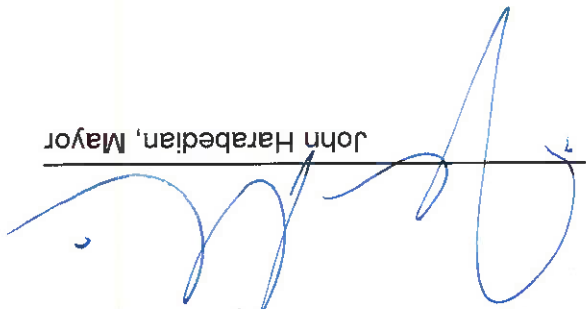
Noes: None
Absent: None
Abstain: None

The motion to adjourn was passed unanimously.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 7:47 p.m. to a Regular meeting to be held on Tuesday, May 28, 2019, in the Sierra Madre City Hall Council Chambers.

Minutes taken and prepared by:


Sue Spears, City Clerk


John Harabedian, Mayor