

**AGENDA
CITY COUNCIL MEETING**

Tuesday, May 28, 2019

6:30 PM

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

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

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



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

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

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Pro Tem John Capoccia

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

APPROVAL OF MEETING MINUTES

Approval of City Council meeting minutes from the May 14, 2019 City Council meeting.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Member activities related to City business.

PRESENTATIONS

Gift to the City from the Senior Community Commission in memory of City staff member Cherry Liu.

Recognition of 2019 Sierra Madre Older American Paul Hagen

Recognition of MADD Award recipient: Sierra Madre Police Officer Mark Deem

Proclamation in recognition of National Gun Violence Awareness Day on June 8, 2019.

Presentation from San Gabriel Valley Metropolitan Water District IV Director Miles Prince

PUBLIC COMMENT:

The Council will listen to the public on any item on the agenda. Early in the meeting, the Council will also devote time for public comment on items not 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.

ACTION ITEMS

CONSENT

a) TREASURER’S REPORT – QUARTER ENDING DECEMBER 31, 2019

Recommendation that the City Council receive and file.

b) SECOND READING 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”

Staff recommends that the City Council approve Ordinance 1413 and read by title only, for second reading, to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.

c) ADOPTION OF RESOLUTION 19-23 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS

Recommendation that the City Council adopt Resolution 19-23 for approval of payment of City warrants in an aggregate amount of \$301,000.84; Library warrants in an aggregate amount of \$7,019.27; and payroll transfer in the aggregate amount of \$350,907.25 for the fiscal year ending June 30, 2019.

PUBLIC HEARINGS

none.

DISCUSSION

**4. CONSIDERATION OF RESOLUTION 19-24 FOR THE ASSESSMENT DISTRICTS-
RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020**

It is recommended that:

The City Council maintain the same level of assessment with no increases for next fiscal year

The City Council adopt Resolution of Intention 19-24 initiating proceedings for

Community Facilities District No 1 , One Carter

Bonita Sewer District

Miramonte Sewer District

Santa Anita Lighting District No 1

The City Council set July 23, 2019 as a date for a public hearing on the matter of the City’s assessment districts

**5. CONSIDERATION OF RESOLUTION 19-25 FOR THE ASSESSMENT DISTRICTS-
RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020**

It is recommended that:

The City Council adopt Resolution of Intention 19-25 initiating proceedings for

Downtown Landscaping (District 3)

Downtown Parking (District 5)

Downtown Lighting District Zone A

Downtown Lighting District Zone B

The City Council set July 23, 2019 as a date for a public hearing on the matter of the City’s assessment districts

6. COMMERCIAL CODE UPDATE

Staff recommends the City Council discuss and provide direction.

**7. DISCUSSION ON AMENDING SIERRA MADRE MUNICIPAL CODE SECTION 10.24
REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING**

Staff recommends the City Council provide direction on amendments to Sierra Madre Municipal Code (SMMC) 10.24

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.

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 Public Hearing at this same place on JUNE 11, 2019.

Item Attachment Documents:

Approval of City Council meeting minutes from the May 14, 2019 City Council meeting.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

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 Rachele 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-Barrón, 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.

APPROVAL OF MINUTES:

Mayor Harabedian asked for the approval of the Minutes of the Regular Council Meeting of April 23, 2019.

Council Member Goss moved to approve the Minutes of the Regular Council Meeting of April 23, 2019 as presented.

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 Ayzazyan, Age 8, Grade 2, Sierra Madre Elementary School, “Mary’s Market”.
 - Makenna Morrisey, 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 Rachele 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.

Per the Staff Report dated May 14, 2019:

- 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 combing 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 the separate mailer could be sent in the same envelope with the ballot and would also include information regarding the assessment for properties new to the assessment district. City Manager Engeland proposed that NBC walk the Downtown District to provide information to businesses

regarding the new district and that there is a need to coordinate getting the appropriate information to the voters in this case.

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 there was consensus among the Council Members (1) to adopt Resolution 19-20 as presented, (2) that consolidating and expanding the district into one makes the most sense and provides a majority of those property owners paying today with a tax break, (3) this addresses the issue of people receiving benefit but are not paying, and (4) there is value in providing information and the benefit received to the voters (parcel owners).

City Manager Highsmith clarified that this is a weighted vote, such that ballots are weighted by the size of the parcel, with the bigger the parcel the more the vote counts. She said that, unlike other Prop 218 processes previously, only the ballots that come in are counted and, if more ballots that come by weight are in favor of it, it passes. She added that, literally, if you want to pay less you need to vote yes on this initiative. Council Members agreed that this point needs to be driven home so that those voting understand the impact of their vote or not voting. NBC representative Davidson reported that the ballot instructions explain the weighted voting 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 of 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
- Property 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 protects 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 it 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 agendized 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.

John Harabedian, Mayor

Minutes taken and prepared by:

Sue Spears, City Clerk

Item Attachment Documents:

a) TREASURER'S REPORT - QUARTER ENDING DECEMBER 31, 2018.

Recommendation that the City Council receive and file.



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Michael Amerio, City Treasurer *MA*
Hillary Guirola-Leon, Senior Accountant *HGL*

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: Treasurer's Report – Quarter Ending December 31, 2018

STAFF RECOMMENDATION

Receive and file the Treasurer's Report for the cash and investment portfolio for quarter ending December 31, 2018.

SUMMARY

Attached is the 2nd quarter of the Treasurer's Report for the 2018-19 fiscal year.

ANALYSIS

The fiscal officer is presenting to the City Council a quarterly treasurer's report along with a statement that the City has sufficient investment liquidity and revenues to be able to meet the City's expenditure requirements for the next six months. In addition, the statement verifies that the investments are in compliance with the City's Statement of Investment Policy.

Cash held in demand deposit accounts are kept at a level to ensure that all city outstanding warrants are covered, to maximize interest income and to minimize bank fees. Idle cash is invested in LAIF and other investments in compliance with the City's Investment Policy.

FINANCIAL REVIEW

No fiscal impact from this action.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachment(s):
Treasurer's Report for October-December 2018

**CITY OF SIERRA MADRE
TREASURER'S REPORT
CASH AND INVESTMENT PORTFOLIO
October-December 2018**

CITY CASH

<u>ACCOUNT</u>	<u>INSTITUTION</u>	<u>BALANCE</u>	<u>RATE</u>
ALL	BANK OF THE WEST	\$ <u>2,976,737.47</u>	0.000%
	TOTAL	\$ <u>2,976,737.47</u>	

<u>ACCOUNT NAME</u>	<u>INSTITUTION</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS</u>	<u>(-) WITHDRAWALS</u>	<u>ENDING BALANCE</u>
General Account	BANK OF THE WEST	<u>1,707,038.70</u>	<u>7,730,720.62</u>	<u>(6,461,021.85)</u>	<u>2,976,737.47</u>
	TOTAL	\$ <u>1,707,038.70</u>	\$ <u>7,730,720.62</u>	\$ <u>(6,461,021.85)</u>	\$ <u>2,976,737.47</u>

CITY INVESTMENT

<u>ISSUER</u>	<u>BOOK VALUE</u>	<u>FACE VALUE</u>	<u>MARKET VALUE</u>	<u>PERCENT OF PORTFOLIO</u>	<u>STATED RATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ <u>6,917,893.66</u>	\$ <u>6,917,893.66</u>	\$ <u>6,917,893.66</u>	45.02%	2.291%
BANK OF THE WEST -BNP PARIBAS	\$ <u>8,511,231.96</u>	\$ <u>8,600,000.00</u>	\$ <u>8,446,976.00</u>	54.98%	See Attached
TOTAL	\$ <u>15,429,125.62</u>	\$ <u>15,517,893.66</u>	\$ <u>15,364,869.66</u>	100.00%	

<u>ISSUER</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS</u>	<u>(-) WITHDRAWALS</u>	<u>ENDING BALANCE</u>	<u>STATED RATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ <u>7,368,764.01</u>	\$ <u>49,129.65</u>	\$ <u>(500,000.00)</u>	\$ <u>6,917,893.66</u>	2.291%
BANK OF THE WEST -BNP PARIBAS	\$ <u>8,557,816.44</u>	\$ <u>1,053,415.52</u>	\$ <u>(1,100,000.00)</u>	\$ <u>8,511,231.96</u>	See Attached
TOTAL	\$ <u>15,926,580.45</u>	\$ <u>1,102,545.17</u>	\$ <u>(1,600,000.00)</u>	\$ <u>15,429,125.62</u>	

CITY - TOTAL CASH AND INVESTMENT \$ 18,405,863.09

FISCAL AGENT

<u>ISSUER</u>	<u>BOOK VALUE</u>	<u>FACE VALUE</u>	<u>MARKET VALUE</u>	<u>PERCENT OF PORTFOLIO</u>	<u>STATED RATE</u>
BNY MELLON	<u>405,770.49</u>	\$ <u>405,770.49</u>	\$ <u>405,770.49</u>	100.00%	0.00%
TOTAL	\$ <u>405,770.49</u>	\$ <u>405,770.49</u>	\$ <u>405,770.49</u>	100.00%	

<u>ISSUER</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS/ PURCHASES</u>	<u>(-) WITHDRAWALS/ SALES/ MATURITIES</u>	<u>ENDING BALANCE</u>	<u>STATED RATE</u>
BNY MELLON/ Tax 1998 Reserve Fund	<u>407,203.80</u>	<u>377,066.69</u>	<u>(378,500.00)</u>	<u>405,770.49</u>	0.00%
TOTAL	\$ <u>407,203.80</u>	\$ <u>377,066.69</u>	\$ <u>(378,500.00)</u>	\$ <u>405,770.49</u>	

CITY - TOTAL FISCAL AGENT \$ 405,770.49

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.

Michael Amerio

5/13/19

Michael Amerio, City Treasurer

Date

City of Sierra Madre
Treasurer's Report
Cash Balances by Fund
For the Quarter Ended December 31, 2018

Fund No.	Fund	Balance			Balance 12/31/18
		10/1/18	Receipts	Disbursements	
10000	General	\$ 4,370,240	\$ 3,361,085	\$ 2,070,184	5,661,141
26002	Misc Grants	(11,516)	134	822	(12,204)
32XXX	Assessment Districts	904,822	94,786	20,395	979,213
34002	Development Impact Fees	1,421,162	-	-	1,421,162
34003	Art In Public Places	58,746	-	-	58,746
35003	Police Donations	5,071	-	-	5,071
35004	PSAF	175,342	34,642	-	209,984
35005	State COPS Grant	165,495	118,843	28,146	256,192
36002	Fire Department Donations	3,414	75	-	3,489
37001	Community Arts Commission	6,292	-	-	6,292
37003	Recreation Donations	44,936	-	1,397	43,539
37004	Prop A	318,110	55,459	64,340	309,229
37005	Open Space Fund	(97,779)	12,394	-	(85,385)
37006	Senior Center	161,951	7	4,151	157,807
37007	SM Community Foundation	40,531	-	-	40,531
37008	Youth Activity Center	59,654	-	-	59,654
37009	Prop C	71,228	45,344	-	116,572
38001	CA Beverage Container	43,609	-	5,000	38,609
38002	CDBG	-	-	-	-
38003	AQMD	41,373	3,562	-	44,935
38004	Environmental Fund	(26,584)	21,190	50,101	(55,495)
38005	Gas Tax	(50,074)	57,888	74,619	(66,805)
38006	TDA Fund	(1,351)	-	-	(1,351)
38007	Measure R	59,959	85,744	-	145,703
38012	Measure M	56,888	37,564	-	94,452
38013	RMRA	19,870	49,941	-	69,811
38014	Traffic Congestion Relief Program	12,516	-	-	12,516
39002	Library Gift & Memorial	250,759	622	1,076	250,305
39006	Friends of the Library	(15,174)	8,253	8,572	(15,493)
40000	Capital Projects Fund	571,092	121,926	-	693,018
47000	Low & Mod Housing	2,548	-	-	2,548
50001	Debt Service	11,422	-	-	11,422
50003	Successor Agency	580,812	-	377,169	203,643
60000	Internal Svcs - Fleet	554,670	108,260	69,371	593,559
60001	Internal Svcs - Facilities	1,370,623	122	136,604	1,234,141
60002	Internal Svcs - Admin	574,542	35	164,667	409,910
60003	Internal Svcs - Technology	601,645	8,007	133,899	475,753
60007	IS-Personnel & Risk Mgmt	1,666,039	999,030	848,476	1,816,593
60008	General Plan Update	97,326	-	-	97,326
71000	Water	2,079,716	1,979,739	2,503,358	1,556,097
72000	Sewer	994,323	252,907	104,608	1,142,622
77001	Aquatics	235,677	12,240	30,600	217,317
77003	Special Events	5,601	-	-	5,601
77004	Movie Details Services	198,092	-	-	198,092
	TOTALS	\$ 17,633,619	\$ 7,469,798	\$ 6,697,554	\$ 18,405,863

Account	Amount
Local Agency Investment Fund	\$ 6,917,894
Investments Bank of the West - Paribas	8,511,232
Checking - Bank of the West	2,976,737
	\$ 18,405,863

City of Sierra Madre
 Bank Reconciliation
 General Account - Bank of the West
 Period Ending 12/31/18

General Ledger Beginning Balance	\$ 1,196,224.21
Deposits	2,870,577.34
Withdrawals/Debits/Checks	(1,090,064.08)
General Ledger Ending Balance:	\$ 2,976,737.47
Bank Statement Ending Balance:	\$ 3,082,607.71
Deposits in Transit	25,773.08
Outstanding Checks/Withdrawals	(131,643.32)
Other Reconciling Items	
General Ledger Ending Balance:	\$ 2,976,737.47
	\$ -

City of Sierra Madre Schedule of Investments As of December 31, 2018

#	Investment	Purchase	Maturity	Amount	Yield	Annual Interest Income
1	LAIF (Estimate)	Various	Any time	\$ 6,917,894	2.291%	\$ 158,489
2	FHLMC	4/12/2017	4/15/2019	1,100,000	1.00%	11,000
3	US Treasury	4/12/2017	10/15/2019	1,100,000	1.10%	12,100
4	US Treasury	4/12/2017	3/31/2020	1,100,000	1.20%	13,200
5	US Treasury	10/23/2017	10/15/2020	1,100,000	1.55%	17,050
6	US Treasury	10/23/2017	4/30/2021	1,000,000	1.68%	16,800
7	US Treasury	10/23/2017	11/30/2021	1,000,000	1.75%	17,500
8	US Treasury	5/24/2018	4/30/2022	1,100,000	2.60%	28,600
9	US Treasury	11/1/2018	11/15/2022	1,100,000	2.75%	30,250
	Total			\$ 15,517,894		\$ 304,989

*

Investment Income Illustration

2015	\$ 20,000
2016	\$ 80,000
Projected Future Investment Income	\$ 304,989

Investment Maturity Illustration

	Annual Maturities
2019	\$ 8,017,894
2020	2,200,000
2021	2,200,000
2022	2,000,000
2023	1,100,000
Total	\$ 15,517,894

* Investment matured on April 15, 2019 and was replaced with a \$1,100,000 investment with a yield of 2.30%. Maturity date is on May 31, 2023. Annual yield is \$25,300



ACCOUNT NO. SIE07689

CITY OF SIERRA MADRE
 232 W SIERRA MADRE BLVD
 SIERRA MADRE CA 91024

DDA: 041495730
 PAGE 1

SAFEKEEPING INVENTORY
 12/31/18

CUSIP SETTLE	RATE MATURITY	CALL/PUT SECURITY	INFORMATION DESCRIPTION	RECP#	ORIGINAL COST UNIT/PAR VALUE	INFLATED PAR/ ORIGINAL FACE	MARKET PRICE MARKET VALUE
CLASS: TREASURY NOTES							
912828Q52	.875				1,097,272.76		99.561000000
04/12/17	04/15/19	UST	0.875 04/15/19	033523	1,100,000.00		1,095,171.00
912828T59	1.000				1,097,285.76		98.738000000
04/12/17	10/15/19	UST	1.000 10/15/19	033521	1,100,000.00		1,086,118.00
912828J84	1.375				1,105,593.53		98.531000000
04/12/17	03/31/20	UST	1.375 03/31/20	033522	1,100,000.00		1,083,841.00
912828Z22	1.625				1,100,795.15		98.441000000
10/23/17	10/15/20	UST	1.625 10/15/20	036183	1,100,000.00		1,082,851.00
912828Q78	1.375				988,258.34		97.531000000
10/23/17	04/30/21	UST	1.375 04/30/21	036182	1,000,000.00		975,310.00
912828U65	1.750				998,024.11		97.984000000
10/23/17	11/30/21	UST	1.750 11/30/21	036181	1,000,000.00		979,840.00
912828X47	1.875				535,910.75		98.086000000
04/24/18	04/30/22	UST	1.875 04/30/22	038131	550,000.00		539,473.00

(CONT.)





ACCOUNT NO. SIE07689

CITY OF SIERRA MADRE
 232 W SIERRA MADRE BLVD
 SIERRA MADRE CA 91024

DDA: 041495730
 PAGE 2

SAFEKEEPING INVENTORY
 12/31/18

CUSIP SETTLE	RATE MATURITY	CALL/PUT SECURITY	INFORMATION DESCRIPTION	RECP#	ORIGINAL COST UNIT/PAR VALUE	INFLATED PAR/ ORIGINAL FACE	MARKET PRICE MARKET VALUE	
912828X47 05/15/18	1.875 04/30/22	UST	1.875 04/30/22	038568	535,087.26 550,000.00		98.086000000 539,473.00	
912828TY6 11/01/18	1.625 11/15/22	UST	1.625 11/15/22	040527	1,053,004.30 1,100,000.00		96.809000000 1,064,899.00	
					ORIGINAL COST			
					8,511,231.96			
CLASS TOTAL:					UNITS/CURRENT FACE	8,600,000.00	MARKET VALUE	8,446,976.00
GRAND TOTAL:					ORIGINAL COST	8,511,231.96		
GRAND TOTAL:					UNITS/CURRENT FACE	8,600,000.00	MARKET VALUE	8,446,976.00



Item Attachment Documents:

- b) SECOND READING 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”**

Staff recommends that the City Council approve Ordinance 1413 and read by title only, for second reading, to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.

ORDINANCE NO. 1413

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 ZONE”) BY ADDING SECTION 17.20.122 (“LIGHTING”); AMENDING CHAPTER 17.24 (“R-2 TWO-FAMILY RESIDENTIAL ZONE”) BY ADDING SECTION 17.24.131 (“LIGHTING”); AMENDING SECTION 17.28.120 (“LIGHTING”) OF CHAPTER 17.28 (“R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE”); AMENDING CHAPTER 17.30 (“R-C RESIDENTIAL CANYON ZONE”) BY ADDING SECTION 17.30.221 (“LIGHTING”); AND AMENDING CHAPTER 17.52 (“H HILLSIDE MANAGEMENT ZONE”) BY ADDING SECTION 17.52.180 (“LIGHTING”)

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 17.28.120 (“Lighting”) of Chapter 17.28 (“R-3 Medium/High Density Residential Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.28.120 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 2. Section 17.20.122 (“Lighting”) of Chapter 17.20 (“R-1 One Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.20.122 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 3. Section 17.24.131 (“Lighting”) of Chapter 17.24 (“R-2 Two Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.24.131 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 4. Section 17.30.221 (“Lighting”) of Chapter 17.30 (“R-C Residential Canyon Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.30.221 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 5. Section 17.52.180 (“Lighting”) of Chapter 17.52 (“H Hillside Management Zone”) of Title 17 (“Zoning”), is amended herein to read as follows:

17.52.180 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2019.

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SIERRA MADRE)

I, _____, City Clerk of the City of Sierra Madre, hereby certify that the foregoing Ordinance No. 1413 was approved and adopted by said Council at its regular meeting held on the ____ day of _____, 2019 by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sue Spears, City Clerk

ORDINANCE NO. 1413

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 ZONE”) BY ADDING SECTION 17.20.122 (“LIGHTING”); AMENDING CHAPTER 17.24 (“R-2 TWO-FAMILY RESIDENTIAL ZONE”) BY ADDING SECTION 17.24.131 (“LIGHTING”); AMENDING SECTION 17.28.120 (“LIGHTING”) OF CHAPTER 17.28 (“R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE”); AMENDING CHAPTER 17.30 (“R-C RESIDENTIAL CANYON ZONE”) BY ADDING SECTION 17.30.221 (“LIGHTING”); AND AMENDING CHAPTER 17.52 (“H HILLSIDE MANAGEMENT ZONE”) BY ADDING SECTION 17.52.180 (“LIGHTING”)

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 17.28.120 (“Lighting”) of Chapter 17.28 (“R-3 Medium/High Density Residential Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.28.120 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” ~~program~~ objectives and policies. Lighting shall be ~~hooded~~ shielded and directed downward to reflect away from adjoining properties.

SECTION 2. Section 17.20.122 (“Lighting”) of Chapter 17.20 (“R-1 One Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.20.122 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 3. Section 17.24.131 (“Lighting”) of Chapter 17.24 (“R-2 Two Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.24.131 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 4. Section 17.30.221 (“Lighting”) of Chapter 17.30 (“R-C Residential Canyon Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.30.221 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 5. Section 17.52.180 (“Lighting”) of Chapter 17.52 (“H Hillside Management Zone”) of Title 17 (“Zoning”), is amended herein to read as follows:

17.52.180 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2019.

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SIERRA MADRE)

I, _____, City Clerk of the City of Sierra Madre, hereby certify that the foregoing Ordinance No. 1413 was approved and adopted by said Council at its regular meeting held on the ____ day of _____, 2019 by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sue Spears, City Clerk



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Vincent Gonzalez, Planning & Community Preservation Director

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: SECOND READING 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”

STAFF RECOMMENDATION

Staff recommends that the City Council approve Ordinance 1413 and read by title only, to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.

ALTERNATIVES

1. Adopt Ordinance 1413, amending Title 17 of the Sierra Madre Municipal Code to include lighting regulations for properties in residential zones.
2. Adopt Ordinance 1413 with modifications.
3. Retain the language in the Sierra Madre Municipal Code as presently codified.
4. Provide direction to staff.

SUMMARY

At the meeting on May 14, 2019, the City Council (Council) introduced for first reading recommending adoption of Ordinance 1413, establishing lighting regulations for properties in residential zoning districts. Currently, the R-3 Zone (Medium/High Residential) includes language for lighting regulations. However, there is no language for such regulations in the other residential zones. This ordinance would modify the existing R-3 language and add it to the R-1 (One Family Residential), R-2 (Two Family Residential), R-C (Residential Canyon), and HMZ (Hillside Management) Zones, respectively.

Staff recommends that the City Council conduct a second reading of Ordinance 1413, approving the proposed Municipal Code Text Amendments. The proposed amendments are intended to ensure consistency of lighting regulations for projects within residential zones identified in Title 17 “Zoning”. Ordinance 1413 is attached herein as Exhibit A for City Council consideration.

ANALYSIS

SECTION 1 – Section 17.28.120 (“Lighting”)

The existing language for lighting regulations in Section 17.28.120 (“Lighting”) in Chapter 17.28 (“R-3 Medium/High Density Residential Zone”) of Title 17 (“Zoning”) is amended to read as follows:

17.28.120 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” ~~program objectives and policies~~. Lighting shall be ~~hooded~~ shielded and directed downward to reflect away from adjoining properties.

SECTION 2. Section 17.20.122 (“Lighting”) of Chapter 17.20 (“R-1 One Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.20.122 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 3. Section 17.24.131 (“Lighting”) of Chapter 17.24 (“R-2 Two Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.24.131 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 4. Section 17.30.221 (“Lighting”) of Chapter 17.30 (“R-C Residential Canyon Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.30.221 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 5. Section 17.52.180 (“Lighting”) of Chapter 17.52 (“H Hillside Management Zone”) of Title 17 (“Zoning”), is amended herein to read as follows:

17.52.180 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

CONSISTENCY WITH GENERAL PLAN

The proposed amendments proposed amendments are generally consistent with the goals, policies, and objectives of the General Plan in that they would help reduce light pollution, trespass, and unnecessary glare through the use of light shielding methods, and elimination

of lighting that is misdirected, excessive, or unnecessary.

FINANCIAL REVIEW/SOURCE OF FUNDING

There is no fiscal impact from preparing the proposed amendments to the SMMC, as the staff costs are provided for in the adopted budget.

ENVIRONMENTAL (CEQA)

The proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

Attachment A – Ordinance 1413

Attachment B – Ordinance 1413 (Redline)

Item Attachment Documents:

c) ADOPTION OF RESOLUTION 19-23 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS

Recommendation that the City Council adopt Resolution 19-23 for approval of payment of City warrants in an aggregate amount of \$301,000.84; Library warrants in an aggregate amount of \$7,019.27; and payroll transfer in the aggregate amount of \$350,907.25 for the fiscal year ending June 30, 2019.

RESOLUTION NUMBER 19-23

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the register of audited demands has been submitted to the City Council for approval; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of **\$301,000.84**; Sierra Madre Library Warrants in aggregate amount of **\$7,019.27**; and Payroll Transfer in the aggregate amount of **\$350,907.25** for the fiscal year ending June 30, 2019.

APPROVED AND ADOPTED this 28th day of May, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-23** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 28th day of May, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

FOR CITY COUNCIL AGENDA _____

AGENDA ITEM# ___

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of May 28, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants	\$301,000.84
Sierra Madre Library Warrants	\$7,019.24
Payroll Transfer.....	\$350,907.25

Warrant Register 5/28/19**Attachment 1A**

Fiscal Year	Description	Amount	Page #
FY 1819	Manual Warrants	12,490.05	1-2
FY 1819	General Warrants - Utility Bills	57,330.90	3
FY 1819	General Warrants	231,179.89	4-8
	Total	301,000.84	

FY 1819	Library Warrants	7,019.24	9
	Total	7,019.24	

Date: 5/16/2019	Payroll #10 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	\$350,907.25	
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Packet: APPKT04559 - Manual Check 05/08/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/08/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03272</u>	DEPT OF HEALTH CARE SERVICES				<u>3,506.97</u>
APBWEST	Check	<u>GEM1118QL1T</u>	QUALITY ASSURANCE FEE 2018 Q3	10000.64000.52001	3,506.97
				Report Total:	3,506.97



Packet: APPKT04563 - MAN 05/09/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/09/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0823	BANK OF AMERICA				8,983.08
APBWEST	Check	<u>CM0000396</u>	CS/Refund/Shipping Overages	39006.90000.53999	-5.98
		<u>CM0000397</u>	GE/Refund/General Assembly Registration	10000.11000.53402	-81.20
		<u>CM0000398</u>	JO/Refund/Audit & Risk Mgt Training	10000.50000.52205	-99.00
		<u>INV024529</u>	CS/Amer Lib Assoc Annual Conference	10000.90000.53402	604.00
		<u>INV024530</u>	CS/Amer Lib Assoc Annual Conference	10000.90000.53402	505.00
		<u>INV024531</u>	CS/ALA Annual Conference/Air Fare	10000.90000.53402	576.59
		<u>INV024532</u>	CS/ALA Annual Conference/Air Fare	10000.90000.53402	576.59
		<u>INV024533</u>	CS/Newspaper Subscription	10000.90000.53501	457.12
		<u>INV024534</u>	CS/Office Supplies	10000.90000.53100	23.18
		<u>INV024535</u>	CS/Library Display	10000.90000.53999	358.00
		<u>INV024536</u>	CS/Volunteer Appreciation Gift	39006.90000.53999	70.23
		<u>INV024546</u>	CS/Library Employee Appreciation	39006.90000.53999	33.32
		<u>INV024547</u>	CS/Friends of Library Program Supplies	39006.90000.53999	23.31
		<u>INV024548</u>	CS/Bookmark Contest Ceremony Supplies	39006.90000.53999	34.11
		<u>INV024549</u>	CS/Bookmark Contest Ceremony Supplies	39006.90000.53999	89.95
		<u>INV024550</u>	JR/Office Supplies	71000.81100.53100	35.45
		<u>INV024551</u>	CC/Tennies Court Lights	60001.83200.53200	218.39
		<u>INV024552</u>	CC/Tennies Court Lights	60001.83200.53200	346.78
		<u>INV024553</u>	RS/MWTR USFTF Event Sanction	10000.79007.52999	360.00
		<u>INV024554</u>	RS/Huck Finn Derby Supplies	10000.79006.52999	3.29
		<u>INV024555</u>	RS/Huck Finn derby Supplies	10000.79006.52999	9.86
		<u>INV024556</u>	RS/Huck Finn derby Supplies	10000.79006.52999	39.40
		<u>INV024557</u>	RS/MWTR Souvenirs	10000.79007.52999	816.25
		<u>INV024558</u>	RS/MWTR Supplies	10000.79007.52999	199.00
		<u>INV024559</u>	KN/Area C Meeting	10000.61000.53402	28.68
		<u>INV024560</u>	KN/Tools	10000.61000.53999	1,778.37
		<u>INV024561</u>	KN/Items for Connex	10000.64000.53999	372.77
		<u>INV024562</u>	RS/CPRS Conference/Parking	10000.70000.53402	8.00
		<u>INV024563</u>	RS/CPRS Conference/Parking	10000.70000.53402	18.00
		<u>INV024564</u>	RS/RS/CPRS Conference/Parking	10000.70000.53402	18.00
		<u>INV024565</u>	RS/CPRS Conference/Car Rental	10000.70000.53402	122.13
		<u>INV024566</u>	RS/Senior Excursion/Tickets	10000.79003.52999	160.00
		<u>INV024568</u>	GE/Council Reorganization/Cake	10000.11000.53999	95.00
		<u>INV024569</u>	GE/City Clerk Annual Conference	10000.12000.53402	350.42
		<u>INV024570</u>	GE/City Clerk Annual Conference	10000.12000.53402	20.00
		<u>INV024572</u>	JO/Interview Panel Lunch	10000.50000.53402	24.91
		<u>INV024573</u>	JO/Huck Finn Derby/Volunteers Lunch	10000.50000.53306	169.25
		<u>INV024576</u>	JO/Records Clerk Training/Csik	10000.50000.52205	525.00
		<u>INV024577</u>	JO/Document Printing/Dispatcher&Peace Office	10000.50000.52999	98.91

Report Total: 8,983.08



Packet: APPKT04574 - UB 05/28/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/21/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0129</u>	AT&T				405.81
APBWEST	Check	<u>INV024588</u>	818 291-0241 661 1 SVCS 05/04/19 - 06/03/19	10000.50000.55005	163.70
		<u>INV024640</u>	818 246 3783 591 4 SVCE 04/23/16 - 05/22/19	10000.61000.55005	242.11
<u>VEN02792</u>	FRONTIER CALIFORNIA INC				2,707.56
APBWEST	Check	<u>INV024579</u>	626-355-1414-092017-5 SVCS 05/01/19 - 05/31, 60003.30000.55005		624.36
		<u>INV024585</u>	626-355-0264-012498-5 SVSC 05/04/19 - 06/03, 60003.30000.55005		210.82
		<u>INV024589</u>	209-188-3757-030707-5 SVCS 05/04/19 - 06/03, 60003.30000.55005		1,817.29
				71000.81100.55005	55.09
<u>VEN03086</u>	GC PIVOTAL LLC				1,557.52
APBWEST	Check	<u>INV2188776</u>	BACKUP INTERNET SVCS 06/01/19 - 06/30/19	60003.30000.52200	1,557.52
<u>0384</u>	SOUTHERN CALIF. EDISON CO.				49,836.19
APBWEST	Check	<u>INV024574</u>	2-03-661-3305 SVCS 04/03/19 - 05/03/19	60001.83200.55003	929.33
		<u>INV024575</u>	2-01-194-6423 SVCS 04/01/19 - 05/01/19	32005.83500.55003	147.53
				32006.83000.55003	255.75
				32007.83000.55003	1,089.23
				38005.83500.55003	4,362.23
				60001.83200.55003	172.35
		<u>INV024643</u>	2-03-752-0756 04/08/19 - 05/08/19	32008.83000.55003	265.67
				38005.83500.55003	20.94
				60001.83200.55003	5,742.13
				71000.81100.55003	36,851.03
<u>0942</u>	TELEPACIFIC COMMUNICATIONS				346.80
APBWEST	Check	<u>115856628-0</u>	TI BACKUP SERVICE	60003.30000.55005	346.80
<u>0216</u>	THE GAS COMPANY				668.97
APBWEST	Check	<u>INV024580</u>	166 518 7700 9 SVCS 04/08/19 - 05/07/19	60001.83200.55004	1.03
		<u>INV024581</u>	168 618 7700 5 SVCS 04/08/19 - 05/07/19	60001.83200.55004	116.82
		<u>INV024582</u>	195 918 7100 9 SVCS 04/08/19 - 05/07/19	60001.83200.55004	20.50
		<u>INV024593</u>	135 119 3500 2 SVCS 04/09/19 - 05/08/19	60001.83200.55004	91.83
		<u>INV024638</u>	NATURAL GAS VEHICLE FUEL	60000.83100.55001	438.79
<u>1439</u>	TIME WARNER CABLE				322.47
APBWEST	Check	<u>0027467042019</u>	FD CABLE SVCS 05/01/19 - 05/31/19	10000.61000.52200	63.49
		<u>0137019042619</u>	CITY HALL INTERNET 05/06/19 - 06/05/19	60003.30000.52200	258.98
<u>0642</u>	VERIZON WIRELESS - LA				1,485.58
APBWEST	Check	<u>9828959793</u>	CELL PHONE SVCS 03/26/19 - 04/25/16	60003.30000.55005	1,485.58
Report Total:					57,330.90



Packet: APPKT04576 - GEN 05/28/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/21/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>0109</u>	AIRGAS USA				217.50
APBWEST	Check	<u>9961855681</u>	MEDICAL OXYGEN	10000.64000.53300	168.05
		<u>9961871684</u>	MEDICAL OXYGENT	71000.81100.53200	49.45
<u>0433</u>	ALLSTAR FIRE EQUIPMENT, INC.				2,135.46
APBWEST	Check	<u>215409</u>	SAFETY EQUIPMENT	10000.61000.53300	303.86
		<u>215414</u>	SAFETY EQUIPMENT SUPPLIES	10000.64000.53300	46.46
		<u>215501</u>	Suppression Safety Equipment and PPE	10000.61000.53300	1,785.14
<u>1644</u>	AMAZON				3,017.77
APBWEST	Check	<u>443865979386</u>	OFFICE SUPPLIES	10000.79006.52999	23.99
		<u>457746844656</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	118.28
		<u>459357666863</u>	OFFICE SUPPLIES	10000.79006.52999	56.99
		<u>485959463549</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	1,919.60
		<u>495737776844</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	568.99
		<u>547474373373</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	76.64
		<u>673463343693</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	76.32
		<u>833877857667</u>	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103	176.96
<u>VEN03278</u>	AMERICAN RESIDENTIAL SERVICES				229.00
APBWEST	Check	<u>INV024645</u>	PLUMBING PERMIT REFUND	10000.40000.43011	229.00
<u>0859</u>	AQUA METRIC				57,549.37
APBWEST	Check	<u>INV0073534</u>	Water meter purchase installation infrastructure	71000.81100.56011	57,549.37
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				1,164.80
APBWEST	Check	<u>534185427</u>	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	82.11
		<u>534185428</u>	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
		<u>534202899</u>	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	82.11
		<u>534202900</u>	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
		<u>534220310</u>	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	121.13
		<u>534220311</u>	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
<u>1552</u>	ARNOLD'S FRONTIER HARDWARE - Fire				31.47
APBWEST	Check	<u>090209</u>	Arnold's Frontier Hardware	10000.61000.53204	15.31
		<u>090324</u>	FD HARDWARE SUPPLIES	10000.61000.53204	16.16
<u>1553</u>	ARNOLD'S FRONTIER HARDWARE - Police				3.27
APBWEST	Check	<u>090348</u>	FY 18-19 BLANKET PO	10000.50000.53204	3.27
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE - PW				985.50
APBWEST	Check	<u>090078</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	29.54
		<u>090112</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	11.29
		<u>090135</u>	FY 18-19 PARK MAINTENANCE SUPPLIES	10000.83300.53001	26.24
		<u>090136</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	9.40
		<u>090154</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	44.84
		<u>090206</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	63.13
		<u>090215</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	25.16
		<u>090216</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	2.74
		<u>090220</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	9.84
		<u>090229</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	7.65
		<u>090243</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	2.87
		<u>090258</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	9.03
		<u>090259</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	9.61
		<u>090291</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	8.06
		<u>090333</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	3.94
		<u>090337</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	33.08
		<u>090340</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	15.51
		<u>090342</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	10.70
		<u>090347</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	20.41
		<u>090358</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	2.51
		<u>090373</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Vendor Total
							Distribution Amount
		APBWEST	Check	<u>090385</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	18.59
				<u>090386</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	52.54
				<u>090387</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	2.73
				<u>090405</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	6.70
				<u>090417</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	19.02
				<u>090439</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	10.94
				<u>090446</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	59.05
				<u>090448</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	44.36
				<u>090473</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	45.39
				<u>090477</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	47.12
				<u>090480</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	7.65
				<u>090502</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	91.75
				<u>090507</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	5.78
				<u>090508</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	39.38
				<u>090530</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	8.84
				<u>090578</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	95.86
				<u>090596</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	76.60
<u>0125</u>	ARROW AUTOMOTIVE SERVICE						40.00
		APBWEST	Check	<u>1041862</u>	AUTO TIRE REPLACEMENT	60000.83100.53208	40.00
<u>VEN02327</u>	ARROW INTERNATIONAL, INC.						615.94
		APBWEST	Check	<u>9501221973</u>	FD SUPPLIES	10000.64000.53300	615.94
<u>1206</u>	B & H SIGN CO.						145.00
		APBWEST	Check	<u>17960</u>	MOVIES & CONCERT AT THE PARK BANNER	10000.79002.52999	95.00
						10000.79008.52999	50.00
<u>0741</u>	BEAR FRAME & WHEEL #3						75.00
		APBWEST	Check	<u>87827</u>	PW AUTOMOTIVE ALIGNMENT	60000.83100.53208	75.00
<u>1200</u>	BLUE DIAMOND MATERIALS						297.44
		APBWEST	Check	<u>1466738</u>	AC MATERIALS	10000.83500.53206	297.44
<u>VEN02968</u>	BOURRET GLASS AND UPHOLSTERY						1,080.06
		APBWEST	Check	<u>D0006295</u>	WINDSHIELD MAINTENANCE	60000.83100.53208	362.69
				<u>D0006296</u>	WINDSHIELD MAINTENANCE	60000.83100.53208	362.69
				<u>D0006297</u>	WINDSHIELD MAINTENANCE	60000.83100.53208	354.68
<u>0146</u>	BYRD INDUSTRIAL ELECTRONICS						480.00
		APBWEST	Check	<u>419-19</u>	IT SERVICES	71000.81100.52200	480.00
<u>0150</u>	CALIF. POLICE CHIEF'S ASSOC.						440.00
		APBWEST	Check	<u>13047</u>	CHIEFS MEMBERSHIP RENEWAL	10000.50000.53409	440.00
<u>1087</u>	CITY OF ARCADIA						18,000.00
		APBWEST	Check	<u>CONM000039</u>	LOBBYING AND CONSULTING - SHARED AGREEM	10000.81201.52001	9,000.00
						71000.81100.52001	9,000.00
<u>1167</u>	COMMUNITY MEDIA OF THE FOOTHILLS						2,331.01
		APBWEST	Check	<u>390</u>	FY 18-19 SIERRA MADRE PRODUCTION SERVICE	60003.30000.52100	2,331.01
<u>0893</u>	CREATIVE FORMS & CONCEPTS, INC						669.49
		APBWEST	Check	<u>117092</u>	PAYROLL CHECKS	60002.30000.53102	226.83
				<u>117093</u>	PAYABLE CHECKS	60002.30000.53102	442.66
<u>VEN02871</u>	CYBERREEF SOLUTIONS INC						299.78
		APBWEST	Check	<u>3175</u>	1 GB DATA PLAN	10000.50000.52200	299.78
<u>0185</u>	D. F. POLYGRAPH						175.00
		APBWEST	Check	<u>2019/3</u>	POLYGRAPH EXAMINATIONS	60007.70101.52100	175.00
<u>VEN03084</u>	DAVID SPERNOW/DEVLYNE NETWORKS LLC						1,760.00
		APBWEST	Check	<u>CoSM002</u>	DESKTOP, SERVER, AND NETWORK SUPPORT	60003.30000.52100	1,500.00
				<u>CoSM003</u>	DESKTOP, SERVER, AND NETWORK SUPPORT	60003.30000.52100	110.00
				<u>CoSM004</u>	DESKTOP, SERVER, AND NETWORK SUPPORT	60003.30000.52100	150.00
<u>0190</u>	DECCO AWARDS INC						272.81
		APBWEST	Check	<u>19-11808</u>	PLAQUE SIGNS	10000.11000.53999	272.81
<u>1181</u>	DELTA DISTRIBUTING						196.99
		APBWEST	Check	<u>145575</u>	PW CLEANING SUPPLIES	60001.83200.53200	196.99
<u>1584</u>	DENRAM PRODUCTS CORP						824.98
		APBWEST	Check	<u>18421</u>	BUSINESS CARDS	10000.11000.53999	450.88
				<u>18438</u>	BUSINESS CARDS	10000.11000.53999	374.10
<u>0713</u>	DEPT OF JUSTICE						399.00
		APBWEST	Check	<u>372917</u>	FY 18-19 BLANKET PO	10000.50000.52200	399.00

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03180</u>	DICKS AUTO SUPPLY				203.91
APBWEST	Check	<u>168312</u>	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	203.91
<u>0507</u>	DIRECT CONNECTION				1,745.97
APBWEST	Check	<u>74767</u>	BUSINESS ENVELOPES	60002.30000.53102 71000.32000.53102	1,670.97 75.00
<u>0196</u>	DUNN EDWARDS CORPORATION				33.58
APBWEST	Check	<u>2026683150</u>	PAINT SUPPLIES	60001.83200.52301	33.58
<u>VEN02997</u>	DYNAMIC BUILDING MAINT INC				2,919.00
APBWEST	Check	<u>24</u>	FY18-19 DYNAMIC BUILDING MAINTENANCE	60001.83200.52200	2,919.00
<u>VEN02090</u>	FERGUSON WATERWORKS #1083				1,762.29
APBWEST	Check	<u>0669628</u>	WATER METER	71000.81100.56011	1,762.29
<u>1455</u>	FIRST TRANSIT INC				12,334.92
APBWEST	Check	<u>11575334</u>	COMMUNITY LOOP FIXED	37004.70000.52203	12,334.92
<u>VEN01936</u>	FOOTHILL COMMUNICATIONS LLC				17,501.81
APBWEST	Check	<u>3045</u>	FD MOTOROLA RADIOS, INSTALLATION	10000.61000.53301	5,324.99
		<u>3046</u>	FD MOTOROLA RADIOS, INSTALLATION	10000.61000.53301	12,176.82
<u>VEN02311</u>	FRAZER LTD				83.47
APBWEST	Check	<u>69725</u>	MAINTENANCE SUPPLIES	60000.83100.53208	83.47
<u>VEN01613</u>	GANAHL LUMBER COMPANY				186.40
APBWEST	Check	<u>141163452</u>	BUILDING SUPPLIES	38006.83600.53211	85.96
		<u>141164322</u>	BUILDING SUPPLIES	38006.83600.53211	12.22
		<u>141167641</u>	PW BUILDING SUPPLIES	38006.83600.53211	88.22
<u>1639</u>	GMS ELEVATOR SERVICES INC				87.50
APBWEST	Check	<u>96620</u>	FY 18-19 ELEVATOR MAINTENANCE	60001.83200.52200	87.50
<u>0226</u>	GRAINGER INC.				723.07
APBWEST	Check	<u>9161149837</u>	MAINTENANCE SUPPLIES	60001.83200.53200	723.07
<u>VEN03195</u>	GREATAMERICA FINANCIAL SERVICES				926.48
APBWEST	Check	<u>24700278</u>	LASERCARE HP MFP	60003.30000.53210	926.48
<u>VEN03012</u>	GREG FIELDS				250.00
APBWEST	Check	<u>INV024583</u>	AMERICAN HEART ASSOC.	10000.64000.52205	250.00
<u>VEN02895</u>	GUERRERO INVESTIGATIVE SERVICES				3,349.76
APBWEST	Check	<u>INV024590</u>	PD N. ASCANO BACKGROUND	60007.70101.52100	1,012.24
		<u>INV024591</u>	PD E. ZELAYA BACKGROUND	60007.70101.52100	995.76
		<u>INV024592</u>	PD J. ROSENBERG & M. GALLARDO BACKGROUN	60007.70101.52100	1,341.76
<u>VEN02874</u>	HOWARD R. ROMERO				1,000.00
APBWEST	Check	<u>SMFD009</u>	MEDICAL DIRECTOR SERVICES	10000.64000.52200	1,000.00
<u>VEN01969</u>	INLAND EMPIRE STAGES				2,438.64
APBWEST	Check	<u>53700</u>	SENIOR EXCURSION	37006.72000.52200	1,688.72
		<u>53701</u>	SENIOR EXCURSION	37006.72000.52200	749.92
<u>VEN03212</u>	INLAND OVERHAED DOOR COMPANY				838.00
APBWEST	Check	<u>43581</u>	FURNISHED AND INSTALLED	60001.83200.53200	838.00
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.				1,171.17
APBWEST	Check	<u>S1021832.002</u>	Distribution supplies	71000.81100.53200	398.43
		<u>S1022172.006</u>	Distribution supplies	71000.81100.53200	328.50
		<u>S1022172.007</u>	Distribution supplies	71000.81100.53200	323.08
		<u>S1023247.001</u>	Distribution supplies	71000.81100.53200	121.16
<u>1758</u>	INTOXIMETERS				183.66
APBWEST	Check	<u>624488</u>	PD REPAIR AND SUPPLIES	10000.50000.52999	183.66
<u>0913</u>	IRWINDALE INDUSTRIAL CLINIC				490.00
APBWEST	Check	<u>2130-888142</u>	PRE EMPLOYMENT PHYSICALS	60007.70101.52106	490.00
<u>1454</u>	JDS TANK TESTING & REPAIR INC				140.00
APBWEST	Check	<u>13148</u>	Monthly Inspection of UST System	60000.83100.55001	140.00
<u>0397</u>	KEVORK TCHARKHOUTIAN				2,600.00
APBWEST	Check	<u>2019-04D</u>	FY 18-19 CITY ENGINEER SERVICES APRIL 2019	10000.82000.52100	2,600.00
<u>1185</u>	KEYSTONE UNIFORM				694.77
APBWEST	Check	<u>066573</u>	PD UNIFORMS	10000.50000.53303	694.77
<u>0934</u>	L.N. CURTIS & SONS				2,264.00
APBWEST	Check	<u>INV279299</u>	ANNUAL FLOW TESTING	10000.61000.52302	2,264.00
<u>1717</u>	LACMTA				180.00
APBWEST	Check	<u>103616</u>	Senior Disable Tap Cards	37004.70000.52001 37006.72000.52200	126.00 54.00

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Vendor Total
							Distribution Amount
<u>VEN01628</u>	LAW ENFORCEMENT MEDICAL SERVICES, INC						55.00
APBWEST	Check		<u>14308</u>	BLOOD WITHDRAWAL	10000.50000.53304		55.00
<u>0640</u>	LIFE-ASSIST INC.						218.98
APBWEST	Check		<u>917254</u>	PARAMEDIC MEDICAL SUPPLIES	10000.64000.53300		218.98
<u>VEN03277</u>	MAUREEN KANE & ASSOCIATES INC						1,550.00
APBWEST	Check		<u>INV024644</u>	TECHNICAL TRAINING	10000.12000.53402		1,550.00
<u>VEN02976</u>	MEDICO PROFESSIONAL LINEN SERVICE						52.00
APBWEST	Check		<u>20021314</u>	MEDICAL WASTE SERVICE	10000.64000.53300		52.00
<u>1690</u>	MERCHANTS LANDSCAPE SVC INC						12,000.00
APBWEST	Check		<u>53922</u>	Exterior Landscape Maintenance	10000.81201.52200		212.40
					10000.83300.52200		6,810.00
					32002.83000.52200		560.40
					32003.83000.52200		172.80
					32005.83000.52200		524.40
					32006.83000.52200		105.60
					32007.83000.52200		655.20
					32008.83000.52200		992.40
					38005.83500.52200		595.20
					60001.83200.52200		1,371.60
<u>VEN03229</u>	MICHAEL BAKER INTERNATIONAL INC						9,625.00
APBWEST	Check		<u>1047578</u>	Planning consultant	10000.40000.52200		3,960.00
			<u>1047580</u>	Planning consultant	10000.40000.52200		5,665.00
<u>VEN03250</u>	NATHALIA FLORES						262.51
APBWEST	Check		<u>INV024642</u>	TRAINING & MEALS REIMBURSE	10000.64000.53402		262.51
<u>1642</u>	NBS						15,000.00
APBWEST	Check		<u>4190000122</u>	Downtown Business Assesment District Consult:	32006.83000.52200		7,500.00
					32007.83000.52200		7,500.00
<u>0312</u>	NEOPOST						1,000.00
APBWEST	Check		<u>INV024578</u>	POSTAGE	60002.30000.54703		1,000.00
<u>0786</u>	OFFICE DEPOT, INC						215.32
APBWEST	Check		<u>312208384001</u>	SUPPLIES	10000.50000.53100		80.85
			<u>312208821001</u>	SUPPLIES	10000.50000.53100		25.19
			<u>313059101001</u>	SUPPLIES	10000.50000.53100		109.28
<u>0321</u>	PARKHOUSE TIRE, INC.						515.08
APBWEST	Check		<u>1010672608</u>	PW TIRE PURCHASE	60000.83100.53208		515.08
<u>0323</u>	PASADENA HUMANE SOCIETY						1,065.08
APBWEST	Check		<u>MAY2019CtySM</u>	ANIMAL CONTROL SVCS	10000.50000.52004		1,065.08
<u>VEN01558</u>	PAT'S TIRE SERVICE						115.00
APBWEST	Check		<u>40808</u>	TIRE SERVICE CALL	60000.83100.53208		115.00
<u>0332</u>	PETTY CASH FUND-ADMIN						424.57
APBWEST	Check		<u>INV024641</u>	PETTY CASH ADMIN REIMBURSE	10000.00000.42003		12.12
					10000.00000.48200		15.10
					10000.11000.53999		18.00
					10000.40000.53999		5.89
					10000.79003.52999		144.00
					10000.79007.52999		51.50
					10000.79010.53999		52.53
					37006.72000.53999		46.97
					60007.70100.53999		78.46
<u>0336</u>	POST ALARM SYSTEMS						183.73
APBWEST	Check		<u>1164102</u>	FY 18-19 ALARM MONITORING	60001.83200.52200		48.92
			<u>1166916</u>	FY 18-19 ALARM MONITORING	60001.83200.52200		43.26
			<u>1169912</u>	FY 18-19 ALARM MONITORING	60001.83200.52200		52.40
			<u>1170062</u>	FY 18-19 ALARM MONITORING	60001.83200.52200		39.15
<u>0680</u>	POSTMASTER						178.00
APBWEST	Check		<u>INV024647</u>	PO BOX SERVICE	60002.30000.53101		178.00
<u>VEN03276</u>	PRECISION SURVEY SUPPLY						499.31
APBWEST	Check		<u>19126</u>	LIDAR RADAR CERTIFICATION	10000.50000.52999		499.31
<u>VEN02829</u>	RINGCENTRAL INC						9,827.04
APBWEST	Check		<u>CD 000026993</u>	FY18-19 BPO -VOIP TELEPHONE SVCS	60003.30000.55005		9,827.04
<u>0552</u>	RKA CONSULTING GROUP						92.50

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
		APBWEST	Check	<u>28562</u>	FY 18-19 Street Improvement project design	38012.83500.56010		6,572.50
				<u>28680</u>	FY 18-19 Street Improvement project design	38012.83500.56010		420.00
<u>0352</u>	SAN GAB VALLEY COUNCIL OF GOVERNMENTS							75.00
		APBWEST	Check	<u>GA-2019-101</u>	MEMBER AGENCY ADMISSION	60002.30000.53409		75.00
<u>VEN02740</u>	SHAFFER AWARDS							100.52
		APBWEST	Check	<u>0004921</u>	MT WILSON TRAIL TROPHIES	10000.79007.52999		100.52
<u>VEN01256</u>	SKY BLUEPRINT & SUPPILES INC							56.90
		APBWEST	Check	<u>B70342</u>	PRINTING SERVICES	10000.80000.53102		22.67
				<u>B72577</u>	PRINTING SERVICES	10000.40000.53102		22.23
				<u>B74907</u>	PRINT SERVICES	71000.81100.53102		12.00
<u>0378</u>	SMART & FINAL							112.89
		APBWEST	Check	<u>3056650051160</u>	SENIOR BIRTHDAY CELEBRATION	37006.72000.53999		11.97
				<u>3056650057047</u>	OLD AMERICAN RECEPTION	37006.72000.53999		44.13
				<u>3056650057803</u>	CITY COUNCEL REORGANIZATION RECEPTION	10000.11000.53999		56.79
<u>VEN03199</u>	SO CAL MAILING SERVICES							2,313.76
		APBWEST	Check	<u>62699</u>	FY18-19 BPO - MAILING AND WATER BILLING	71000.32000.53101		1,163.53
				<u>62724</u>	FY18-19 BPO- MAILING AND WATER BILLING	71000.32000.53101		1,150.23
<u>0381</u>	SOUTHEAST CONSTRUCTION PRODUCT							965.48
		APBWEST	Check	<u>1904-208695</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		55.35
				<u>1904-211619</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		40.54
				<u>1904-212278</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		93.78
				<u>1904-212466</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		123.74
				<u>1904-213644</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		45.33
				<u>1904-214220</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		511.58
				<u>1904-214978</u>	CONSTRUCTION SUPPLIES	10000.83500.53206		38.33
				<u>1905-221044</u>	CONSTRUCION PRODUCTS	10000.83500.53206		56.83
<u>1588</u>	SWRCB ACCOUNTING OFFICE							9,939.00
		APBWEST	Check	<u>SW-0159725</u>	MS4 Annual Permit	10000.81201.52401		8,539.00
				<u>SW-0165163</u>	Storm Water Annual Permit fee	10000.81201.52401		1,400.00
<u>0399</u>	TELETRONIC ALARM SYSTEMS							62.00
		APBWEST	Check	<u>INV024586</u>	FY 18-19 LIBRARY ALARM MONITORING SERVICE	60001.83200.52200		62.00
<u>0773</u>	THE BANK OF NEW YORK MELLON							2,565.20
		APBWEST	Check	<u>252-2195082</u>	ADMINISTRATION FEE	50003.30000.54806		2,565.20
<u>VEN02863</u>	THE COUNSELING TEAM INTERNATIONAL							300.00
		APBWEST	Check	<u>72147</u>	PSYCHOLOGICAL ASSESSMENTS	60007.70101.52100		300.00
<u>1245</u>	THE WORKSHOP							755.00
		APBWEST	Check	<u>66061</u>	SENIOR RESOURCE GUIDE	37006.72000.52200		755.00
<u>0404</u>	TOM'S UNIFORMS							713.94
		APBWEST	Check	<u>13242</u>	FD UNIFORMS	10000.61000.53303		713.94
<u>0410</u>	UNDERGROUND SERVICE ALERT							210.80
		APBWEST	Check	<u>18dsbfee2330</u>	CALIFORNIA STATE FEE	71000.81100.52200		44.05
				<u>420190676</u>	UNDERGROUND ALERT SERVICES - DIGALERT	71000.81100.52200		166.75
<u>VEN03108</u>	WILLIAM KEFALAS							3,160.00
		APBWEST	Check	<u>INV024584</u>	GRADING BOND REFUND	10000.00000.47011		3,160.00
<u>1053</u>	WITTMAN ENTERPRISES, LLC							2,525.24
		APBWEST	Check	<u>1904056</u>	AMBULANCE SERVICE APRIL 2019	10000.64000.52200		2,525.24
Report Total:								231,179.89



Packet: APPKT04575 - LIB 05/28/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/21/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>1644</u>	AMAZON				980.82
APBWEST	Check	<u>434698743474</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	3.99
		<u>438399797769</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53100	23.17
		<u>444377477554</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	22.99
		<u>445799945464</u>	GIFT CARDS	39002.90000.53999	540.00
		<u>446997535784</u>	GIFT CARDS	39002.90000.53999	40.00
		<u>447564735668</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	29.90
		<u>454558359698</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53100	24.92
		<u>464993986468</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	28.63
		<u>496376899479</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53406	16.41
		<u>647665833997</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	62.96
		<u>847433739386</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53406	47.06
		<u>885464898948</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53100	74.01
		<u>986595577373</u>	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	66.78
<u>0132</u>	BAKER & TAYLOR, INC.				858.42
APBWEST	Check	<u>4012534454</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	218.29
		<u>4012534455</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	7.13
		<u>4012535599</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	248.80
		<u>4012535600</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	11.60
		<u>4012537157</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	63.95
		<u>4012537158</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	3.81
		<u>4012538736</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	126.12
		<u>4012538737</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.73
		<u>4012541369</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	20.96
		<u>4012542489</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	8.71
		<u>4012543443</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	8.51
		<u>4012546695</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	6.61
		<u>4012547722</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	32.62
		<u>4012548721</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.70
		<u>T03360010</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	20.50
		<u>T03553520</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	50.87
		<u>T03831540</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	20.51
<u>VEN02087</u>	BUBBLEMANIA AND COMPANY				300.00
APBWEST	Check	<u>00016482</u>	INDOOR ASSEMBLY SHOW	39006.90000.53999	300.00
<u>1379</u>	CALIFA GROUP				3,327.93
APBWEST	Check	<u>2097</u>	CALIFA - NOVELIST and LIBRARY AWARE	39006.90000.53406	3,327.93
<u>0598</u>	DEMCO, INC.				167.70
APBWEST	Check	<u>6607124</u>	Library Supplies	10000.90000.53100	167.70
<u>1653</u>	DREAM SHAPERS				325.00
APBWEST	Check	<u>DSEC1110-2097</u>	PERFORMANCE SERVICE	39006.90000.53999	325.00
<u>0209</u>	FEDERAL EXPRESS CORPORATION				270.25
APBWEST	Check	<u>6-533-39945</u>	DELIVERY SERVICES	39002.90000.53999	81.69
		<u>6-541-39775</u>	FED EX SERVICES	39002.90000.53999	188.56
<u>1488</u>	FEDEX OFFICE				79.12
APBWEST	Check	<u>370100020075</u>	DELIVERY SERVICES	10000.90000.53999	79.12
<u>VEN02745</u>	MATHMANIA ROBOTICS				360.00
APBWEST	Check	<u>20190424</u>	ROBOTIC CHALLENGE EVENT	39006.90000.53999	360.00
<u>VEN02975</u>	NOTEWORTHY PUPPETS INC				350.00
APBWEST	Check	<u>0000447</u>	PUPPET PERFORMANCE	39006.90000.53999	350.00
Report Total:					7,019.24

Item Attachment Documents:

**4. CONSIDERATION OF RESOLUTION 19-24 FOR THE ASSESSMENT DISTRICTS-
RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020**

It is recommended that:

The City Council maintain the same level of assessment with no increases for next fiscal year

The City Council adopt Resolution of Intention 19-24 initiating proceedings for

Community Facilities District No 1 , One Carter

Bonita Sewer District

Miramonte Sewer District

Santa Anita Lighting District No 1

The City Council set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works
Kev Tcharkhoutian, City Engineer

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: CONSIDERATION OF RESOLUTION 19-24 FOR THE ASSESSMENT DISTRICTS-RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020

STAFF RECOMMENDATION

It is recommended that:

1. The City Council maintain the same level of assessment with no increases for next fiscal year
2. The City Council adopt Resolution of Intention 19-24 initiating proceedings for
 - a. Community Facilities District No 1 , One Carter
 - b. Bonita Sewer District
 - c. Miramonte Sewer District
 - d. Santa Anita Lighting District No 1
3. The City Council set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts

SUMMARY

The City of Sierra Madre has established a number of districts throughout the years. At present the City maintains eight districts, one landscaping , one parking , two lighting districts in the downtown area, one lighting district in the easterly residential area near Santa Anita Ave, two sewer districts ,and one facilities district for Carter One. The basis for these assessments is the principle of benefit assessments, which means all the parcels within the districts receive a certain benefit from the City in the form of maintenance of improvements, energy and maintenance costs associated with lighting and a general upkeep of the benefit area.

Staff separated the districts this year into two separate resolutions of intent for a Public Hearing. Staff recommended a new assessment district to cover the Downtown Business District area and if it passes the existing four Downtown Districts will be eliminated.

The City collects charges associated with the benefits on a bi-annually basis in conjunction with the Los Angeles County property tax collections in April and November of each year.

The Landscaping and Lighting Act of 1972, which is the legislative tool for the downtown parking and landscaping districts requires that the City Council adopt a Resolution of Intention and a Resolution of Confirmation to collect these assessments. In addition a public hearing is required at the time of the adoption of the Resolution of Confirmation.

At tonight's meeting a Resolution of Intention is introduced to the City Council for adoption, and a date is proposed for a public hearing.

FY 2019-2020 ASSESSMENT DISTRICT ANALYSIS

The districts totaling four presented tonight for consideration are:

Direct assessment districts: Based on benefits received by the parcels charged

Community Facilities District No 1, Carter One

Sewer assessment districts: Reimbursement of costs incurred during construction of sewer mains

E. Miramonte Sewer Assessment District
E. Bonita Sewer Assessment District

Ad valorem districts (Benefits received charged based on property values)

Maintenance District No 1

ANALYSIS

Community Facilities District No 1

This District was established in January 2012 under Ordinance No. 1327 to fund maintenance of portions of the storm drain system serving the Stonegate (One Carter) development. The District is comprised of 28 parcels. The assessment for each parcel is \$238 annually. This assessment is designed to cover the cost of maintaining the clarifier, the catch basins, the administrative costs associated with the District, and the cost of eventual replacement of the clarifier, if needed. 2012-2013 is the first year this charge was implemented. No rate increases are proposed.

SEWER ASSESSMENT DISTRICTS

The City also has two sewer assessment districts, both formed to recover the design and construction cost for installation of public sewers under the Municipal

Improvement Act of 1913. The East Mira Monte Sewer Assessment District (Fund 546) was formed April 4, 2004 under Resolution 04-028. The East Bonita Sewer Assessment District (Fund 549) was formed June 13, 2006 under Resolution 06-039. Funds collected under these districts reimburse the cost of design and construction of the sewer mains.

MUNICIPAL LIGHTING AND MAINTENANCE DISTRICTS (AD VALOREM)

This District was established in the early 60’s and is not a direct assessments, but is based on the property values as assessed by the Los Angeles County Assessor’s office. The District is identified by the County Auditor-Controller as Sierra Madre Lighting and Maintenance District No. 1.

Maintenance District No. 1 is comprised of residential parcels created under Tract No. 15709; located on Santa Anita Avenue, Oakwood Place, and Vista Avenue; bounded on the north by Elkins Avenue, east by the Arcadia/Sierra Madre boundary, south by Grandview Avenue and west by Santa Anita Avenue. Parcels in this district are charged roughly 17 cents per \$100 of assessed property value.

The projected expenses and revenues, for FY 2019-2020, under the Municipal Lighting and Maintenance Districts are as follows:

District No. 1 (Fund 32005, County Account 256.51)	
Fund balance 6/30/2019 =	\$267,481
Revenues	\$36,201
Expenses	\$6,400
Fund balance 6/30/2020 =	\$297,282

FINANCIAL REVIEW/SOURCE OF FUNDING

The Los Angeles County Assessor’s Office collects the assessments. The assessment districts are identified as direct assessments and are added to the annual County property tax bill. The City receives payment for these assessments in April and December of each year. The payments received in December 2019 and April 2020 will be applied toward the fiscal year 2019-2020.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter and the Sierra Madre Public Library.

Attachments

Resolution of Intention

RESOLUTION NO. 19-24

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS IN CONNECTION WITH COMMUNITY FACILITIES DISTRICT NO. 1; E. MIRAMONTE SEWER ASSESSMENT DISTRICT; AND E. BONITA SEWER ASSESSMENT DISTRICT AND SANTA ANITA LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020, APPROVING THE ENGINEER'S REPORT, AND SETTING JUNE 25, 2019 AS THE DATE FOR A PUBLIC HEARING ON THE MATTER

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

WHEREAS, pursuant to the provisions of the Landscaping and Lighting Act of 1972 (Streets & Highways Code Sec. 22500 et seq.) (the "Act") the City has previously established districts within which the City levies assessments to finance the maintenance of irrigation systems, landscaping areas, lighting and street trees; and

WHEREAS, the City Council desires to initiate proceedings to levy these assessments for Fiscal Year 2019-2020;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Recitals.

The above recitals are true and correct.

Section 2. Initiation of Proceedings.

The City Council hereby initiates proceedings for the levy of assessments for Fiscal Year 2019-2020 in connection within the following assessment districts:

Community Facilities District No 1
E. Miramonte Sewer Assessment District
E. Bonita Sewer Assessment District
Santa Anita Lighting District No 1

Section 3. Improvements.

No new improvements or substantial changes to existing improvements are proposed for Fiscal Year 2019-2020, for District 3 Sierra Madre Landscaping District, District 5 Sierra Madre Parking District, and Community Facilities District No 1

Section 5. Designation Of Engineer.

The City Council designates the City Engineer as Assessment Engineer.

Section 6. Engineer's Report.

The City Council orders the Assessment Engineer to prepare and file a report in accordance with Article 4 of Chapter 1 of the Act with the assessments for Fiscal Year 2019-2020. As the districts were each established prior to 1996 and fund the maintenance and servicing of improvements that are integral to the City's streets, this report need not be an "Engineer's Report" as that phrase is defined in Article XIID of the California Constitution.

Section 7. Public Hearing.

July 23, 2019, at 6:30 PM or as soon thereafter as the matter may be heard, in the City Council Chambers located at 232 W. Sierra Madre Boulevard, Sierra Madre, California 91024 is fixed as the time and place for a hearing by the City Council on the levy of the assessments for Fiscal Year 2019-2020.

Section 8. Notice.

The City Clerk shall give notice of the public hearing pursuant to Section 22556 of the Act.

Section 9. Certification.

The City Clerk shall certify as to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

Approved and Adopted on the 28th day of May, 2019.

I, the undersigned, hereby certify that the foregoing Resolution Number No. 19-24 was duly adopted by the Sierra Madre City Council following a roll call vote:

AYES:

NOES:

ABSENT:

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk

Item Attachment Documents:

**5. CONSIDERATION OF RESOLUTION 19-25 FOR THE ASSESSMENT DISTRICTS-
RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020**

It is recommended that:

The City Council adopt Resolution of Intention 19-25 initiating proceedings for

Downtown Landscaping (District 3)

Downtown Parking (District 5)

Downtown Lighting District Zone A

Downtown Lighting District Zone B

The City Council set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts

RESOLUTION NO. 19-25

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, SETTING A PUBLIC HEARING FOR JULY 23, 2019 TO CONSIDER INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS IN CONNECTION WITH DOWNTOWN LANDSCAPING DISTRICT NO. 3, DOWNTOWN PARKING DISTRICT NO. 5, DOWNTOWN LIGHTING DISTRICT ZONE A AND DOWNTOWN LIGHTING DISTRICT ZONE B FOR THE FISCAL YEAR 2019-2020, ORDERING THE ENGINEER'S REPORT FOR SAME

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

WHEREAS, the City Council has initiated proceedings to consolidate the four existing assessment districts—Downtown Landscaping District No. 3, Downtown Parking District No. 5, Downtown Lighting District Zone A and Downtown Lighting District Zone B (“Existing Assessment Districts”)—into one new downtown business lighting and landscaping district—which is subject to the Prop 218 majority approval process scheduled for July 9, 2019; and

WHEREAS, if the new consolidated downtown business lighting and landscaping district is approved by a majority of benefitted property owners, the four Existing Assessment Districts will be cancelled; however, if the new consolidated downtown business lighting and landscaping district is not approved, then the four Existing Assessment Districts remain; and

WHEREAS, pursuant to the provisions of the Landscaping and Lighting Act of 1972 (Streets & Highways Code Sec. 22500 et seq.) (the “Act”) the four Existing Assessment Districts are subject to an annual levy of assessments to finance the maintenance of irrigation systems, landscaping areas, lighting and street trees; and

WHEREAS, the City Council desires to set the public hearing to initiate proceedings to consider the levy of assessments for Fiscal Year 2019-2020 for the four Existing Assessment Districts, in the event that the Four Existing Assessment Districts are not cancelled by the July 9, 2019 vote to consolidate said assessment districts.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Recitals.

The above recitals are true and correct.

Section 2. Initiation of Proceedings.

The City Council hereby initiates proceedings for the levy of assessments for Fiscal Year 2019-2020 in connection within the following assessment districts:

Downtown Landscaping District 3
Downtown Parking District 5
Downtown Lighting District Zone A
Downtown Lighting District Zone B

Section 3. Improvements.

No new improvements or substantial changes to existing improvements are proposed for Fiscal Year 2019-2020, for Downtown Landscaping District 3, Downtown Parking District 5, Downtown Lighting District Zone A and Downtown Lighting District Zone B.

Section 4. Designation Of Engineer.

The City Council designates the City Engineer as Assessment Engineer.

Section 5. Engineer's Report.

The City Council orders the Assessment Engineer to prepare and file a report in accordance with Article 4 of Chapter 1 of the Act with the assessments for Fiscal Year 2019-2020. As the districts were each established prior to 1996 and fund the maintenance and servicing of improvements that are integral to the City's streets, this report need not be an “Engineer's

Report” as that phrase is defined in Article XIID of the California Constitution.

Section 6. Public Hearing.

July 23, 2019, at 6:30 PM or as soon thereafter as the matter may be heard, in the City Council Chambers located at 232 W. Sierra Madre Boulevard, Sierra Madre, California 91024 is fixed as the time and place for a hearing by the City Council on the levy of the assessments for the four Existing Assessment Districts for Fiscal Year 2019-2020.

Section 8. Notice.

The City Clerk shall give notice of the public hearing pursuant to Section 22556 of the Act.

Section 9. Certification.

The City Clerk shall certify as to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

Section 10. Cancellation.

In the event that the four Existing Assessment Districts are consolidated by the July 9, 2019 Prop 218 majority vote procedure, this public hearing shall be cancelled.

Approved and Adopted on the 28th day of May, 2019.

I, the undersigned, hereby certify that the foregoing Resolution Number No. 19-25 was duly adopted by the Sierra Madre City Council following a roll call vote:

AYES:

NOES:

ABSENT:

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works

REVIEWED BY: Kev Tcharkhoutian, City Engineer
Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: **CONSIDERATION OF RESOLUTION 19-25 FOR THE ASSESSMENT DISTRICTS-RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020**

STAFF RECOMMENDATION

It is recommended that:

1. The City Council adopt Resolution of Intention 19-25 initiating proceedings for
 - a. Downtown Landscaping (District 3)
 - b. Downtown Parking (District 5)
 - c. Downtown Lighting District Zone A
 - d. Downtown Lighting District Zone B
2. The City Council set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts

SUMMARY

The City of Sierra Madre is proposing the consolidation of the above referenced four assessment districts to form one new, larger assessment district which will have the overall effect of decreasing the amount of assessments currently collected. The Prop 218 majority protest proceeding, which if approved will create the new assessment district (and simultaneously cancel to existing four landscape and light assessment districts) will occur on July 9, 2019. In the event that the property owners do not approve the consolidation and formation of a new downtown business assessment district, the City will need to consider levying assessments on the existing four assessment districts:

- Downtown Landscaping (District 3)
- Downtown Parking (District 5)
- Downtown Lighting District Zone A
- Downtown Lighting District Zone B

The first step in this process is to adopt the Resolution of Intention direct the preparation of the Engineer's report and set the public hearing to consider levying the assessments. The Resolution of Intention sets the public hearing for this purpose for July 23, 2019. In the event that the benefitted property owners approve the consolidation of a new downtown business assessment district, the City will cancel the July 23, 2019 public hearing, and cancel the four assessments districts described above.

The Landscaping and Lighting Act of 1972, which is the legislative tool for the downtown parking and landscaping districts requires that the City Council adopt a Resolution of Intention and a Resolution of Confirmation to collect these assessments. In addition a public hearing is required at the time of the adoption of the Resolution of Confirmation.

At tonight's meeting a Resolution of Intention is introduced to the City Council for adoption, to order the Assessment Engineer's Report and set the date proposed for a public hearing.

Staff wants to note with the new proposed LLD and the 218 process enacted at the last City Council meeting, staff is recommending to continue with the existing Downtown Districts in the event the new LLD does not pass the 218 process. If the LLD passes Staff will file with the County assessor's office to **cancel** the four existing downtown districts. Staff will prepare the proper resolution for the four downtown districts to either cancel the districts or to continue them as status quo. The following is the analysis of the existing four assessment districts, in the event that they that not cancelled as a result of the July 9, 2019 Prop 218 majority protest process:

FY 2019-2020 ASSESSMENT DISTRICT ANALYSIS

Direct assessment districts: Based on benefits received by the parcels charged

- | | |
|--|----------------|
| *Central Business District Landscaping Maintenance | District No. 3 |
| *Central Business Parking District | District No. 5 |

Ad valorem districts (Benefits received charged based on property values)

- *Maintenance District No 3, Zone A
- *Maintenance District No 3, Zone B

ANALYSIS

The revenues generated by landscape Districts 3 and Parking District 5, are not adequate to cover the expenses incurred in those Districts.

***Sierra Madre Landscape District No. 3, *Central Business District Landscape (Fund 32002, County Account 256.94)**

This district comprises the annual trimming of parkway trees located in the Central Business District. The funds may also be used for landscape maintenance, irrigation water, and replacement of damaged landscaping materials in the Sierra Madre Boulevard and Baldwin Avenue landscape bow-outs.

The district is comprised of 82 parcels. The annual assessment is divided among the 82 parcels based on the size of the lot and the frontage width. This district was formed in 1982 under Resolution 82-41.

District No. 3 Fund activity overview:

6/30/2019 Fund Balance	\$0
Projected Revenues for 2019-2020	\$5,200
Expenditures (Estimated) for 2019-2020	\$17,800
Projected Subsidy	\$12,600

Current assessments vary between \$45 and \$205, based on the lot frontage. Note that while it is possible to reduce the landscape maintenance and irrigation components of the district costs, staff does not recommend doing so, as the effect of maintenance reduction will adversely impact the downtown area.

It is recommended that assessment rates remain unchanged for fiscal year 2019-2020, in the event that the benefitted owners do not approve the consolidation of the district on July 9, 2019.

Sierra Madre Parking District No. 5, (Fund 32008, County Account 256.99)

This Assessment District was established by the City Council on June 9, 1992 with the adoption of Resolution of Intention 92-21. The district provides for the lighting, energy, maintenance, water supply, street sweeping, and landscaping costs for the City's four parking lots. Parcels are assessed based on their respective areas as shown on the Los Angeles County Assessor's rolls.

*District No. 5 Fund activity overview:

6/30/2019 Fund Balance	\$0
Projected Revenues for 2019-2020	\$7,600
Expenditures (Estimated) for 2019-2020	\$28,600
Projected Subsidy	\$21,000

The maximum assessment per parcel per owner is set at \$200 per year. The rate table is based on an evaluation of the use and benefit each parcel receives from the City's public parking lots. The parking lots, which are part of this district, are Mariposa, North Auburn, North and South Baldwin Avenue.

In previous fiscal years the assessment rates have not covered all of the costs assigned to the assessment districts. The Districts have been supported by transfers

of funding from the facilities fund in those years. In FY 2019-2020 it is anticipated that actual expenditures will again exceed revenues and it will be necessary to transfer funds again from the facilities funds.

It is recommended that the current assessments for District No. 5 remain unchanged for 2019-2020, in the event that the benefitted owners do not approve the consolidation of the district on July 9, 2019.

4. MUNICIPAL LIGHTING AND MAINTENANCE DISTRICTS (AD VALOREM)

These Districts were established in the early 60’s and are not direct assessments, but are based on the property values as assessed by the Los Angeles County Assessor’s office. The Districts are identified by the County Auditor-Controller as Sierra Madre Lighting and Maintenance District 3, Zone A; Sierra Madre Lighting and Maintenance District 3, Zone B.

*Maintenance District No. 3, Zone A is comprised of commercial parcels on the north and south sides of West Sierra Madre Boulevard from Hermosa Avenue to just west of Lima Street. Parcels in this district are charged approximately 31 cents per \$100 of assessed value.

*Maintenance District No. 3, Zone B is also comprised of commercial parcels, on West Sierra Madre Boulevard, from Hermosa Avenue to Baldwin Avenue, and on both sides of North and South Baldwin Avenue from Suffolk Avenue to West Montecito. Parcels in this district are charged approximately 31 cents per \$100 of assessed value.

The projected expenses and revenues, for FY 2018-2019, under the Municipal Lighting and Maintenance Districts are as follows:

*District A (Fund 32006, County Account 256.53)		*District B (Fund 32007, County Account 256.54)	
Fund balance		Fund balance	
6/30/2019=	\$282,045	6/30/2019=	\$288,221
Revenues	\$62,302	Revenues	\$44,400
Expenses	\$18,086	Expenses	\$6,607
Fund balance 6/30/2020=	\$326,261	Fund balance 6/30/2020=	\$326,014

PROPOSED RESTRUCTURING AND CONSOLIDATION OF THE DISTRICTS

At the November 13, 2019 City Council meeting, staff sought authorization to conduct a feasibility study on a restructuring and consolidation proposal. Under this proposed plan a restructuring and consolidation of the 4 downtown districts into one district would be accomplished. This could be achieved by combining the cost centers of the different districts into one single district, and charging the parcels within the district to defray the actual cost of maintaining the systems. A shortfall into one district will be compensated by a surplus in the other district, resulting in an overall reduction of the charges. The City retained the services of NBS, a consulting firm specialized in municipal assessment districts establishment and consolidation. NBS is working

concurrently on the consolidation process previously approved by the City Council. However staff is continuing the process of the annual assessment districts approval in the event that the majority protest consolidation is unsuccessful, as the existing assessment district would remain in place and the City will need to consider the regular levy of assessments.

FINANCIAL REVIEW/SOURCE OF FUNDING

The Los Angeles County Assessor's Office collects the assessments. The assessment districts are identified as direct assessments and are added to the annual County property tax bill. The City receives payment for these assessments in April and December of each year. The payments received in December 2019 and April 2020 will be applied toward the fiscal year 2019-2020.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter and the Sierra Madre Public Library.

Attachments

Resolution of Intention

Item Attachment Documents:

6. COMMERCIAL CODE UPDATE

Staff recommends the City Council discuss and provide direction.



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council
FROM: Gabriel Engeland, City Manager
DATE: May 28, 2019
SUBJECT: **COMMERCIAL CODE UPDATE**

STAFF RECOMMENDATION

Staff recommends the City Council discuss and provide direction.

ALTERNATIVES

1. Provide direction to staff to update the Commercial Code.
2. Do not make changes to current Commercial Code.

SUMMARY

Staff is providing this report for Council discussion regarding potential revisions to the City's Commercial Zone regulations. The current Commercial Code is overly-burdensome, expensive, and time consuming for businesses that wish to locate in downtown Sierra Madre.

ANALYSIS

The current Commercial Code does not adequately facilitate the land use entitlement process for business establishments, it is overly-burdensome, expensive, and time consuming. Council should consider updating the Commercial Code to achieve the following objectives:

1. Facilitate the land use entitlement process for business establishments (cheaper, quicker).
2. Add land uses that are not currently included in Zoning Code to improve regulations.
3. Improve underutilization of downtown area, limit overconcentration of specific uses.
4. Lessen/eliminate review thresholds for projects based on size and community impact.
5. Provide sensible regulation, not over-regulation.

If the City Council determines an update to the Commercial Code is appropriate, Staff also recommends reviewing and improving parking regulations.

Please see the attached PowerPoint for more information.

CONSISTENCY WITH GENERAL PLAN

The proposed concepts are generally consistent with the goals, policies, and objectives of the

General Plan in that they preserve and enhance the pattern of development in the downtown area to facilitate commerce.

FINANCIAL REVIEW/SOURCE OF FUNDING

There is no financial impact related to this discussion item. Staff time was incurred in the preparation of this report.

ENVIRONMENTAL (CEQA)

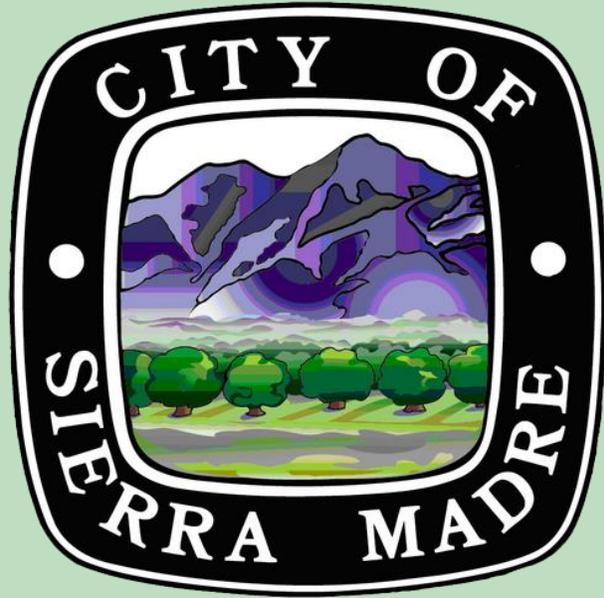
Not applicable.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

PowerPoint Presentation



Discussion of Sierra Madre Commercial Zoning Code

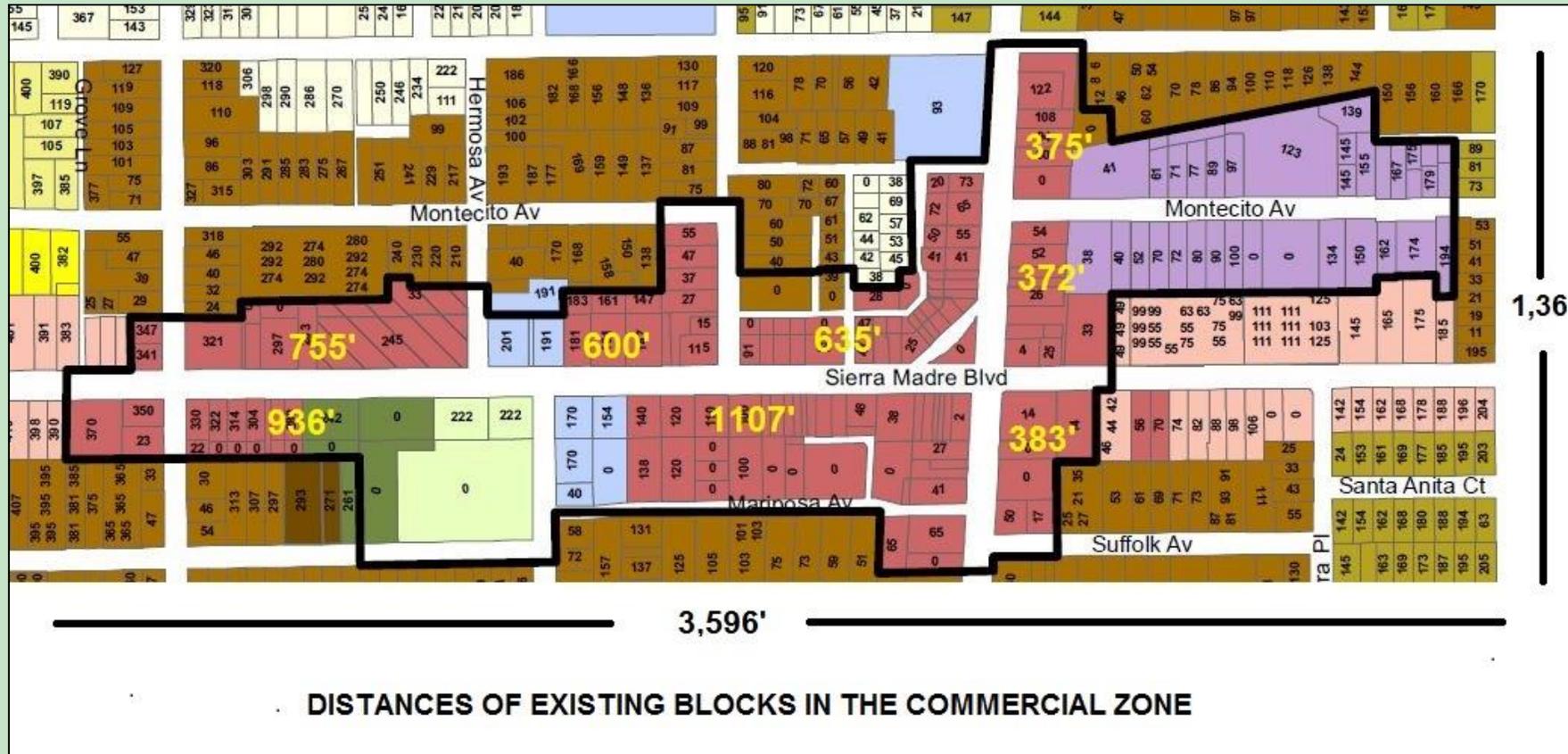
Sierra Madre City Council Meeting
May 28, 2019

Downtown Business District

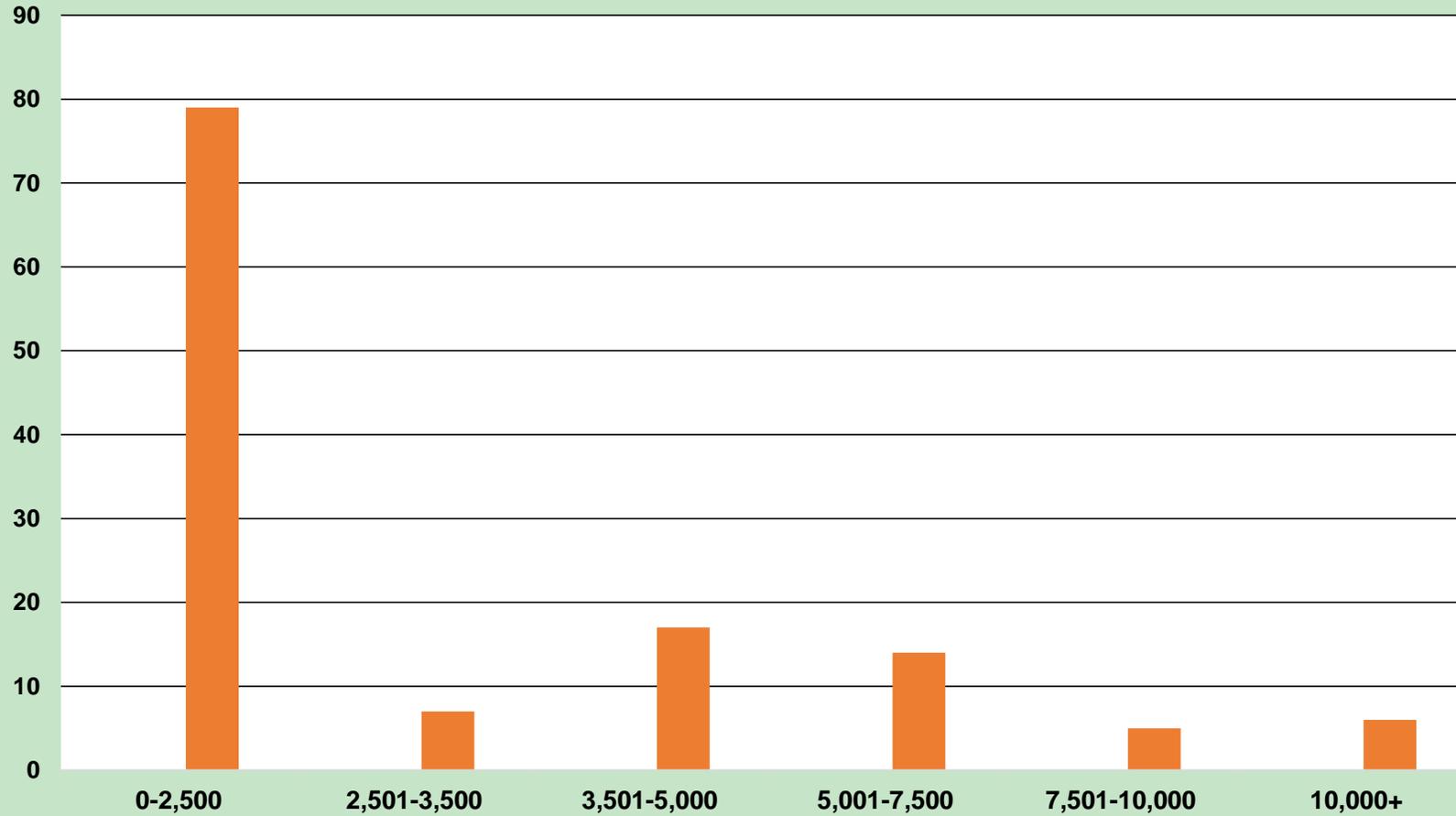
- The Commercial Zone has approximately 128 businesses
- Business types are mostly retail, restaurant, and professional offices
- Majority of business are small (< 3,500 square feet)
- The Commercial Code should focus on these types of businesses



Commercial Zone Map with Length of Blocks



Business Establishments in the Commercial Zone



Identified Issues in Commercial Code

Sierra Madre's Current Commercial Code:

- Is time-consuming, expensive, and does not appropriately regulate commercial uses
- Does not encourage highest and best use of properties, or a diverse mix of uses
- Encourages an underutilization of the downtown area and an overconcentration of limited land use types
- Parking regulations should be updated/reviewed with new Commercial Code regulations*



Opportunities

Updating the Commercial Code could:

- Reduce regulatory requirements, time, and cost for businesses
- Improve the regulation of uses that have adverse impacts on the community
- Encourage business development and retention through sensible regulation
- Limit overconcentration and underutilization of certain land uses
- Improve parking regulations*



Goals

1. Facilitate the land use entitlement process for business establishments (cheaper, quicker).
2. Add land uses that are not currently included in Zoning Code to improve regulations.
3. Improve underutilization of downtown area, limit overconcentration of specific uses.
4. Lessen/eliminate review thresholds for projects based on size and community impact.
5. Provide sensible regulation, not over-regulation.



Goals

1. Facilitate the land use entitlement process for business establishments (cheaper, quicker).
 - Review most common sizes and compatible use types and make a use by right
 - Eliminate CUP process for non-sensitive land uses
 - Establish Administrative Development Permit (ADP) reviewed by the Director for non-sensitive uses
 - Reduce parking requirements for non-sensitive land uses



Goals

2. Add land uses that are not currently included in Zoning Code to improve regulations.
 - Introduce new land use category regulating non-medical personal services
 - Prohibit certain types of land uses



Goals

3. Improve underutilization of downtown area, limit overconcentration of specific uses.
 - Include distance requirements between certain types of businesses in downtown area
 - Limit size of individual businesses
 - Limit number of business licenses issued to certain types of establishments
 - Consider prohibiting certain uses



Goals

4. Lessen/eliminate review thresholds for projects based on size and community impact.
 - Review most common sizes and compatible use types and make a use by right
 - Eliminate CUP for land uses that do not have a history of adverse impacts or nuisance
 - Establish ministerial review process for non-sensitive land uses based on size
 - Encourage small business retention and development



Goals

5. Provide sensible regulation, not over-regulation.

- Only require CUPs for large projects or those with sensitive land uses, eliminate CUPs in all other cases
- Create an administrative review for projects which are larger than typical for downtown but do not have sensitive land uses
- Create distance limits between uses that have adverse impacts on downtown area; limit businesses with potential adverse impacts



Recommendation

It is recommended that the City Council provide staff with direction.





Questions?

Item Attachment Documents:

**7. DISCUSSION ON AMENDING SIERRA MADRE MUNICIPAL CODE SECTION 10.24
REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING**

Staff recommends the City Council provide direction on amendments to Sierra Madre Municipal Code (SMMC) 10.24



City of Sierra Madre Agenda Report

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

*Sue Spears, City Clerk,
Michael Amerio City Treasurer*

TO: Honorable Mayor and members of the City Council

FROM: James Carlson, Management Analyst

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: **DISCUSSION ON AMENDING SIERRA MADRE MUNICIPAL CODE SECTION 10.24; REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING AND ASSOCIATED PARKING CODES**

STAFF RECOMMENDATION

Staff recommends the City Council provide direction on amendments to Sierra Madre Municipal Code (SMMC) 10.24.

ALTERNATIVES

1. Provide Staff with additional direction regarding the proposed Code amendments.
2. Do not make any additional changes to the current Code.

SUMMARY

At the April 23, 2019 City Council meeting, the Council reviewed Ordinance 1412 titled “General Clean-Up of the Sierra Madre Municipal Code.” Among the municipal code items that were presented for clarification and/or amendments was Section 10.24.310 “Parking commercial and recreational vehicles”. The City Council tabled this component of Ordinance 1412 for further consideration and upon analysis, staff has identified additional minor code amendments that the Council should consider amending for clarity and continuity in the parking section.

ANALYSIS

Background

On April 23, 2019, the City Council reviewed staff recommendations in an effort to make various sections of the Municipal Code more clearly defined as well as consistent, the City Council reviewed a number of sections, including two sections that regarding Recreational/Commercial Parking.

“Section 1 (SMMC 10.04.165 (Recreational Vehicle) was amended on April 23rd as follows:

The definition of “Recreational Vehicle in Title 10 “Vehicles and Traffic” is amended to read as follows:

“Recreational Vehicle” means a wheeled vehicle, built on a chassis that can be towed, hauled or driven and primarily designed for hauling, recreation, vacation and travel use, including, but not limited to, utility trailers, travel trailers, truck campers, tent trailers, pick-up campers, camping trailers and self-

propelled motor home with or without State vehicular registration.”

Section 1 was included in the approval of Ordinance 1412. The definition of a Recreational Vehicle has been approved and is not a part of this consideration. However, it is important information in analyzing options for regulating parking of Recreational Vehicles.

Section 2 (as proposed below and modified) was not included in the approval of Ordinance 1412 and staff was directed to bring back the consideration for discussion. Staff is recommending that the City Council amend the code to prohibit the overnight parking of recreational and commercial vehicles (except as provided on sections of W. Sierra Madre Blvd. This recommendation is based on traffic safety and equitable use of streets and alleys.

SMMC 10.24.310 (Section 2)

“No person shall park any commercial and/or recreational vehicle exceeding seven feet in width or seven feet in height ~~for more than five hours~~ in any residential district except (a) while loading or unloading property ~~and time in addition to such five hour period~~ as is necessary to complete such work. Overnight parking of commercial or recreational vehicles is prohibited except as provided in subsection 10.24.230(G); or (b) when such vehicle is parked in connection with, and in the aid of the performance of a service to or on a property in the block in which such vehicle is parked ~~and time in addition to such five hour period is as~~ reasonably necessary to complete such service. Overnight parking of commercial or recreational vehicles is prohibited except as provided in subsection 10.24.230(G)”

SMMC 10.24.230(G)

“Pursuant to the provisions of subsection A of this section, parking is so prohibited on all streets in the city, except on Sierra Madre Boulevard between Lima and Baldwin, and on Baldwin between Suffolk and Montecito.”

Briefly mentioned in the discussions on April 23rd is the allowance of recreational vehicles to be parked on certain sections of downtown. In accordance to this section, recreational vehicles have been allowed to park overnight across from the Police and Fire Station as needed. This section utilizes parallel parking allowing lengthy vehicles, and proximity to the Police Department make it a suitable location for intermittent overnight parking of recreational vehicles. Staff is not proposing any changes to this section at this time. However, this section is a unique benefit to Sierra Madre residents, and may be taken into consideration.



SMMC 10.24.050

“No person who owns or has possession, custody, or control of any vehicles shall ~~store-park~~ such vehicle upon any street or alley for more than a consecutive period of seventy-two hours. This section does not apply to a recreational or commercial vehicle which is subject to section 10.24.310, and may not be parked overnight on any street or alley.”

Amendments to this section are proposed for consistency and clarification of 10.24.310, the prohibition of recreational and commercial vehicle overnight parking.

SMMC 10.24.230 (I)

~~Any city volunteer firefighter shall be entitled to obtain permits pursuant to the provisions of this section without demonstrating need therefore and without the payment of any fee solely to provide parking for his/her personal vehicles so that prompt response to emergencies by city volunteer firefighters is facilitated. Emergency vehicles are exempt from subsection A.~~

Staff recommends amending this section entirely to reflect updated emergency response considerations and also to simplify the intent.

FINANCIAL REVIEW/SOURCE OF FUNDING

There is no financial impact associated with the amendment of this ordinance.

ENVIRONMENTAL (CEQA)

Pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations, additional parking

restrictions by ordinance would qualify for an exemption from the Environmental Quality Act.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

None.