



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES
SIERRA MADRE CITY COUNCIL

Tuesday, September 28, 2021 - 5:30 pm
Sierra Madre City Hall, City Council Chambers
232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024

Pursuant to the July 16, 2021 Los Angeles County Public Health Officer's Order, everyone in Council Chambers must wear a mask covering their mouth and nose at all times.

As part of the City of Sierra Madre's COVID-19 transmission mitigation efforts, the City Council meeting was streamed live on the City's website at www.cityofsierramadre.com, on Foothills Media website at <http://www.foothillsmedia.org/sierramadre> and broadcast on Government Access Channel 3 (Spectrum).

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

CODE OF CONDUCT

The purpose of a City Council meeting is to conduct City business. Members of the public that behave in a manner that interrupts or obstructs the Council's ability to conduct City business may be asked to leave the meeting. Any and all demonstrations which disrupt, interrupt, or obstruct the Council's ability to conduct City business are prohibited. No signs, posters or other large objects shall be brought into the Council Chambers or other meeting place if doing so would disrupt, disturb or otherwise impede the orderly course of the meeting.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Arizmendi called the meeting to order at 5:30 p.m. City Clerk Aguilar called the roll.

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

Absent: None.

Also Present: Jose Reynoso, Interim City Manager
Miguel Hernandez, Assistant City Manager
Aleks Giragosian, City Attorney
Nikhil Damle, Assistant City Attorney
Laura Aguilar, City Clerk/Administrative Services Manager
Hillary Guirola-Leon, Finance Director
Rodrick Armalin, Chief of Police
Brent Bartlett, Fire Chief
Chris Cimino, Public Works Director
Tim Hunsicker, Interim Utility Services Supervisor
Vincent Gonzalez, Director of Community and Preservation
James Carlson, Management Analyst
Christine Smart, City Librarian
Lori Garza, Library Analyst
Rebecca Silva-Barron, Community Services Manager
Sophia Kownatzki, Management Analyst

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Arizmendi led the meeting in the Pledge of Allegiance and after spoke of Filipino Recognition Month in October and the upcoming Mount Wilson Trail Race.

APPROVAL OF MEETING AGENDA

Mayor Arizmendi asked for approval of the agenda.

Council Member Parkhurst made a motion to approve the agenda as presented.

Council Member Garcia seconded the motion.

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

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

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

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Vote of the City Council to read all Ordinances and Resolutions by title only and waive the reading in full.

Mayor Arizmendi asked for a motion.

A motion to approve the reading of resolutions and ordinances was made by Council Member Garcia.

The motion was seconded by Kriebs.

Mayor Arizmendi called for a vote of the Council.

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

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

APPROVAL OF MINUTES

Mayor Arizmendi asked for a motion or suggested changes to meeting minutes of the Regular Council meeting of September 14, 2021.

Council Member Kriebs submitted changes to reflect that Council had a discussion regarding the General Plan Public Hearing.

Council Member Parkhurst moved to approve the minutes of the Regular Council meeting of September 14, 2021 as amended.

Council Member Kriebs seconded the motion.

Mayor Arizmendi called for a vote of the Council.

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

The motion to approve the meeting minutes of the Regular Council meeting of September 14, 2021 was approved as amended.

MAYOR AND CITY COUNCIL REPORTS

Mayor Pro Tem Goss: Had nothing to report.

Council Member Parkhurst: Attended the California Cities League Conference last week. He found the conference informative. He met a lot of representatives from other California cities and was able to exchange many ideas.

Council Member Garcia: Attended the California Cities League Conference last week also. He attended several sessions, including sessions on Cal-PERS.

Council Member Kriebs: Attended the California Cities League Conference last week also. Some of the sessions included public safety innovation, communication with the community, and retail trends.

Mayor Arizmendi: Senator Portantino is scheduled to visit in October or November to discuss recent legislature. Also, there have been recent concerns related to ash and smoke. She has confirmed with Fire Chief Bartlett that there are no fires directly affecting Sierra Madre.

PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. In addition, the Council will devote time for public comment on items not on the agenda. Addressing the City Council from the audience is not permitted; all comments addressing the Council must be made from the podium. Only public comment made from the podium will be recognized by the City Council and entered into public record.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

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

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Time shall be devoted to provide public comments for 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.

COMMENTS

1. Any person wishing to provide public comment on matters not on the agenda, or during the comment period for items on the agenda is asked to complete a comment card. Please include your name and address. Each speaker will be limited to up to three continuous minutes, which may not be delegated or deferred.
2. The City provides a podium for public comment. Comments addressed to the Council shall occur during the appropriate time on the agenda and should not be construed as an opportunity for dialogue. Each speaker will be limited to three continuous minutes, which may not be delegated or deferred.

PUBLIC COMMENT ON NON-AGENDA ITEMS

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

Deb Sheridan, 635 Valle Vista Drive: The Draft EIR for the Monastery is over 500 pages which is an extraordinary amount of pages for ordinary citizens to study and comment. She requests two things: please send comments to Vincent Gonzalez by 5:00pm on October 4 and that the City Council not limit public comment time to 3 minutes.

Pat Alcorn, Grandview Avenue: Hopes that there will be a discussion on the water conservation ordinance that will include a prohibition on new swimming pools.

Fire Chief Bartlett: Announced that the week of October 4th the Fire Department will work with the Library during Fire Prevention Week to offer several community events, including The Big Pumpkin Smash on Thursday at the Fire Station.

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

PRESENTATIONS

1. **RECOGNITION OF OUTGOING CITY LIBRARIAN CHRISTINE SMART**
The City Council presented City Librarian Smart with certificates of recognition from the City of Sierra Madre and Senator Anthony Portantino's Office.
2. **PRESENTATION BY JOHN CAPOCCIA ON MOSQUITO AND VECTOR CONTROL**
San Gabriel Valley Mosquito and Vector Control Board Member Capoccia gave an update on the status of various efforts in the prevention and control of mosquitos in the San Gabriel Valley.
3. **UPDATE ON WATER CONSERVATION PROGRAM**
Management Analyst Kownatzki gave an overview of water conservation public outreach.

AGENDA ACTION ITEMS:

CONSENT CALENDAR

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

- a) **CONSIDERATION OF RESOLUTION 21-55 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 21-55 approving payment of City Warrants in the aggregate amount of \$383,656.95; Sierra Madre Library Warrants in the aggregate amount of \$5,214.38; and Payroll Transfer in the aggregate amount of \$410,804.97; for the fiscal year ending June 30, 2022.
- b) **NOTICE OF COMPLETION FOR FISCAL YEAR 2020-21 STREET IMPROVEMENT PROJECT #ST - 82101**
It is recommended that the City Council accept the completed work by COPP Contracting Inc., on behalf of the City and direct staff to file a Notice of Completion with the County Clerk/Recorder;

It is also recommended that City Council approve the expenditure of \$31,168.00 of the Fiscal Year 2021-22 Capital projects funds for street repairs to cover the overage of the Fiscal Year 2020-21 Street Project
- c) **AWARD THE PROFESSIONAL SERVICES CONTRACTS TO RKA CONSULTING GROUP FOR ENGINEERING DESIGN SERVICES FOR THE DESIGN OF FISCAL YEAR 2021-22 STREET IMPROVEMENT PROJECT AND LIBRARY PARKING ENHANCEMENT AND WEST AND ASSOCIATES FOR CONSTRUCTION MANAGEMENT**
It is recommended that the City Council award a professional services contract to RKA Consulting Group for engineering design service and the Library Parking Enhancement in the amount of \$44,730 and authorize the Interim City Manager to execute the Professional Services Agreement with said firm;

It is also recommended that the City Council award a professional service agreement with West and Associates for the construction management and inspection services for this year's street project.
- d) **SECOND READING OF ORDINANCE 1446 AMENDING CHAPTER 13.24 (MANDATORY WATER CONSERVATION PLAN) OF THE SIERRA MADRE MUNICIPAL CODE**

It is recommended that the City Council introduce for second reading, by title only, and adopt Ordinance 1446 amending Chapter 13.24 (Mandatory Water Conservation Plan) of the Sierra Madre Municipal Code.
- e) **APPROVAL OF AGREEMENT WITH THE CALIFORNIA HOUSING FINANCE AGENCY REGARDING THE TRANSFER OF OWNERSHIP IN THE SIERRA VISTA SENIOR HOUSING DEVELOPMENT**

It is recommended that the City Council approve the First Amendment to and Assignment and Assumption of Regulatory Agreement (CalHFA Development No. 02-015-S)

Mayor Arizmendi opened the matter for public comment.

Deb Sheridan, 635 Valle Vista Drive: Requests a better way to implement the allotment of water usage per account.

Seeing no one else come forward, Mayor Arizmendi asked if any e-mails had been received. City Clerk Aguilar advised that no e-mails had been received.

The Mayor brought the matter back to the Council for a motion to approve.

Council Member Kriebs made a motion to approve Consent Items a-e.

Council Member Garcia seconded the motion.

Mayor Arizmendi called for a vote of the Council.

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

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

DISCUSSION

1. DISCUSSION REGARDING THE USE OF AMERICAN RESCUE PLAN ACT FUNDS

It is recommended that the City Council provide staff with direction regarding potential use of funds.

Assistant City Attorney Nikhil Damle gave the report.

Mayor Arizmendi opened the matter for public comment.

Seeing no one come forward, Mayor Arizmendi asked if any e-mails had been received. City Clerk Aguilar advised that no emails had been received.

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

The Council provided City staff with direction to return to a future meeting with a potential project list that provides options for using American Rescue Plan Act Funds to address the City's infrastructure, City revenue loss related to the Covid pandemic, supporting City non-profit groups that suffered losses during the pandemic, and attracting new businesses.

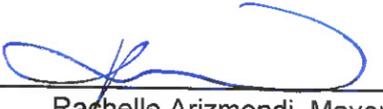
FUTURE ITEMS:

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

Council Member Kriebs asked for an update on an organic recycling program.

ADJOURNMENT:

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 7:22 p.m. to a Regular Meeting to be held on October 12, 2021.


Rachelle Arizmendi, Mayor

Minutes taken and prepared by:


Laura Aguilar, City Clerk