



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

SIERRA MADRE CITY COUNCIL  
SUCCESSOR AGENCY AND  
PUBLIC FINANCE AUTHORITY

**Tuesday, April 27, 2021 - 4:00 pm**

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

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

The meeting was streamed live on the City's website at [www.cityofsierramadre.com](http://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](mailto:PublicComment@CityofSierraMadre.com) by 3:00PM on the day of the meeting. Emails were acknowledged at the Council meeting and filed into public record.

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

Mayor Arizmendi called the meeting to order at 4:01p.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: Gabe Engeland, City Manager  
Miguel Hernandez, Assistant City Manager  
Aleks Giragosian, City Attorney  
Laura Aguilar, City Clerk/Administrative Services Manager  
Chris Cimino, Director of Public Works  
Hilary Guirola-Leon, Finance Director  
James Carlson, Management Analyst  
Clare Lin, Senior Planner  
Oscar Milan, IT Manager  
Christian Delgado, Senior Network Administrator

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Garcia led the Pledge of Allegiance and announced that April is National Volunteer Month. Council Member Garcia thanked all of Sierra Madre's volunteers for their spirit of volunteerism.

**APPROVAL OF MEETING AGENDA**

Mayor Arizmendi asked for approval of the agenda.

Mayor Pro Tem Goss moved to approve the agenda as presented.

Council Member Kriebs seconded the motion.

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

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

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

### **APPROVAL FOR READING RESOLUTIONS AND ORDINANCES**

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 Mayor Pro Tem Goss.

The motion was seconded by Council Member Parkhurst.

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.

4:09 pm, as this point in the meeting, there was steady rain and Mayor Arizmendi called for a brief recess so that City staff could move electronic equipment out of the rain.

Mayor Arizmendi called the meeting back to order at 4:19 pm.

### **APPROVAL OF MINUTES**

Mayor Arizmendi asked for a motion or suggested changes to meeting minutes of the Regular Council meeting of April 13, 2021.

Council Member Parkhurst asked that on page 2 his name be added under the section for "Approval of Minutes". Council Member Kriebs provided edits to Discussion item 2 regarding provisions that would survive termination of the contract and the termination rights in section 16.2 by indicating that the breach would need to be by the City.

Council Member Kriebs moved to approve the minutes of the Regular Council meeting of April 13, 2021 as amended.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

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

The motion to approve the meeting minutes of the Regular Council Meeting of April 13, 2021, as amended was passed by a unanimous voice vote.

### **MAYOR AND CITY COUNCIL REPORTS**

Council Member Kriebs: reported about updates at the Sierra Madre Playhouse.

Council Member Parkhurst reported that he attended a meeting of the Clean Power Alliance.

Council Member Garcia had nothing to report.

Mayor Pro Tem Goss had nothing to report.

Mayor Arizmendi reported that City Hall has re-opened with limited capacity and advised that the Planning Department is open by appointment only. Mayor Arizmendi introduced the City's newest Management Intern, Alondra Reynoso.

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

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

Deb Sheridan, Valle Vista Drive: asked Council to revisit the Council's decision to reduce the Planning Commission from 7 members to 5 members and to return duties that were shifted to City staff.

Lynne Coleman, West Carter: Asked when the Council anticipates meetings will return indoors.

An e-mail from Karen Klemens, owner of Mother Moo Creamery was read by City Clerk Aguilar.

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

### **PRESENTATION ON SENATE BILL 612**

Ted Bardacke from Clean Power Alliance gave the presentation and updated the Council on SB612

### **AGENDA ACTION ITEMS:**

#### **CONSENT CALENDAR**

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

- a) **CONSIDERATION OF RESOLUTION 21-24 APPROVING CERTAIN DEMANDS**  
It is recommended that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of \$641,456.09; Sierra Madre Library Warrants in the aggregate amount of \$5,662.88; and Payroll Transfer in the aggregate amount of \$435,179.23; for the fiscal year ending June 30, 2021.
- b) **CONSIDERATION OF AUTHORIZATION OF THE CITY MANAGER TO EXECUTE CEPPT PARTICIPATION AGREEMENT AND DELEGATION OF AUTHORITY TO REQUEST DISBURSEMENTS**  
It is recommended that the City Council:
1. Authorize the City Manager to enter into an agreement to participate in the CalPERS California Employers Pension Prefunding Trust (CEPPT) program;
  2. Approve the Delegation of Authority to request disbursements to the City Manager, Finance Director and City Treasurer; and
  3. Authorize the City Manager to determine the asset allocation strategy for the trust fund.
- c) **CONSIDERATION OF RESOLUTION 21-21 ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**  
It is recommended that the City Council approve Resolution 21-21 designating certain streets to be included in the FY 2021-22 street rehabilitation program.
- d) **CONSIDERATION OF AUTHORIZATION OF EXECUTION OF A QUITCLAIM DEED TO LOS ANGELES COUNTY FOR THE TRANSFER OF MTD 1784; FILE WITH TRANSFER DRAIN/MISCELLANEOUS TRANSFER DRAIN NO. 1784; PARCELS 1SD and 1FE; PROJECT ID No. MPM0001045; PCA No. LSDESMT**  
It is recommended that the City Council authorize the Mayor to sign the Quitclaim Deed for the transfer of property to the County of Los Angeles for the maintenance of the City's storm drains and debris basin at 1 Carter.

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

Council Member Garcia requested item b to be amended to reflect that investment strategies will not be changed by the City Manager without consultation with the City Treasurer and Finance Director.

Mayor Arizmendi opened the meeting for Public Comment on the Consent calendar. Seeing no one come forward and acknowledging that no e-mails had been received, Mayor Arizmendi closed Public Comment on Consent items and brought the matter back to the Council.

Mayor Pro Tem Goss made a motion to approve Consent items a – d, with Council Member Garcia's amendments to item b.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

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

The motion to approve Consent Items a – d, as amended, was passed by a unanimous voice vote.

## **PUBLIC HEARINGS**

### **1. PUBLIC HEARING - CONSIDERATION OF ADOPTION OF ORDINANCE 1441 AMENDING TITLE 17 (ZONING) OF THE SIERRA MADRE MUNICIPAL CODE TO MAKE FAMILY DAYCARE HOMES, MODULAR AND MANUFACTURED HOMES, AND TRANSITIONAL AND SUPPORTIVE HOUSING A PERMITTED USE WITHIN ALL RESIDENTIAL ZONING DISTRICTS, TO MAKE SUPPORTIVE HOUSING A USE BY RIGHT IN MULTIFAMILY ZONES, AND TO AMEND EMERGENCY SHELTER PARKING REQUIREMENTS PURSUANT TO STATE LAW**

It is recommended that the City Council consider and introduce for first reading Ordinance 1441, recommending amendments Title 17 (Zoning) of the Sierra Madre Municipal Code to make family daycare homes, manufactured homes, and supportive and transitional housing a permitted use within all residential zoning districts, to make supportive housing a use by right in multifamily zones, and to amend the parking requirements for emergency shelters pursuant to State law.

City Attorney Giragosian gave the report for this item.

Mayor Arizmendi opened the Public Hearing and asked if any Council Members had questions on this item.

The City Council, collectively, asked City staff questions that were responded to by City Attorney Giragosian and Senior Planner Lin.

Council Member Garcia and Council Member Kriebs noted that there were inconsistencies in formatting of the proposed ordinance. Council Member Kriebs also requested clarification in section 17.52H. Council Member Parkhurst recommended moving 17.52.070 D. to the end of the section.

City Attorney Giragosian noted the comments and acknowledged the areas within the ordinance that needed to be amended.

Mayor Arizmendi opened this item for Public Comment. No public comment was received via email.

Seeing no one come forward to the podium, Mayor Arizmendi closed the Public Hearing and brought the matter back to Council for discussion or a motion.

Council Member Kriebs made a motion to approve with amendments to the Ordinance.

Council Member Garcia seconded the motion.

Mayor Arizmendi called for a vote of the Council.

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

The motion to approve Ordinance 1441, with amendments, for first reading, was passed by unanimous voice vote.

**2. PUBLIC HEARING - PROPOSED USE OF FACILITY FEES FOR ELIGIBLE PROJECTS**

It is recommended that the City Council authorize the proposed Facility Fees for eligible projects listed below:

1. Use the remaining funds in transportation category \$19,460 towards the Sierra Vista Lot project instead of Quimby fees as previously approved.
2. It is recommended to use the \$19,460 that becomes available in Quimby fees category towards the Kersting Court Refresh project

Finance Director Guirola-Leon gave the report.

Mayor Arizmendi asked if any Council Members had questions on this item. The City Council, collectively, asked City staff questions. Responses were provided by Director Reynoso and City Attorney Giragosian.

Mayor Arizmendi opened this item for Public Comment. No e-mail comments were submitted for this Public Hearing. Seeing no one come forward to the podium, Mayor Arizmendi closed the Hearing and brought the matter back to the Council for discussion or a motion.

Council Member Garcia made a motion to approve the proposed use of Facility Fees.

The motion was seconded by Mayor Pro Tem Goss.

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

**FUTURE ITEMS:**

Mayor Arizmendi asked if any Council Member wished to add any items for future meetings. No items were requested by the Council.

**ADJOURNMENT:**

Mayor Arizmendi adjourned the meeting at 5:32 p.m.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 5:32 p.m. to a Regular Meeting to be held on May 11, 2021.



Rachelle Arizmendi, Mayor

Minutes taken and prepared by:



Laura Aguilar, City Clerk