

**AGENDA  
REGULAR MEETING  
SIERRA MADRE CITY COUNCIL,  
SUCCESSOR AGENCY, AND  
PUBLIC FINANCE AUTHORITY**

**Tuesday, April 23, 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*



**PUBLIC COMMENT**

The Council will listen to the public on any item 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.

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA:**

Persons wishing to speak on any item on the agenda will be called 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 audience participation early on the agenda.

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

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss

**PLEDGE OF ALLEGIANCE AND  
INVOCATION/INSPIRATION**

Council Member Gene Goss

**APPROVAL OF AGENDA**

Vote of the Council to proceed with City business.

**REPORT OUT FROM CLOSED SESSION**

City Attorney report from the closed session.

**APPROVAL OF MEETING MINUTES**

Approval of City Council minutes from the Regular meeting on April 9, 2019

**MAYOR AND CITY COUNCIL REPORTS**

Council Member activities relating to City business.

**PUBLIC COMMENT**

Regarding items not on the agenda

## **PRESENTATIONS**

1. Proclamation in recognition of Armenian Genocide Remembrance Day
2. Update on “Green” initiatives by Athens Services
3. Introduction of Interim Chief of Police Jim Hunt
4. Unveiling new Sierra Madre Public Library logo

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## **ACTION ITEMS**

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### **1. CONSENT**

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|---|---|
| a) <b>AUTHORIZATION TO EXPEND REGIONAL PARK AND OPEN SPACE DISTRICT GRANT FUNDS FOR THE KERSTING COURT PROJECT</b>  | Recommendation that the City Council appropriate grant expenditures and authorize payment to Lawrence R. Moss and Associates for landscape architecture in the amount of \$63,300.  |
| b) <b>CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 19-15, 19-16, 19-17, AND 19-18 PERTAINING TO APPOINTMENTS OF VOTING DELEGATES TO LEAGUE OF CALIFORNIA CITIES, THE LOS ANGELES COUNTY SANITATION DISTRICT, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, AND CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, RESPECTIVELY</b> | Recommendation that the City Council approve Mayor Harabedian’s City Liaison and Voting Delegate appointments to various commission and agencies and approve Resolutions 19-15, 19-16, 19-17, and 19-18 as required by the League of California Cities, Los Angeles County Sanitation District, San Gabriel Valley Council of Governments, and California Joint Powers Insurance Authority. |
| c) <b>CONSIDERATION OF RESOLUTION 19-19 TO TAKE CORRECTIVE ACTION REGARDING FEES ASSOCIATED WITH BUSINESS AND RESIDENTIAL ALARM PERMITS.</b>  | Recommendation that the City Council approve Resolution 19-19 taking corrective action to fees associated with business and residential alarm permits.  |
| d) <b>CONSIDERATION OF RESOLUTION 19-12 DESIGNATING STREETS TO BE INCLUDED IN THE FY 2019-2020 STREET REHABILITATION PROGRAM.</b>   | Recommendation that the City Council approve Resolution 19-12 designating certain streets to be included in the Fiscal Year 2019-2020 Street Rehabilitation Program.  |
| e) <b>ADOPTION OF RESOLUTION 19-11 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS</b>  | Recommendation that the City Council approve Resolution 19-11 for approval of payment of City warrants in aggregate amount of \$127,971.32; Library warrants in the aggregate amount of \$3,491.69, and payroll transfer in the aggregate amount of \$340,084.83 for the fiscal year ending June 2019.  |

**PUBLIC HEARINGS**

2. **CONSIDERATION OF RESOLUTION 19-14 APPLYING THE CALIFORNIA VEHICLE CODE AND TITLE 10 OF THE SIERRA MADRE MUNICIPAL CODE TO CERTAIN DESCRIBED PRIVATELY-OWNED AND MAINTAINED ROADS.**

Recommendation that the City Council:

1. Open a public hearing and take a testimony from any interested persons and/or the public.
2. Adopt Resolution No. 19-14 applying the provisions of the California Vehicle Code and Title 10 (Vehicles and Traffic) of the Sierra Madre Municipal Code to certain privately-owned and maintained roads generally held open for use by the public for purposes of vehicular travel.

3. **ADOPTION OF ORDINANCE 1412 PROVIDING GENERAL CLEAN-UP OF VARIOUS CODE SECTIONS OF THE SIERRA MADRE MUNICIPAL CODE INCLUDING TITLE 10-“VEHICLES AND TRAFFIC” TO AMEND PARKING RESTRICTIONS FOR COMMERCIAL AND RECREATIONAL VEHICLES, 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, EXCLUDING APPLICATIONS FOR DISCRETIONARY DESIGN REVIEW FOR REASONABLE ACCOMMODATION APPLICATIONS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE R-1 AND R-2 ZONING DISTRICTS.**

Recommendation that the City Council introduce and give first reading of Ordinance 1412 by title only, waiving further reading to amend Title 10 and Title 17 of the Sierra Madre Municipal Code providing general cleanup of various code sections contained therein.

**DISCUSSION**

4. **CONSIDERATION OF RESOLUTION 19-13 REGULATING PARKING IN MUNICIPAL PARKING LOTS**

Recommendation that the City Council adopt Resolution 19-13; updating the regulations of Downtown District municipal parking lots to match regulations currently adopted and enforced on public streets.

**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.

**PUBLIC HEARING**

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate City Council action.

**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](http://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 Clerk's office at (626) 355-7135 at least 48 hours prior to the meeting.

**ADJOURNMENT**

The City Council will adjourn to a meeting at this same place on Tuesday, May 14, 2019.



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

SIERRA MADRE CITY COUNCIL  
SUCCESSOR AGENCY AND  
PUBLIC FINANCE AUTHORITY

**Tuesday, April 9, 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 Denise Delmar called the meeting to order at 6:33 p.m. City Clerk Sue Spears called the roll.

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

Absent: None

Also Present: Gabe Engeland, City Manager  
Aleks Giragosian, Assistant City Attorney  
Laura Aguilar, Assistant City Clerk  
Gus Barrientos, Police Lieutenant  
James Carlson, Management Analyst  
Chris Cimino, Director of Public Works  
Edward Delcoure, Police Lieutenant  
Vincent Gonzalez, Planning & Community Preservation Director  
Claire Lin, Assistant Planner  
Christine Smart, City Librarian  
Sue Spears, City Clerk

**PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:**

Council Member Capoccia led the Pledge of Allegiance and (1) expressed his appreciation for being able to serve on the City Council, (2) spoke about how fortunate we are to live in Sierra Madre, where anyone can pick up a phone and speak to their elected officials, who will actually listen, (3) said that the City Council is here to execute the business of the City for the benefit of the residents of Sierra Madre, (4) conveyed that this is unique to Sierra Madre, and (5) wished everyone a Happy Easter.

**APPROVAL OF AGENDA AS PRESENTED:**

Mayor Delmar asked for a motion to approve the agenda as presented.

Council Member Arizmendi moved to approve the agenda as presented.

Mayor Pro Tem Harabedian seconded the motion to approve.

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

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

**REPORT ON THE CLOSED SESSION SPECIAL MEETING OF THE SIERRA MADRE CITY COUNCIL ON TUESDAY, APRIL 9, 2019 AT 6:00 PM**

Asst. City Attorney Giragosian reported that the City Council met in Closed Session regarding land use issues and that no action was taken. Mayor Delmar announced that she participated in the Closed Session via telephone.

**APPROVAL OF MINUTES:**

Mayor Delmar asked for the approval of the Minutes of the Regular Council Meeting of March 26, 2019.

Council Member Goss moved to approve the Minutes of the Regular Council Meeting of March 26, 2019 as presented.

Council Member Capoccia seconded the motion to approve.

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

The motion to approve the Minutes of the Regular Council Meeting of March 26, 2019 presented was passed unanimously.

**MAYOR AND CITY COUNCIL REPORTS:**

- A. Mayor Denise Delmar reported that Cindy Montoya, Sierra Madre resident, will be recognized by US Congresswoman Judy Chu this Saturday and that two (2) City Council Members will be in attendance.
- B. Mayor Pro Tem John Harabedian (1) concurred with Council Member Arizmendi's report on the Pasadena Unified School District (PUSD) "State of the Schools", noting that PUSD finances have improved drastically from before, (2) said that he is the representative to the Clean Power Alliance (CPA), (3) announced that users will see small adjustments (% of a %) in the rates (based on Southern California Edison (SCE) adjusting its rates), but that CPA's rates are still lower than those charged by the SCE, and (4) said that those with questions regarding their CPA service or bill can contract him directly or reach out to the CPA staff.
- C. Council Member Rachelle Arizmendi reported that (1) Nancy Shollenberger was recognized as a Women of Distinction for the City of Sierra Madre for her 34 years of community service, and (2) she attended the Pasadena Unified School District's "State of the Schools", which showed that the PUSD is doing well financially and that there have been achievements in academics throughout the district as well.

- D. Council Member John Capoccia said that (1) he serves on the San Gabriel Valley Mosquito and Vector Control District Board, (2) the Board's Finance Committee is considering a slight increase in the assessment (property tax bill) of \$.50 (from \$1.36 to \$1.86 per year), to address infrastructure issues and to build up the reserves, (3) the mosquito season is starting to blossom, (4) the spread of the Aedes mosquitos (non-native mosquitos) is spreading completely all over the San Gabriel Valley, with nothing that can be done, (5) there is a potential for serious diseases as a result of these non-native mosquitos, and (6) Vector Control is working to get ahead of that to protect public health before a crisis occurs.
- E. Council Member Gene Goss did not make a report.

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

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

- Pat Holland, Sierra Madre & Senior Community Commission Vice Chair, announced that Paul Hagen has been selected to receive the 2019 Older American of the Year Award, which will be presented at a reception on May 10, 2019.
- Rich Procter, Sierra Madre & Sierra Madre Library Board of Trustees, announced that this is "National Library Week", reported about the Sierra Madre Public Library's special activities this week in celebration of "National Library Week", and said that 300 students submitted artwork for this year's Sierra Madre Public Library Bookmark Contest.

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

**AGENDA ACTION ITEMS:**

**1. CONSENT CALENDAR:**

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

- a) ADOPTION OF RESOLUTION 19-10 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council approve Resolution 19-10 for approval of payment of City warrants in aggregate amount of \$158,991.02; Library warrants in the aggregate amount of \$4,344.44, and payroll transfer in the aggregate amount of \$361,990.01 for the fiscal year ending June 2019.
- b) DECLARATION OF CITY-OWNED VEHICLES AND EQUIPMENT TO BE SURPLUSED - Recommendation that the City Council approve vehicles and equipment as "surplus" per Attachment "A" of the agenda report.
- c) SECOND READING OF ORDINANCE 1411, AN ORDINANCE OF THE CITY COUNCIL AMENDING TITLE 17, CHAPTER 17.93 (STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES) OF THE SIERRA MADRE MUNICIPAL CODE TO COMPLY WITH FEDERAL REQUIREMENTS FOR SMALL WIRELESS FACILITIES - Recommendation that the City Council conduct a second reading of Ordinance No. 1411 amending Title 17, chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities; and

CONSIDERATION OF RESOLUTION 19-07, A RESOLUTION OF THE CITY COUNCIL ESTABLISHING A FEE FOR SMALL WIRELESS FACILITY APPLICATIONS AS CONTEMPLATED BY SIERRA MADRE MUNICIPAL CODE CHAPTER 17.93 – STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES - Adopt Resolution 19-07:  
A Resolution of the City Council of the City of Sierra Madre, California, establishing an application processing fee for Small Cell Wireless Facilities as contemplated by Ordinance 1411.

Mayor Delmar asked if any Member of the Council had questions on Consent Items 1a – 1c. Council Members did not ask any questions.

Mayor Delmar opened the meeting for Public Comment on the Consent Items 1a – 1c. Seeing no one, Mayor Delmar 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 Goss seconded the motion for approval.

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

The motion to approve Consent Calendar Items 1a – 1c as presented was passed unanimously.

2. **PUBLIC HEARING – CALL FOR REVIEW OF DISCRETIONARY DEMOLITION PERMIT TO ALLOW DEMOLITION IN PART OR IN WHOLE OF ROOF STRUCTURE, EXTERIOR AND INTERIOR WALLS AND FRAMING; AND DESIGN REVIEW PERMIT TO ALLOW CONSTRUCTION OF 2,080-SQUARE-FOOT ADDITION ONTO THE EXISTING SINGLE FAMILY RESIDENCE TO BE ALIGNED WITH THE EXISTING LEGALLY CONSTRUCTED SIDE YARD SETBACK OF THE PRIMARY STRUCTURE OF THE PROPERTY LOCATED AT 91 E. BONITA AVENUE - Recommendation that the City Council approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08, a Resolution of the City Council pursuant to Sierra Madre Municipal Code Section 17.66.040B (Call for Review) approving the Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 to allow demolition in part or in whole of roof structure, exterior and interior walls and framing for the construction of 2,082 square-foot addition to the existing 2,577 square-foot, one story, single family residence; and to allow additions onto existing primary structures to be aligned with the existing legally constructed side yard setback of the primary structure on the property located at 91 E. Bonita Avenue.**

Mayor Delmar opened this item for Public Hearing.

Planning & Community Preservation Director Gonzalez reported on this item that included a PowerPoint titled, “Demolition Permit 18-09 & Design Review Permit 18-04 for 91 East Bonita Avenue”, with the recommendation “that the City Council approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08, subject to the findings in the Staff Report as there is evidence to support the findings to allow demolition in part or in whole of roof structure, exterior and interior walls and framing; and to allow construction of 2,080-

square-foot addition onto the existing single family residence to be aligned with the existing legally constructed side yard setback of the primary structure.”

The City Council was provided with the following alternatives:

- Grant the appeal and approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08.
- Deny the appeal and uphold the decision of the Planning Commission to deny Discretionary Demolition Permit 18-09 and Design Review Permit 18-04, thereby upholding the Planning Commission decision to deny DRP 18-04, and direct Staff to prepare a City Council resolution to this effect.
- Remand the matter back to the Planning Commission with direction.

Mayor Delmar asked if any Member of the Council had questions on this item. Council Members expressed that they would like to hear from the applicant.

- Bryson Reaume, Sierra Madre & applicant/owner, spoke on his appeal and explained the process he utilized for the design.

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

- John Obrien, Sierra Madre, spoke in support of the owner and his project on behalf of the East Bonita Avenue property neighbors.
- Nancy Pierson, Sierra Madre, spoke in support of her neighbor and his project.
- Bob Spears, Sierra Madre & Planning Commission Commissioner, spoke in opposition to the appeal, described what occurred at the Planning Commission Meetings with the applicant, and offered the City Council an alternative resolution.

Mayor Delmar asked if anyone else would like to come forward to this item. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for questions and discussion.

In response to a question by Mayor Delmar, Director Gonzalez said that the initial design was prepared by a designer and that he believes that an architect was consulted, but that person did not attend the last meeting.

In response for an explanation by Mayor Delmar regarding the shingles, Director Gonzalez said that the current building is clad in both stucco and painted brick and the proposal is to clad the entire building perimeter (facade) in shingles.

Council Member Capoccia asked the applicant (1) what he did when he was informed by the Planning Commission that he should work with City Staff regarding what “exceptional design” would look like and (2) what was his intent in hiring an architect, if no change was made, Applicant Reaume responded that the project was designed by a licensed architect, along with a designer, to design the project. Mr. Reaume said that he did not know what to do to meet the “architecturally extraordinary” standard and that Staff was not able to give him direction, but that he had the best design team in town.

When asked by Council Capoccia whether options other than the shingles were considered, Applicant Reaume said that he had a highly reputable design team behind this project and that is what they recommended.

In response to a question Council Member Capoccia regarding how many other renovations have been submitted that fell under Finding #8 (over 3,500 square feet), Director Gonzalez responded only one (1) was a remodel project.

Discussion occurred and there was consensus among the Council Members (1) to support the applicant's appeal, (2) that there is a need to revisit the ordinance language adopted by this City Council in 2017, (3) that the City Council desires to encourage people to renovate properties instead of demolition and rebuilding, (4) that this decision does not reflect negatively on the Planning Commission, as the City Council greatly respects and appreciates the work that they do, and (5) that the focus of the City's General Plan is to preserve Sierra Madre, preserve its character, and preserve what Sierra Madre is.

Mayor Pro Tem Harabedian made a motion to grant the appeal and approve the following for the property located at 91 E. Bonita Avenue: (1) Discretionary Demolition Permit 18-09, (2) Design Review Permit 18-04, and (3) allow the construction of a 2,080-square-foot addition onto the existing single-family residence.

Council Member Goss seconded the motion to approve.

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

Noes: None

Absent: None

Abstain: None

The motion to grant the appeal and approve the following for the property located at 91 E. Bonita Avenue: (1) Discretionary Demolition Permit 18-09, (2) Design Review Permit 18-04, and (3) allow the construction of a 2,080-square-foot addition onto the existing single-family residence was passed unanimously.

**3. DISCUSSION – BRIEF UPDATE FROM MAYOR DENISE DELMAR ON THE STATE OF THE CITY – Recommendation that the City Council Receive and File.**

Mayor Delmar provided a brief update and summary on the State of the City of Sierra Madre. She gave credit to the City Manager and City Staff, who take the City Council's vision and make it come to life. In addition, Mayor Delmar recognized that the collaborative work of the City Council has allowed the City to be financially stable, address the City's infrastructure and water issues, and deliver high quality services to residents/businesses without increasing expenditures, thus making Sierra Madre unique from other cities. The report was for information only, no action was taken, and the report was received and filed.

**PRESENTATION – IN RECOGNITION OF OUTGOING MAYOR DELMAR**

The following presentations were made to Mayor Delmar in recognition of her service as mayor:

- a. "California Legislature Assembly Certificate of Recognition" presented by Hector Rodriguez on behalf of Chris Holden Assembly Member, 41<sup>st</sup> District.
- b. "California State Senate Certificate of Recognition" presented by Vickere Murphy on behalf of Anthony Portantino, State Senator.
- c. "Certificate of Congressional Recognition" presented by Maile Plan on behalf of Judy Chu, Member of Congress, 27<sup>th</sup> District.
- d. "County of Los Angeles Commendation" presented by Christian Daly on behalf of Kathryn Barger, Supervisor, Fifth District.

Mayor Pro Tem Harabedian thanked and commended Mayor Delmar on her leadership and work as mayor this past year. In addition, Mayor Pro Tem Harabedian presented Mayor Delmar with a plaque and a City of Sierra Madre Certificate recognizing her accomplishments on the City Council and during her term as mayor this past year.

**4. DISCUSSION - CITY COUNCIL REORGANIZATION: MAYOR AND MAYOR PRO TEM TERMS – Recommendation that the City Council reorganize and appoint a Mayor and Mayor Pro Tem to serve the next rotation.**

Mayor Delmar reminded the audience that Sierra Madre voters should have received a postcard in the US Mail recently that announced that the date for the General Municipal Election in the City of Sierra Madre has been changed to the first Tuesday after the first Monday in November in even numbered years and is to be consolidated with the Statewide General Election. This action was taken by the Sierra Madre City Council on March 12, 2019, to bring the City of Sierra Madre in compliance by November 2020.

As a result, City office holders whose term of office would have expired in April 2020 will be extended until the election results are certified and declared by the County of Los Angeles and the City Council for the November 2020 election. In addition, City office holders whose term of office would have expired in April 2022 will be extended until the election results are certified and declared by the County of Los Angeles and the City Council for the November 2022 election.

Mayor Delmar asked for a nomination for Mayor.

Council Member Capoccia made a nomination to appoint John Harabedian as Mayor.

Council Member Goss second the nomination.

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

Noes: None

Absent: None

Abstain: None

The nomination to appoint John Harabedian as Mayor was passed unanimously.

Council Member Delmar asked for a nomination for Mayor Pro Tem.

Mayor Harabedian made a nomination to appoint John Capoccia as Mayor Pro Tem.

Council Member Goss second the nomination, with an amendment that the terms of Mayor and Mayor Pro Tem are to be decided at the first City Council Meeting in May.

A vote was taken on the nomination to appoint John Capoccia as Mayor Pro Tem and that the terms of Mayor and Mayor Pro Tem will be decided at the first City Council Meeting in May.

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

The nomination to appoint John Capoccia as Mayor Pro Tem and that the terms of Mayor and Mayor Pro Tem are to be decided at the first City Council Meeting in May was passed unanimously.

**ADJOURNMENT:**

Mayor Harabedian asked for a motion to adjourn.

Council Member Goss made a motion to adjourn the meeting.

The motion to adjourn was seconded by Mayor Pro Tem Capoccia.

Ayes: Mayor John Harabedian, Mayor Pro Tem 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 8:03 p.m. to a Regular Meeting to be held on Tuesday, April 23, 2019, in the Sierra Madre City Hall Council Chambers.

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John Harabedian, Mayor

Minutes taken and prepared by:

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Sue Spears, City Clerk



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

## City of Sierra Madre Agenda Report

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

TO: Honorable Mayor and Members of the City Council

INITIATED: Rebecca Silva-Barrón, Community Services Manager 

REVIEWED BY: Gabriel Engeland, City Manager

DATE: April 23, 2019

SUBJECT: EXPEND GRANT FUNDS FOR KERSTING COURT PROJECT

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### **STAFF RECOMMENDATION**

Staff recommends that the City Council appropriate grant expenditures totaling \$300,000 as awarded under the Regional Park and Open Space District (RPOSD) for the Kersting Court General Improvements Project. Upon appropriation approval, it is recommended that the Council authorize expenditures in the amount of \$63,300 to Lawrence R. Moss and Associates (LRM) for landscape architecture.

### **ALTERNATIVES**

1. City Council may approve appropriations.
2. City Council may ask staff to return to a future meeting with additional information.

### **SUMMARY**

At the Council meeting of October 9, 2018, Public Works Director Cimino recommended that, contingent on the City being awarded the Los Angeles County Regional Park and Open Space District Grant Fund of \$300,000, the City Council would award the Kersting Court Project Contract to Lawrence R. Moss and Associates (LRM) as the lowest bidder for landscape architecture in an amount not to exceed \$63,300.

LRM has submitted an invoice reflecting the amount of \$63,300 for initial work including participation in steering committee meetings, preparing first round of conceptual drawings, and receiving community input shared through public comment during Community Services Commission.

## EXPEND GRANT FUNDS FOR KERSTING COURT PROJECT

April 23, 2019

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### **ANALYSIS**

The Kersting Court General Improvement Project Grant No. 58J7-19-2686 was executed by both parties, the City (Grantee) and LA County Regional Park and Open Space District, received on January 16, 2019.

Copies of any contract executed for work on the Project, in addition to LRM, will also be filed with the District and the Grantee agrees to promptly submit any reports that may be requested on behalf of the funding agency.

### **FINANCIAL REVIEW**

Under said grant, the city agrees to budget and appropriate annually, in each fiscal year until completion of the Project, an amount equal to the total estimated cost of the Project.

Upon completion of the Project, or any phase thereof, the District will disburse funds as reimbursement to the Grantee only after all requested development documents have been reviewed and approved, including a statement of incurred costs, purchase orders, and warrants. Otherwise, reimbursement may be requested from the District for eligible expenses no more frequently than every thirty (30) days with expected funds received within four to six weeks.

Lastly, the District may retain up to ten (10) percent of the grant amount pending project completion and verification that the City has satisfied all terms and conditions of the Grant Agreement.

### **CEQA / ENVIRONMENTAL**

N/A

### **PUBLIC NOTICE PROCESS**

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



# 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

INITIATED: Nathalia Flores, Administrative Clerk *mf*

FROM: Laura M. Aguilar, Assistant City Clerk *LM*

REVIEWED BY: Gabriel Engeland, City Manager

DATE: April 23, 2019

SUBJECT: CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 19-15, 19-16, 19-17, 19-18 PERTAINING TO APPOINTMENTS OF VOTING DELEGATES TO LEAGUE OF CALIFORNIA CITIES, THE LOS ANGELES COUNTY SANITATION DISTRICT, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, AND CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, RESPECTIVELY

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## SUMMARY

With liaison appointments the intent of the assignments is to ensure that the City Council can enjoy the reciprocal communication with the respective commissions, committees, and organizations. Similarly, the City Council liaisons actively participate in inter-jurisdictional organizations to ensure the interests of the community are represented in regional public policy discussions.

Traditionally the Mayor makes recommended appointments of City Council members to commissions and organizations. Mayor Harabedian has prepared his list of recommended appointments which are attached as "Exhibit 1."

There are several agencies that require Council to appoint a voting delegate by resolution. Those agencies, as they pertain to the City of Sierra Madre, are: League of California Cities, the Los Angeles County Sanitation District, San Gabriel Valley Council of Governments, and the California Joint Powers Insurance Authority; draft resolutions are attached and labeled exhibits 2 – 5.

## CITY COUNCIL LIAISON APPOINTMENTS

April 23, 2019

Page 2 of 2

### **STAFF RECOMMENDATION**

Staff recommends that the City Council accept the attached Mayor's designations of City Council Members as liaisons to various commissions, committees, boards, and organizations and approve Resolutions 19-15, 19-16, 19-17, and 19-18 for appointments to the League of California Cities, the Los Angeles County Sanitation District, San Gabriel Valley Council of Governments, and the California Joint Powers Insurance Authority, respectively. All appointments would be effective immediately.

### **ALTERNATIVES**

The City Council may request additional information from the Mayor and provide staff with direction.

### **FINANCIAL REVIEW**

There is no direct financial impact associated with the appointments.

### **PUBLIC NOTICE PROCESS**

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

#### Attachments:

- Exhibit 1 – Mayor's List of Liaison Appointments
- Exhibit 2 – Resolution 19-15: Appointment of Delegate to League of California Cities
- Exhibit 3 – Resolution 19-16: Appointment of Delegate to Los Angeles County Sanitation Districts
- Exhibit 4 – Resolution 19-17: Appointment of Delegate to San Gabriel Council of Governments
- Exhibit 5 – Resolution 19-18: Appointment of Delegate to the California Joint Powers Insurance Authority

Sierra Madre City Council Liaisons and Voting Delegates  
Pursuant to City Council action taken April 23, 2019

<b>Commission/Committee</b>	<b>18-19 Liaison</b>	<b>18-19 Alternate</b>	<b>19-20 Liaison</b>	<b>19-20 Alternate</b>
Planning Commission 1 <sup>st</sup> & 3 <sup>rd</sup> Thursday, 7:00 PM	Capoccia	Delmar	Capoccia	Delmar
Senior Community Commission 1 <sup>st</sup> Thursday, 3:00 PM	Capoccia	Goss	Capoccia	Goss
Community Services Commission 3 <sup>rd</sup> Monday, 6:30 PM	Arizmendi	Goss	Arizmendi	Goss
Energy, Environment, and Natural Resources Commission 3 <sup>rd</sup> Wednesday, 7:00 pm	Harabedian	Delmar	Delmar	Harabedian
Library Board of Trustees 4 <sup>th</sup> Wednesday, 7 PM	Goss	Delmar	Goss	Harabedian

<b>Ad Hoc Committee/Organization Standing Sub-Committee</b>	<b>18-19 Liaison</b>	<b>18-19 Alternate</b>	<b>19-20 Liaison</b>	<b>19-20 Alternate</b>
Sierra Madre Fire Department Wednesday (odd months) 7:00 PM	Harabedian	Delmar	Harabedian	Goss
Sierra Madre Police Department	Arizmendi	Delmar	Arizmendi	Delmar
Chamber of Commerce	Goss	Delmar	Capoccia	Arizmendi
Sierra Madre Elementary School	Delmar	Capoccia	Delmar	Arizmendi
LA County Sanitation District 4 <sup>th</sup> Wednesday, 1:30 PM	Delmar	Arizmendi	Harabedian	Capoccia
Council Water Sub-Committee	Goss	Capoccia	Goss	Capoccia

<b>Associations</b>	<b>18-19 Liaison</b>	<b>18-19 Alternate</b>	<b>19-20 Liaison</b>	<b>19-20 Alternate</b>
San Gabriel Valley COG 3 <sup>rd</sup> Thursday, 6:00 PM	Capoccia	Arizmendi	Capoccia	Arizmendi
Southern California Association of Governments	Harabedian	Goss	Delmar	Goss
League of Calif. Cities 1 <sup>st</sup> Thursday, 6:00 PM	Delmar	Arizmendi	Harabedian	Arizmendi
Foothill Workforce Investment Board	Arizmendi	Goss	Arizmendi	Delmar
Calif. Joint Powers Ins. Authority 4 <sup>th</sup> Wed. 5:30 PM	Goss	Arizmendi	Goss	Harabedian
Independent Cities Assoc.	Goss	Arizmendi	Goss	Delmar
Collaborate PASadena 4 <sup>th</sup> Wed. 6:00 PM	Capoccia	-	Arizmendi	Capoccia
SGV Metro Service Council Appointed 5/23/17. Term To 2020	Harabedian	-	Harabedian	-
SGV Mosquito & Vector Control Appointed 10/11/16. Term to 2021	Capoccia	-	Capoccia	-

**RESOLUTION 19-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, DESIGNATING A VOTING DELEGATE AND ALTERNATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE AND BUSINESS MEETING FOR 2019**

**WHEREAS, the League of California Cities will be holding their Annual Conference and Business Meeting on October 16-18, 2019 in Long Beach, California; and**

**WHEREAS, the City Council must designate a Voting Delegate; and**

**WHEREAS, the City Council may also designate a Voting Alternate to the Conference.**

**NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre, hereby designates that Mayor John Harabedian as the Voting Delegate and Council Member Rachelle Arizmendi as the Voting Alternate.**

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ON THE 23RD DAY OF APRIL, 2019 BY THE FOLLOWING VOTE:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

**John Harabedian  
Mayor  
City of Sierra Madre**

**Attest:**

---

**Sue Spears  
City Clerk**

**RESOLUTION 19-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AFFIRMING THE DESIGNATION OF A MEMBER AND AN ALTERNATE MEMBER TO THE COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY**

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

**WHEREAS**, County Sanitation Districts of Los Angeles County are made up of 25 separate Sanitation Districts working cooperatively under a Joint Administration Agreement; and

**WHEREAS**, the newly appointed Mayor of each city within the District automatically is appointed a Director of the County Sanitation Districts; and

**WHEREAS**, each city is also requested to appoint the Mayor Pro Tem as an alternate director of the Board of Directors of County Sanitation District No. 15 of Los Angeles County to act in the place of the presiding officer of the City Council during his absence, inability or refusal to act as a representative of said Sanitation District 15.

**NOW, THEREFORE BE IT RESOLVED**, the City Council hereby appoints Mayor John Harabedian as a Director of the County Sanitation District, and Mayor Pro Tem John Capoccia as the alternate representative to the Los Angeles County Sanitation District Board effective immediately.

**APPROVED AND ADOPTED** this 23rd day of April, 2019.

---

Mayor John Harabedian

ATTEST:

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 23<sup>rd</sup> day of April, 2019

AYES:

NOES:

ABSTAIN:

ABSENT:

---

City Clerk Sue Spears  
City of Sierra Madre, California

**RESOLUTION 19-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AFFIRMING THE DESIGNATION OF A MEMBER AND ALTERNATE MEMBER TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

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

**WHEREAS**, the San Gabriel Valley Council of Governments provides a vehicle for the members to voluntarily engage in regional and cooperative planning and coordination of government services and responsibilities for the collective benefit of cities in the San Gabriel Valley; and

**WHEREAS**, the City Council hereby appoints Council Member Denise Delmar to represent the City of Sierra Madre as a representative of the San Gabriel Valley Council of Governments; and

**WHEREAS**, the City Council hereby appoints Council Member Gene Goss to represent the City of Sierra Madre as an alternate representative of the San Gabriel Valley Council of Governments to act in the place of the designated representative during his absence, inability or refusal to act as a representative of said Council of Governments.

**NOW, THEREFORE BE IT RESOLVED**, the City Council hereby appoints Mayor Pro Tem John Capoccia to serve as the City's representative and appoints Council Member Rachelle Arizmendi as the alternate representative of the San Gabriel Valley Council of Governments effective immediately.

**APPROVED AND ADOPTED** this 23rd day of April, 2019.

---

Mayor John Harabedian

**ATTEST**

AYES:

NOES:

ABSTAIN:

ABSENT:

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City Clerk, Sue Spears  
City of Sierra Madre, California

**RESOLUTION 19-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPOINTING A VOTING DELEGATE AND ALTERNATE TO THE SOUTHERN CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (SCJPIA)**

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

**WHEREAS**, members of the Southern California Joint Powers Insurance Authority (SCJPIA) are made up of council members, city managers, finance officers and risk managers, and

**WHEREAS**, as members of the SCJPIA, one member of the City Council is required to serve as the voting delegate to attend annual Board of Directors' meetings and other special meetings as considered necessary; and

**WHEREAS**, the City is requested to appoint alternates to act in place of the voting delegate during his/her absence, inability or refusal to act as a representative of said SCJPIA.

**NOW, THEREFORE BE IT RESOLVED**, the City Council hereby appoints Council Member Gene Goss to serve as the City's voting delegate and appoints Mayor John Harabedian the alternate voting delegate of the Southern California Joint Powers Insurance Authority effective immediately.

**APPROVED AND ADOPTED** this 23rd day of April, 2019.

---

Mayor John Harabedian

**ATTEST**

AYES:

NOES:

ABSTAIN:

ABSENT:

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City Clerk Sue Spears  
City of Sierra Madre, California



# City of Sierra Madre Agenda Report

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

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

TO: Honorable Mayor and Members of the City Council

FROM: Jennifer Peterson, Administrative Analyst 

REVIEWED BY: Laura Aguilar, Administrative Services Mgr, Assistant City Clerk   
Gabriel Engeland, City Manager

DATE: April 23, 2019

SUBJECT: **CONSIDERATION OF RESOLUTION 19-19 TO TAKE  
CORRECTIVE ACTION REGARDING FEES ASSOCIATED WITH  
BUSINESS AND RESIDENTIAL ALARM PERMITS**

---

## **STAFF RECOMMENDATION**

Staff recommends that the City Council approve Resolution 19-19 taking corrective action regarding fees associated with business and residential alarm permits.

## **ALTERNATIVES**

1. The City Council may approve Resolution 19-19 taking corrective action regarding fees associated with business and residential alarm permits.
2. The City Council may defer approval of Resolution 19-19 and direct staff to bring the matter back to Council at a later date.

## **SUMMARY**

In 2013, City Council adopted Ordinance 1339, amending Chapter 9.36 of the Sierra Madre Municipal Code pertaining to alarms and alarm permits, wherein the Council decided against implementing a new 'alarm permit fee'. Council instead requested that a different penalty structure be established for false alarms. The recommended penalties were \$100 for the second false alarm, and \$200 for each subsequent false alarm in a 12-month period. These fees were adopted as part of the City's Fee Schedule. During a recent review of the City's fees, it was discovered that an alarm permit fee had been included in Fee Schedule from Fiscal Year 2013/2014 to Fiscal Year 2018/2019. While this fee has been included in the Fee Schedule beyond the 2013

RESOLUTION 19-19 TAKING CORRECTIVE ACTION REGARDING FEES FOR ALARM PERMITS AND FALSE ALARM PENALTIES.

April 23, 2019

Page 2 of 3

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direction of the City Council, no permits were issued nor any fees collected until November 29, 2018.

In May 2018, in an effort to offset the cost of the growing number of false alarm calls, the City entered into an agreement with third-party vendor PMAM Corporation to implement and oversee a business and residential alarm registration and false alarm citation tracking program. Businesses and residents were contacted, notifying them of the program, and alerting them to register for the program directly with PMAM Corporation. Registration fees, set by PMAM Corporation are \$30 for residential and \$50 for commercial properties.

Since January 1, 2019, the program has received 99 registrations directly with PMAM Corporation. However, given that the program is new, the City opted to suspend citations until six months of community outreach could be conducted.

During the period of January 1, 2019 to April 18, 2019, the City responded to 134 alarm calls for service. Of those 134 calls, 117 were deemed "false alarms" and an additional 12 were eventually cancelled by the alarm companies. Of the 134 calls for service, only 5 calls were legitimate alarm calls requiring a response from public safety personnel, meaning that over 95% of alarm calls are false alarms.

It should be noted that since the inception of the program, the Police Department has not issued any citations.

### **ANALYSIS**

Council's direction, when adopting Ordinance 1339 was that no permit fees would be charged for alarm monitoring. The permit fees inadvertently adopted as part of the larger fee code are in conflict with the Council's direction in the adoption of Ordinance 1339, which only set penalty fees. Because this action was taken by adoption of an ordinance, it can only be corrected by City Council resolution. It is requested that Council take corrective action by resolution to allow the amendment of the fee code. The amendment will include the removal of any alarm permit fee, and set the fee structure for False Alarm Response penalties as directed. If such action is taken, the fee code will be corrected, and will return to Council for consideration as part of the complete fee schedule.

### **FINANCIAL REVIEW**

Program fees were paid directly to PMAM Corporation. To date, 99 registrations have been received, totaling \$2,970 in fees. Of the amount collected, PMAM Corporation has forwarded \$1671.25 to the City. As part of the corrective action, staff is recommending that fees be returned to all registrants. This action will require an additional \$1,298.75 to come out of the General Fund to cover the difference of the reimbursements made to the 99 permit registrants.

RESOLUTION 19-19 TAKING CORRECTIVE ACTION REGARDING FEES FOR ALARM PERMITS AND FALSE ALARM PENALTIES.

April 23, 2019

Page 3 of 3

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**CEQA / ENVIRONMENTAL**

There are no environmental impacts with 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](http://www.cityofsierramadre.com).

Attachment:

**RESOLUTION NO. 19-19**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SIERRA MADRE, CALIFORNIA, TAKING  
CORRECTIVE ACTION REGARDING THE FEES  
ASSOCIATED WITH BUSINESS AND RESIDENTIAL  
ALARM PERMITS**

**WHEREAS**, City of Sierra Madre adopted Ordinance 1339 pertaining to alarm permits, fees and penalties, and in doing so provided direction that no permit fee shall be charged, and

**WHEREAS**, due to rising volume of false alarm calls, the City enacted a False Alarm program, to be administered by PMAM Corporation (consultant), and

**WHEREAS**, fees set by that consultant were in conflict with direction from the City Council regarding alarm permit fees, and

**WHEREAS**, in adopted fee schedules from fiscal year 2013/2014 to fiscal year 2018/2019, an erroneous fee was included for Alarm Permits

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Sierra Madre, that:

The City Council takes corrective action, thereby removing any fee requirement for any alarm permit, or registration for monitoring, and setting a fee structure for false alarm penalties.

**APPROVED**, this 23<sup>rd</sup> day of April, 2019, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
John Harabedian, Mayor

ATTEST:

\_\_\_\_\_  
Sue Spears, City Clerk



# City of Sierra Madre Agenda Report

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

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

TO: Honorable Mayor and Members of the City Council

FROM: Jen Peterson,

REVIEWED BY: Chris Cimino, Director of Public Works   
Gabriel Engeland, City Manager

DATE: April 23, 2019

SUBJECT: **RESOLUTION 19-12 DESIGNATING STREETS TO BE INCLUDED IN THE FY 2019-20 STREET REHABILITATION PROGRAM**

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## **STAFF RECOMMENDATION**

Staff recommends that the City Council approve Resolution 19-12 designating certain streets to be included in the Fiscal Year (FY) 2019-20 Street Rehabilitation Program.

## **ALTERNATIVES**

1. The City Council may approve Resolution 19-12 designating certain streets to be included in the FY 2019-20 Street Rehabilitation Program.
2. The City Council may defer approval of the resolution and direct staff to bring the matter back to Council at a later date. This option may affect the status of the use SB-1 funds.
3. The Council may direct staff to amend the project list any time before the project goes out to bid.

## **SUMMARY**

The States new SB-1 regulations ask for a project list by Council approved resolution for the next fiscal year's street projects.

!

RESOLUTION 19-12 DESIGNATING STREETS TO BE INCLUDED IN THE FY 2019-20  
STREET REHABILITATION PROGRAM

April 23, 2019

Page 2 of 2

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**ANALYSIS**

Staff has identified the following streets for the FY 2019-20 street improvement project:

<b>Street</b>	<b>Limits</b>	<b>Treatment</b>	<b>Year Construction</b>	<b>Estimated Useful Life</b>
Acacia St.	Foothill to Valle Vista	Chip Seal	19/20	10 years
Valle Vista	Acacia-Acacia	Chip Seal	19/20	10 years
Auburn Ave.	Sierra Madre Blvd. – Grandview	Chip Seal	19/20	10 years
Highland Ave.	Auburn – Mt. Trail	Chip Seal	19/20	10 years
Grandview Ave.	Baldwin to Sycamore Place	Chip Seal	19/20	10 years
Santa Anita Ct.	Oak Meadow – Mt. Trail	Grind & cap	19/20	20 years
Oak Meadow	Cul-de-sac	Grind & cap	19/20	20 years
South Canon	Cul-de-sac	Grind & cap	19/20	20 years

**FINANCIAL REVIEW**

Project funding shall be from the city's SB1, Measure R, Measure M, Proposition C, funds and the City's General Fund CIP. As noted in the attached Resolution the project scope may be modified at the time the project is designed. Funding is estimated based on last FY's funding.

**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](http://www.cityofsierramadre.com).

Attachment:

**RESOLUTION NO. 19-12**

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2019-20 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City, will receive an estimated \$194,225 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

**WHEREAS**, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City used a Pavement Management System (2017 PCI) and visual inspections to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City maintain and rehabilitate eight streets/roads, throughout the City this year and numerous of similar projects into the future; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "excellent/good/at-risk/poor" condition with an overall rating of 73.6 and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a 86 PCI condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Sierra Madre, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of proposed projects will be funded in-part or solely with fiscal year 2019-20 Road Maintenance and Rehabilitation Account revenues:

Street	Limits	Treatment	Year Construction	Estimated Useful Life
Acacia St.	Foothill to Valle Vista	Chip Seal	19/20	10 years
Valle Vista	Acacia-Acacia	Chip Seal	19/20	10 years
Auburn Ave.	Sierra Madre Blvd. – Grandview	Chip Seal	19/20	10 years
Highland Ave.	Auburn – Mt. Trail	Chip Seal	19/20	10 years
Grandview Ave.	Baldwin to Sycamore Place	Chip Seal	19/20	10 years
Santa Anita Ct.	Oak Meadow – Mt. Trail	Grind & cap	19/20	20 years
Oak Meadow	Cul-de-sac	Grind & cap	19/20	20 years
South Canon	Cul-de-sac	Grind & cap	19/20	20 years

**PASSED AND ADOPTED** by the City Council of the City of Sierra Madre, State of California this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by the following vote:

**RESOLUTION NUMBER 19-11**

**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 \$127,971.32; Sierra Madre Library Warrants in aggregate amount of \$3,491.69; and Payroll Transfer in the aggregate amount of \$340,084.83 for the fiscal year ending June 30, 2019.

**APPROVED AND ADOPTED** this 23<sup>rd</sup> day of April, 2019.

\_\_\_\_\_  
Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 19-11 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 23<sup>rd</sup> day of April, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
City Clerk, City of Sierra Madre, California

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM#\_1E\_

**City of Sierra Madre  
Department of Finance  
Warrant Register Recap  
City Council Meeting of April 23, 2019**

**CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY**

City of Sierra Madre Warrants .....	\$127,971.32
Sierra Madre Library Warrants .....	\$3,491.69
Payroll Transfer.....	\$340,084.83

**Warrant Register 4/23/19****Attachment 1A**

Fiscal Year	Description	Amount	Page #
FY 1819	Manual Warrants	53,566.89	1-2
FY 1819	General Warrants - Utility Bills	4,607.41	3
FY 1819	General Warrants	69,797.02	4-7
	Total	127,971.32	

FY 1819	Library Warrants	3,491.69	8
	Total	3,491.69	

Date: 4/18/2019	Payroll #8 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	\$340,084.83	
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Packet: APPKT04513 - MAN40819  
Vendor Set: 01 - Vendor Set 01

Check Date: 04/09/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<a href="#">1497</a>	MOUNTAIN VIEWS NEWS				<b>1,007.65</b>
APBWEST	Check	<a href="#">CM1405500</a>	Publication of Notices	10000.12000.52206	1,007.65
<b>Report Total:</b>					<b>1,007.65</b>



Packet: APPKT04523 - MAN041191  
Vendor Set: 01 - Vendor Set 01

Check Date: 04/11/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<a href="#">VEN03072</a>	CA DEPT OF TAX AND FEE ADMINISTRATION				6,530.00
APBWEST	Check	<a href="#">INV024415</a>	017-772438	10000.00000.21003	6,530.00
<a href="#">VEN03195</a>	GREATAMERICA FINANCIAL SERVICES				891.92
APBWEST	Check	<a href="#">24517706</a>	LASERCARE HP MFP	60003.30000.53210	891.92
<a href="#">0833</a>	HOME DEPOT				588.15
APBWEST	Check	<a href="#">INV024407</a>	PW - FD Repairs	60000.83100.53208	161.64
		<a href="#">INV024408</a>	PW - FD Repairs	60000.83100.53208	303.28
		<a href="#">INV024409</a>	PW - Supplies	60000.83100.53208	76.58
		<a href="#">INV024410</a>	WD - Propane tank exchange	71000.81100.53205	43.73
		<a href="#">INV024416</a>	Finance Charge	60002.30000.54703	2.92
<a href="#">0312</a>	NEOPOST				25.16
APBWEST	Check	<a href="#">INV024414</a>	7900 04400. 8053 3890	60002.30000.54703	25.16
<a href="#">0384</a>	SOUTHERN CALIF. EDISON CO.				44,524.01
APBWEST	Check	<a href="#">INV024411</a>	2-03-661-3305 Service 3/05 - 4/03	60001.83200.55003	938.54
		<a href="#">INV024412</a>	2-01-194-6423 Service 3/01 - 4/01	32005.83500.55003	147.37
				32006.83000.55003	255.39
				32007.83000.55003	1,087.33
				38005.83500.55003	4,354.45
				60001.83200.55003	172.14
		<a href="#">INV024413</a>	2-03-752-0756 Service 3/08 - 4/08	32008.83000.55003	288.75
				38005.83500.55003	22.94
				60001.83200.55003	5,575.14
				71000.81100.55003	31,681.96
<b>Report Total:</b>					<b>52,559.24</b>



Packet: APPKT04529 - UB42319  
Vendor Set: 01 - Vendor Set 01

Check Date: 04/15/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<a href="#">0129</a>	AT&T				<b>500.11</b>
APBWEST	Check	<a href="#">INV024424</a>	818 291-0241 661 1	10000.50000.55005	500.11
<a href="#">VEN02792</a>	FRONTIER CALIFORNIA INC				<b>830.27</b>
APBWEST	Check	<a href="#">INV024417</a>	626-355-1414-092017-54 Service 4/01 - 4/30	60003.30000.55005	619.45
		<a href="#">INV024418</a>	626-355-0264-012498-5 Service 4/04 - 5/03	10000.50000.55005	210.82
<a href="#">VEN03086</a>	GC PIVOTAL LLC				<b>1,557.52</b>
APBWEST	Check	<a href="#">INV2083532</a>	Service 5/01 - 5/31	60003.30000.52200	1,557.52
<a href="#">0216</a>	THE GAS COMPANY				<b>357.72</b>
APBWEST	Check	<a href="#">INV024419</a>	166 518 7700 9 Service 3/08 - 4/08	60001.83200.55004	57.57
		<a href="#">INV024420</a>	195 918 7100 9 Service 3/08 - 4/07	60001.83200.55004	31.97
		<a href="#">INV024421</a>	168 618 7700 5 Service 3/08 - 4/08	60001.83200.55004	125.39
		<a href="#">INV024422</a>	135 191 3500 2 Service 3/11 - 4/09	60001.83200.55004	142.79
<a href="#">1439</a>	TIME WARNER CABLE				<b>1,361.79</b>
APBWEST	Check	<a href="#">0131806040119</a>	8448 30 022 0131806 Service 4/11 - 5/10	10000.50000.55005	477.43
		<a href="#">0137019032619</a>	8448 30 022 0137019 Service 4/06 - 5/05	60003.30000.52200	264.98
		<a href="#">0164625040219</a>	8448 30 022 0164625 Service 4/12 - 5/11	10000.50000.55005	219.42
		<a href="#">0192683031519</a>	8448 30 022 0192683 Service 3/25 - 4/24	10000.90000.52200	204.98
		<a href="#">0192691031519</a>	8448 30 022 0192691 Service 3/25 - 4/24	60003.30000.52200	194.98
<b>Report Total:</b>					<b>4,607.41</b>



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Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>0109</u>	AIRGAS USA				<b>174.02</b>
APBWEST	Check	<u>9961135721</u>	Medical Oxygen	10000.64000.53300	174.02
<u>VEN03256</u>	ALLISON LEANOS				<b>519.00</b>
APBWEST	Check	<u>2003608.001</u>	Security Deposit Refund	10000.00000.23200	519.00
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				<b>293.15</b>
APBWEST	Check	<u>534132895</u>	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
<u>1662</u>	ARNOLD'S FRONTIER HARDWARE - CS				<b>23.42</b>
APBWEST	Check	<u>090032</u>	Padlock and hardware	10000.70000.53999	23.42
<u>1553</u>	ARNOLD'S FRONTIER HARDWARE - Police				<b>63.82</b>
APBWEST	Check	<u>089590</u>	FY 18-19 BLANKET PO	10000.50000.53204	2.18
		<u>089754</u>	FY 18-19 BLANKET PO	10000.50000.53204	61.64
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE - PW				<b>847.91</b>
APBWEST	Check	<u>089616</u>	Misc Hardware and Station Supplies	10000.61000.53204	8.40
		<u>089626</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	10.39
		<u>089635</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	8.40
		<u>089659</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	31.17
		<u>089680</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	84.69
		<u>089688</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	12.33
		<u>089693</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	56.43
		<u>089694</u>	FY 18-19 WATER MAINTENANCE SUPPLIES	71000.81100.53200	69.83
		<u>089703</u>	Misc Hardware and Station Supplies	10000.61000.53204	3.16
		<u>089720</u>	Misc Hardware and Station Supplies	10000.61000.53204	8.08
		<u>089728</u>	Misc Hardware and Station Supplies	10000.61000.53204	30.62
		<u>089735</u>	Misc Hardware and Station Supplies	10000.61000.53204	60.31
		<u>089743</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	61.92
		<u>089744</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	31.21
		<u>089798</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	4.15
		<u>089800</u>	Misc Hardware and Station Supplies	10000.61000.53204	7.96
		<u>089817</u>	Misc Hardware and Station Supplies	10000.61000.53204	28.42
		<u>089834</u>	Misc Hardware and Station Supplies	10000.61000.53204	7.19
		<u>089850</u>	Misc Hardware and Station Supplies	10000.61000.53204	28.45
		<u>089852</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	35.07
		<u>089872</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	59.66
		<u>089881</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	14.55
		<u>089897</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	14.54
		<u>089906</u>	Misc Hardware and Station Supplies	10000.61000.53204	10.50
		<u>089910</u>	Misc Hardware and Station Supplies	10000.61000.53204	14.54
		<u>089950</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	8.75
		<u>089965</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	29.52
		<u>089980</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	4.15
		<u>090006</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	5.55
		<u>090016</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	7.21
		<u>090020</u>	FY 18-19 FACILITY MAINTENANCE SUPPLIES	60001.83200.53200	65.61
		<u>090029</u>	FY 18-19 STREET MAINTENANCE SUPPLIES	10000.83500.53206	10.93
		<u>090049</u>	Misc Hardware and Station Supplies	10000.61000.53204	14.22
<u>1200</u>	BLUE DIAMOND MATERIALS				<b>327.18</b>
APBWEST	Check	<u>1439305</u>	Sheet Asphalt	10000.83500.53206	108.00
		<u>1439394</u>	Emulsionh buckets/Sheet Asphalt	10000.83500.53206	219.18
<u>VEN03268</u>	BOB MURRAY & ASSOCIATES				<b>1,000.00</b>
APBWEST	Check	<u>8135</u>	Professional Services - Interim Police Chief	60007.70101.52100	1,000.00
<u>VEN02208</u>	CALIFORNIA BUILDING STANDARDS COMMISSION				<b>113.51</b>
APBWEST	Check	<u>INV024404</u>	2019 1st qtr special revolving fund payment	10000.00000.23206	113.51
<u>1727</u>	CHRIS CIMINO				<b>492.11</b>
APBWEST	Check	<u>INV024423</u>	Reimbursement - Leafue of CA Cities Conference	10000.82000.53402	492.11

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<a href="#">0169</a>	CITY ELECTRIC SUPPLY				2,549.47
APBWEST	Check	<a href="#">PDA/008447</a>	FD Bay Lighting supplies	60001.83200.56010	2,549.47
<a href="#">0171</a>	CLINICAL LABORATORY OF SAN BERNARDINO, INC.				1,730.00
APBWEST	Check	<a href="#">967986</a>	Water samples	71000.81100.52200	1,730.00
<a href="#">VEN02871</a>	CYBERREEF SOLUTIONS INC				304.78
APBWEST	Check	<a href="#">3091</a>	1 GB Data Plan Monthly-VZW Line	10000.50000.52200	304.78
<a href="#">1428</a>	DAN GINTER				356.50
APBWEST	Check	<a href="#">INV024400</a>	Retiree Health Reimbursement	60007.70100.51302	356.50
<a href="#">0190</a>	DECCO AWARDS INC				223.15
APBWEST	Check	<a href="#">19-11782</a>	Desk Name Plates	10000.11000.53999	223.15
<a href="#">1681</a>	DEPT OF CONSERVATION				236.74
APBWEST	Check	<a href="#">INV024429</a>	Strong motion/seismic hazard mapping fee	10000.00000.23206	236.74
<a href="#">0713</a>	DEPT OF JUSTICE				598.00
APBWEST	Check	<a href="#">366907</a>	FY 18-19 BLANKET PO	10000.50000.52200	598.00
<a href="#">VEN03180</a>	DICKS AUTO SUPPLY				297.54
APBWEST	Check	<a href="#">166347</a>	Vehicle maintenance supplies	60000.83100.53208	185.31
		<a href="#">166612</a>	Vehicle maintenance supplies	60000.83100.53208	48.72
		<a href="#">166754</a>	Vehicle maintenance supplies	60000.83100.53208	63.51
<a href="#">VEN01935</a>	DIVISION OF THE STATE ARCHITECT				287.60
APBWEST	Check	<a href="#">INV024393</a>	2019 1st Quarter Disability Access & Ed Fee	10000.00000.23400	287.60
<a href="#">VEN02997</a>	DYNAMIC BUILDING MAINT INC				2,919.00
APBWEST	Check	<a href="#">23</a>	FY18-19 DYNAMIC BUILDING MAINTENANCE	60001.83200.52200	2,919.00
<a href="#">VEN02986</a>	EKCOS INNOVATIONS				1,253.22
APBWEST	Check	<a href="#">EKCOS-12208</a>	Cartridge replacement kit	60001.83200.53200	1,253.22
<a href="#">VEN01177</a>	EYEMED				11.49
APBWEST	Check	<a href="#">INV024396</a>	#9810110 - City of Sierra Madre/R. Enriquez	60007.00000.21603	11.49
<a href="#">VEN01613</a>	GANAHL LUMBER COMPANY				9.08
APBWEST	Check	<a href="#">141147095</a>	Towels	60001.83200.53200	9.08
<a href="#">1639</a>	GMS ELEVATOR SERVICES INC				87.50
APBWEST	Check	<a href="#">96265</a>	FY 18-19 ELEVATOR MAINTENANCE	60001.83200.52200	87.50
<a href="#">VEN03245</a>	HAPPYORNOT AMERICAS INC				3,650.00
APBWEST	Check	<a href="#">INV-US02987</a>	Smiley Touch Devices-Satisfaction measuement	60002.30000.53999	3,650.00
<a href="#">0241</a>	HINDERLITER, DE LLAMAS & ASSOC				315.57
APBWEST	Check	<a href="#">0030663-IN</a>	Contract Services - Sales Tax 1st Qtr	60002.30000.52100	315.57
<a href="#">1359</a>	HIRERIGHT, LLC				129.74
APBWEST	Check	<a href="#">HO151778</a>	Background Screening Services	60007.70101.52100	129.74
<a href="#">VEN01500</a>	INLAND WATER WORKS SUPPLY CO.				3,764.89
APBWEST	Check	<a href="#">S1021832.001</a>	Distribution supplies	71000.81100.53200	1,783.40
		<a href="#">S1022172.001</a>	Distribution supplies	71000.81100.53200	1,943.63
		<a href="#">S1022172.002</a>	Distribution supplies	71000.81100.53200	37.86
<a href="#">0937</a>	INTERSTATE BATTERY SYSTEM OF				114.35
APBWEST	Check	<a href="#">50144963</a>	Vehicle #5116	60000.83100.53208	114.35
<a href="#">VEN03257</a>	JACOB COURTNEY				519.00
APBWEST	Check	<a href="#">2003610.001</a>	Security Deposit Refund	10000.00000.23200	519.00
<a href="#">1796</a>	JESS RANCH DEVELOPMENT CO INC				2,450.00
APBWEST	Check	<a href="#">1927</a>	Rainbow Trout for Huck Finn Day	10000.79006.52999	2,450.00
<a href="#">1044</a>	JESSE TORIBIO				178.25
APBWEST	Check	<a href="#">INV024399</a>	Retiree Health Reimbursement	60007.70100.51302	178.25
<a href="#">1156</a>	JOHN FORD				249.55
APBWEST	Check	<a href="#">INV024403</a>	Retiree Health Reimbursement	60007.70100.51302	249.55
<a href="#">0397</a>	KEVORK TCHARKHOUTIAN				6,280.00
APBWEST	Check	<a href="#">201-03D</a>	FY 18-19 CITY ENGINEER SERVICES	10000.82000.52100	5,480.00
		<a href="#">2019-03R</a>	CITY ENGINEER RETAINER	10000.82000.52100	800.00
<a href="#">VEN03249</a>	KEYSTONE RIDGE DESIGNS INC				1,726.00
APBWEST	Check	<a href="#">0000020987</a>	Cast Plague/Pullman, Bench Back	10000.70000.53999	1,726.00
<a href="#">1717</a>	LACMTA				300.00
APBWEST	Check	<a href="#">103503</a>	Senior Disable Tap Cards	37006.72000.52200	90.00
		<a href="#">103503a</a>	Senior Disable Tap Cards	37004.70000.52001	210.00
<a href="#">VEN01628</a>	LAW ENFORCEMENT MEDICAL SERVICES, INC				110.00
APBWEST	Check	<a href="#">14256</a>	Blood withdrawal	10000.50000.53304	110.00
<a href="#">0640</a>	LIFE-ASSIST INC.				844.87

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
	APBWEST	Check	<a href="#">911980</a>	Paramedic Medical Supplies	10000.64000.53300	844.87
<a href="#">VEN01660</a>	LISA VOLPE					<b>285.20</b>
	APBWEST	Check	<a href="#">INV024402</a>	Retiree Health Reimbursement	60007.70100.51302	285.20
<a href="#">1065</a>	MAIL BOX & POSTAL					<b>8.65</b>
	APBWEST	Check	<a href="#">15386</a>	FY 18-19 BLANKET PO	10000.50000.53101	8.65
<a href="#">VEN01176</a>	METLIFE SMALL MARKET					<b>129.82</b>
	APBWEST	Check	<a href="#">INV024397</a>	KM053666-0001 City of Sierra Madre	60007.00000.21603	129.82
<a href="#">VEN03265</a>	MYSIDEWALK INC					<b>9,000.00</b>
	APBWEST	Check	<a href="#">31301</a>	Sierra Madre's share of LAFCO process	10000.32000.52200	9,000.00
<a href="#">VEN03263</a>	NADEJDA MESHKOVA					<b>519.00</b>
	APBWEST	Check	<a href="#">2003615.001</a>	Security Deposit Refund	10000.00000.23200	519.00
<a href="#">0786</a>	OFFICE DEPOT, INC					<b>1,284.60</b>
	APBWEST	Check	<a href="#">212498727001</a>	Return	10000.50000.53100	-333.75
			<a href="#">213350856001</a>	Return	10000.50000.53100	-142.34
			<a href="#">213360970001</a>	Return	10000.50000.53100	-142.34
			<a href="#">2147325530001</a>	Return	10000.50000.53100	-444.99
			<a href="#">229196191001</a>	Office Supplies	60002.30000.53100	19.92
			<a href="#">232278672001</a>	Return	60002.30000.53100	-19.92
			<a href="#">291377978001</a>	Planning supplies	10000.40000.53100	177.66
			<a href="#">291385366001a</a>	Office Supplies	10000.40000.53100	14.88
					10000.70000.53100	24.09
			<a href="#">29138536601</a>	Office Supplies	60002.30000.53100	18.88
			<a href="#">292443981001</a>	Office Supplies	10000.11000.53999	58.37
					10000.40000.53100	191.36
			<a href="#">292456067001</a>	Office Supplies	10000.40000.53100	15.76
			<a href="#">294887694001</a>	Office Supplies	60002.30000.53100	88.59
			<a href="#">294898422001</a>	Office Supplies	60002.30000.53100	100.78
			<a href="#">297909900001</a>	Planning - Filing Cabinets	10000.40000.53100	1,498.93
			<a href="#">297910376001</a>	Planning Office Supplies	10000.40000.53100	158.72
<a href="#">VEN02634</a>	P. F. SERVICES INC					<b>4,676.39</b>
	APBWEST	Check	<a href="#">15564</a>	Valve Repair	60000.83100.53208	1,062.50
			<a href="#">15629</a>	Valve Repair	60000.83100.53208	3,613.89
<a href="#">0323</a>	PASADENA HUMANE SOCIETY					<b>2,484.08</b>
	APBWEST	Check	<a href="#">APR2019CtvSM</a>	FY 18-19 BPO- ANIMAL CONTROL	10000.50000.52004	2,484.08
<a href="#">VEN01608</a>	PHOENIX GROUP INFORMATION SYSTEMS					<b>2,050.81</b>
	APBWEST	Check	<a href="#">022019200</a>	FY 18-19 BPO- PARKING CITATION SVCS	10000.50000.52200	2,050.81
<a href="#">VEN03262</a>	POSSIBLE PRODUCTIONS					<b>1,774.00</b>
	APBWEST	Check	<a href="#">INV024392</a>	Security Deposit Refund	10000.00000.23001	1,774.00
<a href="#">0360</a>	QUINN COMPANY					<b>313.17</b>
	APBWEST	Check	<a href="#">PC810847025</a>	Vehicle maintenance supplies	60000.83100.53208	205.46
			<a href="#">PC810847026</a>	Vehicle maintenance supplies	60000.83100.53208	107.71
<a href="#">VEN02937</a>	RCI IMAGE SYSTEMS					<b>3,387.32</b>
	APBWEST	Check	<a href="#">76102</a>	FY 18-19 Document Scanning Services	10000.40000.52200	3,328.69
			<a href="#">76103</a>	FY 18-19 Document Scanning Services	10000.40000.52200	58.63
<a href="#">1113</a>	RUBEN ENRIQUEZ					<b>356.50</b>
	APBWEST	Check	<a href="#">INV024398</a>	Retiree Health Reimbursement	60007.70100.51302	356.50
<a href="#">0378</a>	SMART & FINAL					<b>220.93</b>
	APBWEST	Check	<a href="#">3056650045859</a>	Huck Finn Derby	10000.79006.52999	133.74
			<a href="#">3056650046461</a>	Huck Finn Campout	10000.79006.52999	21.99
			<a href="#">3056650046462</a>	Senior birthday Celebration	37006.72000.53999	5.99
			<a href="#">3056650052677</a>	Interview Panel Supplies	60007.70100.53999	59.21
<a href="#">VEN02218</a>	SOCIETY FOR HUMAN RESOURCE MANAGEMENT					<b>209.00</b>
	APBWEST	Check	<a href="#">INV024395</a>	Memership 01830621	60007.70100.53409	209.00
<a href="#">2016</a>	STEVE POCK					<b>356.50</b>
	APBWEST	Check	<a href="#">INV024401</a>	Retiree Health Reimbursement	60007.70100.51302	356.50
<a href="#">1792</a>	TARGETSOLUTIONS LEARNING LLC					<b>2,865.00</b>
	APBWEST	Check	<a href="#">TSINV29896</a>	TRAINING SOFTWARE	10000.61000.52100	2,865.00
<a href="#">0399</a>	TELETRONIC ALARM SYSTEMS					<b>62.00</b>
	APBWEST	Check	<a href="#">INV024406</a>	FY 18-19 LIBRARY ALARM MONITORING SERVICE	60001.83200.52200	62.00
<a href="#">VEN02863</a>	THE COUNSELING TEAM INTERNATIONAL					<b>300.00</b>
	APBWEST	Check	<a href="#">71835</a>	Psychological Assessment	60007.70101.52100	300.00

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<a href="#">VEN01116</a>	THE STANDARD INSURANCE				192.15
APBWEST	Check	<a href="#">INV024394</a>	P/T Employee EAP Premium	10000.61000.51303	192.15
<a href="#">0403</a>	TRIANGLE TRUCK PARTS				<b>31.21</b>
APBWEST	Check	<a href="#">333382</a>	Vehicle #5106	60000.83100.53208	31.21
<a href="#">VEN02639</a>	TURNOUT MAINTENANCE COMPANY				<b>240.00</b>
APBWEST	Check	<a href="#">20470</a>	Uniform Cleanig/Repair	10000.61000.52302	240.00
<a href="#">1799</a>	TYLER TECHNOLOGIES INC				<b>1,226.25</b>
APBWEST	Check	<a href="#">025-254797</a>	FY 18-19 BPO MONTHLY FEES	71000.32000.52200	981.00
				72000.32000.52200	245.25
<a href="#">0410</a>	UNDERGROUND SERVICE ALERT				<b>93.65</b>
APBWEST	Check	<a href="#">18dsbfee1722</a>	State Regulatory Fees	71000.81100.52200	44.05
		<a href="#">320190662</a>	March	71000.81100.52200	49.60
<a href="#">1390</a>	VALLEY POWER SYSTEMS				<b>2,380.38</b>
APBWEST	Check	<a href="#">INV024405</a>	FY 18-19 FD Vehicle testing and repairs	60000.83100.52200	2,380.38
<b>Report Total:</b>					<b>69,797.02</b>



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Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0132</u>	BAKER & TAYLOR, INC.				<b>1,656.39</b>
APBWEST	Check	<a href="#">4012455307</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	252.79
		<a href="#">4012495298</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	197.48
		<a href="#">4012495299</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	36.00
		<a href="#">4012499585</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	169.39
		<a href="#">4012499586</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	7.49
		<a href="#">4012501672</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	670.60
		<a href="#">4012501673</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	33.67
		<a href="#">4012503705</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	216.60
		<a href="#">4012503706</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	5.35
		<a href="#">T01500120</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	57.41
		<a href="#">T01977760</a>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	9.61
<u>0786</u>	OFFICE DEPOT, INC				<b>110.05</b>
APBWEST	Check	<a href="#">285242549001</a>	OFFICE SUPPLIES	10000.90000.53100	67.92
		<a href="#">285248342001</a>	OFFICE SUPPLIES	10000.90000.53100	9.84
		<a href="#">289915356001</a>	OFFICE SUPPLIES	10000.90000.53100	32.29
<u>VEN01043</u>	OVERDRIVE INC				<b>188.48</b>
APBWEST	Check	<a href="#">01148CO19065892</a>	eBooks (2018-19)	39006.90000.53406	188.48
<u>1578</u>	PETTY CASH FUND-LIBRARY				<b>36.77</b>
APBWEST	Check	<a href="#">INV024425</a>	Teen Supplies	39006.90000.53999	6.27
		<a href="#">INV024426</a>	Adult Book Club Supplies	39006.90000.53999	5.79
		<a href="#">INV024427</a>	OBOC Supplies	39006.90000.53999	18.53
		<a href="#">INV024428</a>	Adult Craft Supplies	39006.90000.53999	6.18
<u>1163</u>	RECORDED BOOKS, LLC				<b>1,500.00</b>
APBWEST	Check	<a href="#">76197585</a>	Zinio Value Collection	10000.90000.52200	1,500.00
<b>Report Total:</b>					<b>3,491.69</b>



# 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

INTIATED BY: Teresa Highsmith, City Attorney  
Chris Cimino, Public Works Director *CC*

DATE: April 23, 2019

**SUBJECT: Consideration of Resolution 19-14 Applying the California Vehicle Code and Title 10 of the Sierra Madre Municipal Code to Certain Described Privately-Owned and Maintained Roads**

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## **RECOMMENDATION**

It is recommended that the City Council:

1. Open a public hearing and take testimony from any interested persons and/or the public.
2. Adopt Resolution No. 19-14 applying the provisions of the California Vehicle Code and Title 10 (Vehicles & Traffic) of the Sierra Madre Municipal Code to certain privately-owned and maintained roads generally held open for use by the public for purposes of vehicular travel.

## **ALTERNATIVES**

1. The Council may limit application of the Vehicle Code and Title 10 of the Sierra Madre Municipal Code to fewer roads than those described in draft Resolution 19-14 (by directing the Clerk to strike through those it wishes to exempt).
2. The Council may defer consideration of the matter and continue the public hearing to the next meeting.

## **SUMMARY**

There are numerous roads within the jurisdictional boundaries of the City which are privately owned and maintained, but which still provide necessary access to properties

Resolution 19-14 Applying California Vehicle Code and Title 10 of the Sierra Madre Municipal Code to Certain Privately-Owned and Maintained Roads

April 23, 2019

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located along the private roads and for public travel upon the private roads. Because the roads are privately owned, the City has no authority to enforce the provisions of the California Vehicle Code and local traffic regulations against potential violators who may otherwise drive at excessive speeds, park illegally, or block access to other owners or public safety vehicles, including police, fire and paramedics.

In the interest of protecting the health, safety and welfare of City residents, the City Council may consider approving a Resolution authorizing the application of the California Vehicle Code and City Municipal Code regulations regarding vehicles and traffic to private roads, as specified in the Resolution. The proposed action would permit the City to enforce traffic violations on private roads, thereby increasing neighborhood safety, and prohibiting obstructions over the roads which would otherwise impede the access of other owners and public safety and emergency response, such as police, paramedic and fire suppression. The proposed action would not convert the private road to a "public" road, nor create a City obligation to maintain the private road.

### **ANALYSIS**

The California Vehicle Code ("CVC") authorizes law enforcement officers and others properly certified to enforce traffic laws upon public roads and highways. The same authorization does not extend to private roads in the absence of an enactment by the City of an ordinance or resolution pursuant to CVC section 21107.5, which provides:

"21107.5

*(a) Any city or county may, by ordinance or resolution, find and declare that there are privately owned and maintained roads as described in the ordinance or resolution within the city or county that are generally held open for use by the public for vehicular travel and which so connect with highways that the public cannot determine that the roads are not highways. Upon enactment by a city or county of the ordinance or resolution, this code shall apply to the privately owned and maintained road, except as provided in subdivision (b)."*

Subdivision (b) excludes private roads that are clearly posted (with signage visible from 100 feet) as privately-owned and maintained and not subject to public traffic regulations or control. None of the private roads described in the Resolution are subject to this exclusion.

Sierra Madre Municipal Code, Title 10, entitled "Vehicles & Traffic," establishes those provisions determined by the City Council to be necessary for the protection of the health, safety and welfare of the public.

City Council action per CVC § 21107.5 will support the health, safety and welfare of the public by ensuring the Police Department's authority to enforcement of the California Vehicle Code and Title 10 of the Sierra Madre Municipal Code ("SMMC") on the roads,

Resolution 19-14 Applying California Vehicle Code and Title 10 of the Sierra Madre Municipal Code to Certain Privately-Owned and Maintained Roads

April 23, 2019

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courts, lanes, and streets designated herein. Additionally, application of the California Vehicle Code and Title 10 of the Sierra Madre Municipal Code will facilitate access by the Sierra Madre Fire Department across the private road.

Staff has examined the roads designated herein and determined they meet the criteria of CVC § 21107.5(a), as they have never been dedicated to the City and are privately maintained roads that are generally held open for use by the public for vehicular travel and are so connected with highways that the public cannot determine that they are not highways. (Section 360 of the CVC defines a “highway” as a publicly maintained road open to the use of the public for vehicular traffic.) Additionally, none of these roads has been posted with signage stating that the road is privately owned, privately maintained and not subject to public traffic regulations or control.

By approving the attached resolution, the Council would confirm the authority—but not the mandate—of California law enforcement officers, including police officers of the City of Sierra Madre and those authorized by the Chief of Police pursuant to Section 10.12.010 of the SMMC, to enforce all CVC and SMMC vehicular, traffic, and parking regulations on the following private roads:

Baldwin Court  
Chapparral Road  
Coburn Avenue  
Michillinda Way  
Monte Vista Lane  
Mt. Wilson Trail Road  
Nathanial Terrace  
Olive Tree Lane  
Olvera Lane  
Sunnyside Lane  
Sunrise Hill

Without the proposed resolution, City law enforcement officers would not be authorized to enforce unsafe parking and driving practices or to prevent unauthorized traffic and road obstructions, which can obstruct public safety vehicles (including paramedic and fire suppression response).

**FINANCIAL REVIEW**

Staff predicts little to no financial impact from the increased costs of patrolling and enforcing the CVC and Title 10 of the SMMC on the private roads designated herein. There is no increase in road maintenance costs, as the roads would remain private.

Resolution 19-14 Applying California Vehicle Code and Title 10 of the Sierra Madre  
Municipal Code to Certain Privately-Owned and Maintained Roads

April 23, 2019

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**PUBLIC NOTICE PROCESS**

Notice of the public hearing was sent to residents along and/or adjacent to the designated roads. This item has also been noticed through the regular agenda notification process. Copies of the report are available via the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), at the City Hall public counter, and the Sierra Madre Public Library.

**Attachments**

1. Proposed Resolution 19-14

**RESOLUTION NO. 19-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPLYING THE PROVISIONS OF THE CALIFORNIA VEHICLE CODE AND TITLE 10 (VEHCILES & TRAFFIC) OF THE SIERRA MADRE MUNICIPAL CODE TO CERTAIN PRIVATELY-OWNED AND MAINTAINED ROADS**

**WHEREAS**, California Vehicle Code Section 21107.5 authorizes a city to adopt a resolution, following a public hearing, finding and declaring that certain privately-owned and maintained roads are so connected with public streets or highways that the public cannot determine that the private roads are not open for public use; and

**WHEREAS**, upon adoption of such a resolution, the provisions of the California Vehicle Code become applicable to and enforceable on those roads; and

**WHEREAS**, on April 23, 2019, the City Council held a duly noticed public hearing and considered evidence presented by staff and other interested parties.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA DOES RESOLVE AS FOLLOWS:**

**SECTION 1.** It is found and declared that the privately-owned roads designated herein are generally held to be open for public use by the public for purposes of vehicular travel and are so connected to highways that the public cannot determine that such roads are not public streets or highways.

**SECTION 2.** It is found and declared that the public health, safety and welfare would be best served by applying California Vehicle Code Section 21107.5 to the private roads designated herein.

**SECTION 3.** Written notice to the owners of the private roads designated herein as required by law was given at least 10 days prior to the public hearing.

**SECTION 4.** A public hearing on this Resolution was held by the City Council pursuant to law on April 23, 2019.

**SECTION 5.** Upon adoption of this Resolution and except as described in California Vehicle Section 21107.5(b), the provisions of the California Vehicle Code and of Title 10 (Vehicles & Traffic) of the City of Sierra Madre Municipal shall apply to the following private roads:

Baldwin Court  
Chaparral Road  
Coburn Avenue  
Michillinda Way  
Monte Vista Lane  
Mt. Wilson Trail Road  
Nathaniel Terrace  
Olive Tree Lane  
Olivera Lane  
Sunnyside Lane  
Sunrise Hill

**SECTION 6.** The private roads designated in Section 5, above, shall remain private.

Passed, Approved and Adopted on the 23rd day of April, 2019.

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Mayor, City of Sierra Madre

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City of Sierra Madre City Council on the 23rd day of April, 2019 by the Sierra Madre City Council following a roll call vote:

Ayes

Noes

Absent

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Sue Spears  
City Clerk, City of Sierra Madre



# 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: April 23, 2019

SUBJECT: ADOPTION OF ORDINANCE 1412 PROVIDING GENERAL CLEAN-UP OF VARIOUS CODE SECTIONS OF THE SMMC INCLUDING TITLE 10-VEHICLES AND TRAFFIC TO AMEND PARKING RESTRICTIONS FOR COMMERCIAL AND RECREATIONAL VEHICLES, 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, EXCLUDING APPLICATIONS FOR DISCRETIONARY DESIGN REVIEW FOR REASONABLE ACCOMMODATION APPLICATIONS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE R-1 AND R-2 ZONING DISTRICTS.

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## **RECOMMENDATION**

Staff recommends the City Council introduce and give first reading of Ordinance 1412 by title only, waiving further reading to amend Title 10 and Title 17 of the Sierra Madre Municipal Code providing general cleanup of various code sections contained therein.

## **ALTERNATIVES**

1. Adopt Ordinance 1412, providing general clean-up of various sections in the Sierra Madre Municipal Code.
2. Adopt Ordinance 1412 with modifications.
3. Retain the language in the Sierra Madre Municipal Code as presently codified.
4. Provide direction to staff.

## **SUMMARY**

This ordinance is part of a general effort to amend sections of the Sierra Madre Municipal Code with the intent to achieve consistency and clarity in various chapters included within Title 10 “Vehicles and Traffic” and Title 17 “Zoning.”

The Municipal Code Text Amendments accomplish the following: To clearly define parking restrictions for commercial and recreational vehicles; to achieve consistency in notification procedures for ministerial and discretionary applications; to utilize the Department of Parks and Recreation (DPR Series 523) Forms to determine historic eligibility for structures 75 years of age and older and requiring architectural historians preparing such reports to be certified by the Secretary of the Interior’s Standards; excluding applications for discretionary design review for reasonable accommodation applications, and establishing driveway width standards in the R -1 (One-Family Residential) and R-2 (Two-family residential) zoning districts.

Staff recommends that the City Council adopt the proposed Municipal Code Text Amendments to update the City’s standards and rules for noticing, reviewing, and processing various ministerial and discretionary applications. The proposed amendments are intended to ensure consistency throughout all aspects of the Sierra Madre Municipal Code. A draft of Ordinance 1412 is attached herein as Exhibit A for City Council consideration.

## **ANALYSIS**

### **SECTION 1 – Section 10.04.165 (“Recreational vehicle”)**

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

“Recreational vehicle” means a wheeled vehicle, ~~required by the State to have a vehicular registration,~~ built on a chassis that can be towed, hauled or driven and primarily designed ~~as a temporary dwelling~~ 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 2 – Section 10.24.310 (“Parking commercial and recreational vehicles”)**

The amendment restricts commercial and recreational vehicles seven feet or greater from parking in any residential district except for loading and unloading purposes. The amendment reads as follows:

No person shall park any commercial and 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; or (b) when such vehicle is parked in connection with, and in 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.

**Section 3 – 17.20.121 (“Landscaping and paving in front yard”)**

The amendment includes a new reference to “standard driveway width” serving a residential zone which shall be in accordance with Exhibit D in Chapter 17.68 “Parking.” The amendment also eliminates the requirements describing “minimum standards for circular driveways” and reinstates such requirement in Section 10 below – Section 17.68.070 (“Standards for Development”).

**Section 4 – 17.22.140 (“Permit process”) for Second Units**

The amendment omits the twenty day mailed notification requirement within a 300-foot radius for the conversion or new construction of second units and includes a new requirement for a posted sign notice to be placed on the property for a period of fourteen calendar days.

**Section 5 – 17.60.025 (“Minor variances”)**

For projects requiring a minor variance, the amendment omits the provision to obtain signatures from property owners abutting the project site and across the street and omits the ten-day mailed notification requirement within a 150-foot radius. The new procedure will require a posted sign notice to be placed on the property and a mailed notice within a 300-foot radius 14-days prior to a decision to provide notification that an application is being filed for a minor variance.

**Section 6 – 17.60.056.D – Procedure**

Is amended to require an architectural historian certified by the Secretary of the Interior’s Standards to prepare a written historic assessment or survey for properties 75 years of age or older seeking building and planning entitlements.

**Section 7 – 17.60.100.H.1.a and b (“Burden of proof on applicant”)**

Is amended to require a historic resource evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms for buildings not eligible for designation.

If a building is deemed eligible for local listing the project proceeds with a full historical resource evaluation report with identified mitigation measures. The amendment is provided below:

H. Burden of Proof on Applicant. Before any demolition permit is granted, the application shall show, to the reasonable satisfaction of the body considering such matter, the existence of the following facts:

1. That the structure proposed for demolition:
  - a. Has no local, state or national historic significance as determined by the historic resources ~~survey~~ evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms pursuant to subsection D above; or
  - b. Is deemed to be eligible for local listing or designation under the California Historic Resource Codes 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted, and/or a historical resources evaluation report with analysis of proposed alternations to determine if a proposed project would result in a substantial adverse change to a historical resource as defined in Section 15064.5(b) of the State California Environmental Quality Act (CEQA) Guidelines, identified mitigation measures, has been prepared that will allowing the project to proceed; with a certificate of appropriateness applicable permit requirements including, but not limited to: construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document or the historical resources evaluation report; or

#### **SECTION 8.** Amending Chapter 17.61.030 (“Reasonable Accommodation”)

The amendment excludes applications for reasonable accommodation from design review as follows:

**Concurrent Review.** A request for reasonable accommodation submitted for concurrent review with another discretionary land use application shall be reviewed by the authority reviewing the discretionary land use application excluding applications for discretionary design review. The written determination on whether to grant or deny the request for reasonable accommodation shall be made by the review authority in compliance with the applicable review procedure for the discretionary review. The written determination to grant or deny the request for

reasonable accommodation shall be made in accordance with Section 17.61.040 of this section.

**SECTION 9 – Section 17.68.070 (“Standards for development”)**

The amendment to the standards for all parking facilities provides a reference to “Exhibit D – Minimum Backup Distance for Garages at Rear of lot.”

**SECTION 10 – Section 17.68.070 (“Standards for Development”)**

The amendment adds new Subsection V (“Driveway width”) and Subsection W (“Minimum standards for circular driveways”). Driveway width establishes a minimum driveway width as described in Exhibit D of Section 17.68 “Parking.” Minimum standards for circular driveways is relocated from Section 3. The amendment is provided below:

V. Driveway Width. The standard width of a driveway serving a residential use in the R-1 and R-2 zones shall be as follows:

1. The minimum width for a standard driveway shall be not less than ten feet uniform width for garages located at the rear of a lot and shall be totally unobstructed in accordance with Section 17.68 “Parking.”
2. The maximum width for a standard driveway for a one-car garage located at or near the front setback shall be not less than ten feet uniform width.
3. The maximum width for a standard driveway for a two-car garage located at or near the front setback shall not be less than twenty feet uniform width.

W. Minimum Standards for Circular Driveways.

1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty-five feet have been provided.
2. Minimum lot width shall be eighty feet.
3. Driveway width shall not exceed twelve feet.
4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.
5. The development services and public works departments shall review and approve the propose driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.

**FINANCIAL REVIEW**

There is no fiscal impact from preparing the proposed general ordinance cleanup, as the staff costs are provided for in the adopted budget.

### **CEQA FINDINGS**

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](http://www.cityofsierramadre.com).

#### **Attachments:**

Attachment A – Ordinance 1412

**ORDINANCE NO. 1412**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA AMENDING TITLE 10 (“VEHICLES AND TRAFFIC”) OF THE SIERRA MADRE MUNICIPAL CODE BY AMENDING CHAPTER 10.04 (“DEFINITIONS”) SECTION 10.04.165 (“RECREATIONAL VEHICLE”) BY ADDING UTILITY TRAILERS TO THE DEFINITION, AND AMENDING CHAPTER 10.24 (“STOPPING STANDING AND PARKING”); AMENDING SECTION 10.24.310 (“PARKING COMMERCIAL AND RECREATIONAL VEHICLES IN RESIDENTIAL DISTRICTS”) BY OMITTING FIVE HOUR TIME LIMIT RESTRICTION; AMENDING TITLE 17 (“ZONING”) OF THE SEIRRA MADRE MUNICIPAL CODE AMENDING CHAPTER 17.20 (“R-1 ONE-FAMILY RESIDENTIAL ZONE”) SUBSECTION B OF SECTION 17.20.121 (“LANDSCAPING AND PAVING IN FRONT YARD”) BY DELETING (“MINIMUM STANDARDS FOR CIRCULAR DRIVEWAYS”) AND ADDING (“STANDARD DRIVEWAY WIDTH”); AMENDING CHAPTER 17.22 (“SECOND UNITS”) AMENDING SECTION 17.22.140 (“PERMIT PROCESS”) BY OMITTING 300-FOOT NOTIFICATION REQUIREMENT AND ADDING POSTED SIGN NOTICE; AMENDING CHAPTER 17.60 (“VARIANCES AND DISCRETIONARY PERMITS”), SECTION 17.60.025 (“MINOR VARIANCES”) BY REQUIRING A POSTED SIGN NOTICE AND 14 DAY NOTIFICATION PERIOD; AMENDING CHAPTER 17.60 (“VARIANCES AND DISCRETIONARY PERMITS”) SUBSECTION D (“PROCEDURE”) OF SECTION 17.60.56 (“DISCRETIONARY DEMOLITION PERMIT”) ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS; AMENDING CHAPTER 17.68 (“PARKING”) SUBSECTION 17.68.070.A (“STANDARDS FOR DEVELOPMENT”) TO REFERENCE EXHIBIT D BACKUP DISTANCES FOR DRIVEWAY AT REAR OF LOT; AMENDING CHAPTER 17.60.100 (“VARIANCES AND DISCRETIONARY PERMITS”) SUBSECTION H (“BURDEN OF PROOF ON APPLICANT”) REQUIRING CALIFORNIA DEPARTMENT OF PARKS AND RECREATION EVALUATION FORMS TO DETERMINE PROJECT ELIGIBILITY AND ALLOWING PROJECT TO PROCEED WITH APPLICABLE PERMIT REQUIREMENTS; AMENDING CHAPTER 17.61 (“REASONABLE ACCOMMODATION”) SUBSECTION B (“CONCURRENT REVIEW”) OF SECTION 17.61.060 (“REVIEW AUTHORITY”) TO EXCLUDE DESIGN REVIEW FROM DISCRETIONARY APPLICATIONS, AND AMENDING CHAPTER 17.68 (“PARKING”) SUBSECTION A OF 17.68.070 (“STANDARDS FOR DEVELOPMENT”), ADDING (“NEW SUBSECTION V (“DRIVEWAY WIDTH”) AND SUBSECTION W (“MINIMUM STANDARDS FOR CIRCULAR DRIVEWAYS”)**

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

**SECTION 1.** Section 10.04.165 (“Recreational vehicle”) of Chapter 10.04 (“Definitions”), of Title 10 (“Vehicles and Traffic”) is hereby amended to read as follows:

10.04.165 – Recreational vehicle.

“Recreational vehicle” means a wheeled vehicle, ~~required by the State to have a vehicular registration,~~ built on a chassis that can be towed, hauled or driven and primarily designed ~~as a temporary dwelling~~ 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 2.** Section 10.24.310 (“Parking commercial and recreational vehicles in residential districts”) of Chapter 10.24 (“Stopping, Standing and Parking”), of Title 10 (“Vehicles and Traffic”) is hereby amended to read as follows:

10.24.310 - Parking commercial and recreational vehicles in residential districts.

No person shall park any commercial and 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; or (b) when such vehicle is parked in connection with, and in 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.

**SECTION 3.** Section 17.20.121 (“Landscaping and paving in front yard”) of Chapter 17.20 (“R-1 One-Family Residential Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

**17.20.121 - Landscaping and paving in front yard.**

A. Landscaping. A minimum of fifty percent of the front yard area shall be landscaped. Landscaping shall include plant materials such as trees, shrubs, vines, ground covers, flowers, and lawn, and shall exclude areas such as driveways, walkways, landings, porches, patios and similar areas.

B. Standard Driveway Width. The standard width of a driveway serving a residential use shall be in accordance with Section 17.68 “Parking.”

~~B. Minimum Standards for Circular Driveways.~~

- ~~1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty-five feet have been provided.~~
- ~~2. Minimum lot width shall be eighty feet.~~
- ~~3. Driveway width shall not exceed twelve feet.~~
- ~~4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.~~

~~5. The development services and public works departments shall review and approve the propose driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.~~

**SECTION 4.** Section 17.22.140 (“Permit process”) of Chapter 17.22 (“Second Units”) of Title 17 (“Zoning”), is amended herein to read as follows:

**17.22.140 - Permit process.**

All proposed second dwelling units are subject to review for compliance with the terms of this chapter by the director of Planning and Community Preservation. A second unit application must be submitted to the city along with the appropriate fee as established by the city council by resolution in accordance with applicable law, ~~and a list, in a form required by the city for property owner notifications, of property owners within a three hundred foot radius of the property on which the second unit is proposed. Property owners within a three hundred-foot radius of the property for which a new second dwelling application is made shall be notified in writing of the second dwelling unit application at least twenty days prior to the date of the director's action on the second unit permit application. Posted signage shall be placed on the property describing the proposed project in accordance with Section 17.60.100B; however, references therein to the planning commission's decision shall be interpreted as the director's decision on a second unit permit.~~ The director shall complete the review of the application for a second unit permit within thirty days of receipt of a complete submission. Review of, and the denial of or granting of, an application for a second unit permit by the city is a ministerial action. The director shall not approve an application for a second unit permit or issue a second unit permit unless the proposed second unit complies with the requirements of this chapter. The decision of the director shall be final and conclusive. An applicant who obtains a second unit permit shall be required to obtain a building permit for the second unit. This chapter is not intended to amend the California Environmental Quality Act requirement relating to historic resources.

**SECTION 5.** Section 17.60.025 (“Minor variances”) of Chapter 17.60 (“Variances and Discretionary Permits”) of Title 17 (“Zoning”) is amended herein to read as follows:

**17.60.025 - Minor variances.**

The director ~~of development services~~ may grant a minor variance from regulations, as specified in Chapter 17.20 or Chapter 17.30 of this code, as applicable.

A. Application. Applications for a minor variance shall be initiated by submitting the following materials to the development services department:

1. A completed application form signed by the property owner or authorized agent, accompanied by the required fees and plans;
- ~~2. Signatures from all owners of property abutting the project site and directly across the street from the project site or written evidence indicating approval of the request, and the posting of a sign on the property for ten days; or~~
- ~~3. A list, drawn from the last equalized property tax assessment roll showing the names and addresses of the owner or record of each lot abutting the property and each property on the block within one hundred fifty feet of the property, and the posting of a sign on the property for ten days~~

B. Notice.

- ~~1. If the applicant is unable to obtain the written approval of the property owners abutting and directly across the street from the property, notice shall be given to immediately adjacent property owners and property owners on the block within one hundred fifty feet of the subject property to notify them that an application is being filed for a minor variance. A list, drawn from the last equalized property tax assessment roll showing the names and addresses of the owner or record of each lot within three hundred feet of the property, and the posting of a sign on the property for 14 days to notify them that an application is being filed for a minor variance.~~
2. Comments shall be accepted by the director for a ~~ten~~-fourteen-day period following the application submittal.
3. The director may use any comments received to assist in making findings and conditions relating to the application.

**SECTION 6.** Subsection 17.60.56.D ("Procedure") of Section 17.60.056 ("Discretionary demolition permit") of Chapter 17.60 ("Variances and Discretionary Permits") of Title 17 ("Zoning") is hereby amended to read as follows:

**17.60.056.D – Procedure.**

- D. Procedure: Any application for a discretionary demolition permit shall be accompanied by (i) a written historic assessment or survey prepared by a qualified architectural historian certified by the Secretary of the Interior's Standards selected from the list of qualified consultants on file with the planning and community preservation department which concludes that the property proposed to be demolished is not classified under the California Historic Resource Codes 1 to 5 - eligible for local listing or designation, or a contributor to an existing or potential district and (ii) an application for replacement development project consistent with the standards and requirements of the applicable zoning district, and (iii) an affidavit of posting of a sign at least three feet by four feet in size, located in a conspicuous place on the property abutting a public street or alley, identifying the property as the

subject of an application for a demolition permit. Both the discretionary demolition permit and the application for the replacement development project shall be reviewed concurrently and no discretionary demolition permit shall be approved unless and until the replacement development project is approved. The reviewing body for a demolition permit shall be the same body or individual that would review and approve the accompanying replacement development project.

**SECTION 7.** Subsection 17.60.100.H.1.a and b (“Burden of proof on applicant”) of Section 17.60.056 (“Discretionary demolition permit”) of Chapter 17.60 (“Variances and Discretionary Permits”) of Title 17 (“Zoning”) is hereby amended to read as follows:

H. Burden of Proof on Applicant. Before any demolition permit is granted, the application shall show, to the reasonable satisfaction of the body considering such matter, the existence of the following facts:

1. That the structure proposed for demolition:

- a. Has no local, state or national historic significance as determined by the historic resources ~~survey~~ evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms pursuant to subsection D above; or
- b. Is deemed to be eligible for local listing or designation under the California Historic Resource Codes 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted, and/or a historical resources evaluation report with analysis of proposed alternations to determine if a proposed project would result in a substantial adverse change to a historical resource as defined in Section 15064.5(b) of the State California Environmental Quality Act (CEQA) Guidelines, identified mitigation measures, has been prepared that will allowing the project to proceed, with a certificate of appropriateness applicable permit requirements including, but not limited to: construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document or the historical resources evaluation report; or

**SECTION 8.** Amending Chapter 17.61 (“Reasonable Accommodation”) Subsection B (“Concurrent Review”) of Section 17.61.050 (“Review Authority”) is hereby amended to read as follows:

B. Concurrent Review. A request for reasonable accommodation submitted for concurrent review with another discretionary land use application shall

be reviewed by the authority reviewing the discretionary land use application excluding applications for discretionary design review. The written determination on whether to grant or deny the request for reasonable accommodation shall be made by the review authority in compliance with the applicable review procedure for the discretionary review. The written determination to grant or deny the request for reasonable accommodation shall be made in accordance with Section 17.61.040 of this section.

**SECTION 9.** Section 17.68.070 (“Standards for development”) of Chapter 17.68 (“Parking”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.68.070 “Standards for development”

- A. Design and development of all parking facilities shall conform to the parking lot development design standards of Exhibits A, B, ~~and C~~, and D, which are on file in the office of the city engineer. These requirements are of necessity expressed as minimum standards.

**SECTION 10.** Section 17.68.070 (“Standards for Development”) of Chapter 17.68 (“Parking”) of Title 17 (“Zoning”) adding Subsection V. (“Driveway width”) and Subsection W. (“Minimum standards for circular driveways”) to read as follows:

17.68.070 “Standards for Development”

V. Driveway Width. The standard width of a driveway serving a residential use in the R-1 and R-2 zones shall be as follows:

1. The minimum width for a standard driveway shall be not less than ten feet uniform width for garages located at the rear of a lot and shall be totally unobstructed in accordance with Section 17.68 “Parking.”
2. The maximum width for a standard driveway for a one-car garage located at or near the front setback shall be not less than ten feet uniform width.
3. The maximum width for a standard driveway for a two-car garage located at or near the front setback shall not be less than twenty feet uniform width.

W. Minimum Standards for Circular Driveways.

1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty-five feet have been provided.
2. Minimum lot width shall be eighty feet.
3. Driveway width shall not exceed twelve feet.
4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.
5. The development services and public works departments shall review and approve the propose driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.

**SECTION 11. California Environmental Quality Act.** The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that the text amendments will not have a significant effect on the environment. The amendments to Chapters 10.04, 10.24, 17.20, 17.22, 17.60, 17.68, consist of general “clean up” of this Ordinance and is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 1506 (b)(3) of the California Code of Regulations.

**SECTION 12. Severability; Continuation of Provisions.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance or the rules adopted hereby. The City Council of the City of Sierra Madre hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable. To the extent the provisions of the Sierra Madre Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

**SECTION 13. Inconsistent Provisions.** Any provision of the Sierra Madre Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to the extent necessary to implement the provisions of this Ordinance.

**SECTION 14. Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

**SECTION 15. Publication.** The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code Section 36933, shall certify to the adoption of this Ordinance and his/her certification, together with proof of the publication, to be entered in the book of Ordinances of the City Council.

**SECTION 16. Effective Date.** This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code Section 36937.

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. 1411 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: Chris Cimino, Director of Public Works *CC*

REVIEWED BY: Gabriel Engeland, City Manager

DATE: April 23, 2019

SUBJECT: CONSIDERATION OF RESOLUTION 19-13 REGULATING  
PARKING IN MUNICIPAL PARKING LOTS

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## **STAFF RECOMMENDATION**

It is recommended the City Council adopt Resolution 19-13; updating the regulations of Downtown District municipal parking lots to match regulations currently adopted and enforced on public streets.

Staff also recommends posting signage and matching parking regulations for the three municipal lots providing parking for City business; the City Hall parking lot, the Library parking lot, and the Sierra Vista parking lot.

## **ALTERNATIVES**

1. Adopt Resolution 19-13 limiting parking in the Downtown District municipal parking lots to require permits for overnight parking, pursuant to Sierra Madre Municipal Code (SMMC) 10.24.230.
2. The City Council may maintain the current parking regulations for all municipal parking lots with no change.

## **SUMMARY**

The Sierra Madre Downtown District has four municipal parking lots and three public parking lots outside of the Downtown District located at City Hall, the Public Library, and Sierra Vista Park. Parking regulations vary in all municipal parking lots, which causes confusion, especially in the Downtown District, for enforcement and for residents. Staff is recommending the following changes to the parking lot regulations.

# CONSIDERATION OF RESOLUTION 19-13 REGULATING PARKING IN MUNICIPAL PARKING LOTS

April 23, 2019

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1. The Downtown District parking lots; Mariposa, South Baldwin Avenue, Montecito and Auburn Lots would allow for overnight parking by permit only. Each lot would follow the existing overnight parking permit code (10.24.230) which is currently applied to public streets. It is recommended that each Downtown District parking lot is standardized to conform with SMMC 10.24.230 "All night parking ban and parking permits," requiring an overnight permit.
  - a. The permit shall be displayed on the left side of the rear bumper of the vehicle for which it is issued at all times during which the vehicle is parked upon the street between the hours of three a.m. and five a.m. of any day.
  - b. No person who owns or has possession, custody or control of any vehicles shall store such vehicle upon any street or alley, for more than a consecutive period of seventy-two hours.
  - c. No person shall construct, or cause to be constructed, repair, or cause to be repaired, grease, or cause to be greased, dismantle, or cause to be dismantled, any vehicle or any part thereof, upon any public street or alley in the city; except for temporary emergency repairs.
  - d. All permitted vehicles must have current registration.

City staff has evaluated all other municipal parking lots and has determined that additional overnight parking restrictions are not required. The municipal parking lots located at City Hall, Sierra Madre Public Library, and Sierra Vista Park will continue the same restriction presently imposed: "No Overnight Parking". Appropriate signage will be posted at each entrance stating this regulation. Further, staff recommends no changes to the municipal lot in the canyon known as the "Mary's Market" Parking Lot.

## **ANALYSIS**

Currently the municipal parking lots each have different regulations, this leads to confusion among residents and downtown visitors and makes parking enforcement difficult. Three of the downtown parking lots and Mary's parking lot allows for overnight parking for up to 48 hours with no permit. The Auburn parking lot has "No Parking" from "12:00 AM to 6:00 AM". The City Hall parking lot is "No Overnight Parking" except for government business. The Public Library and Sierra Vista Park are not posted for any restrictions. Municipal Code 10.24.220 as stated below, allows the City Council to regulate parking in any of the City's municipal parking lots.

Municipal Code: 10.24.220 - Parking restrictions on municipal lots.

The City Council may, from time to time, by resolution provide for the establishment of regulations for the stopping, standing or parking of vehicles in, or upon any municipal parking lot in the city and when authorized signs are erected and in place giving notice thereof, no person shall stop, stand or park any vehicle

## CONSIDERATION OF RESOLUTION 19-13 REGULATING PARKING IN MUNICIPAL PARKING LOTS

April 23, 2019

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in, on or upon any such municipal parking lot for a period of time longer than that specified in any such resolution duly adopted and approved by the city council.

Staff is recommending a change to the parking regulations in the four Downtown District parking lots to comply with SMMC 10.24.230 "All-night parking ban and parking permits."

Municipal Code: 10.24.230 All night parking ban and parking permits;

No person shall park a vehicle on any street set forth in subsection G of this section between the hours of three a.m. and five a.m. on any day except in accordance with an all-night parking permit issued to such vehicle as hereinafter provided.

Staff also recommends a change to the parking restrictions for the Sierra Madre Public Library and Sierra Vista Park parking lots to match the regulations of the City Hall Parking Lot.

### **FINANCIAL REVIEW**

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

### **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](http://www.cityofsierramadre.com).

Attachment:

RESOLUTION NO. 19-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, ESTABLISHING OVERNIGHT PARKING RESTRICTIONS FOR THE MUNICIPAL PARKING LOTS

WHEREAS, the City Council may, from time to time, by Resolution provide for the establishment of regulations for the stopping, standing, or parking of vehicles in, or upon any municipal parking lot in the City; and

WHEREAS, the City Council desires to establish overnight parking restrictions in the municipal parking lots referred to as the "Downtown District" parking lots; Mariposa, South Baldwin, Montecito and Auburn Lots to allow for overnight parking under SMMC 10.24.230 "All night parking ban and parking permits," requiring an overnight parking permit, and

WHEREAS, the City Council also desires to not change the overnight parking restriction in the municipal parking lots referred to as "Public Parking Lots"; City Hall, Sierra Madre Public Library, and Sierra Vista Park which have no overnight parking permitted and authorize signs be erected giving notice thereof, that no person shall stop, stand or park any vehicle in, on or upon the public parking lots for the period of time so posted.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre, hereby designates that parking in the municipal Downtown District parking lots be prohibited between the hours of 3:00 am and 5:00 am daily, pursuant to SMMC 10.24.230 "All night parking ban and parking permits," requiring an overnight permit.

PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ON THE 23<sup>rd</sup> DAY OF April 2019, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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John Harabedian, Mayor  
City of Sierra Madre

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Sue Spears, City Clerk

APPROVED AS TO FORM

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AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
John Harabedian, Mayor  
City of Sierra Madre

\_\_\_\_\_  
Sue Spears, City Clerk

APPROVED AS TO FORM

\_\_\_\_\_  
Teresa Highsmith, City Attorney