



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES
SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, September 25, 2018 - 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 Pro Tem John Harabedian called the meeting to order at 6:32 p.m. City Clerk Sue Spears called the roll.

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

Absent: Mayor Denise Delmar

Also Present: Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Vincent Gonzalez, Planning & Community Preservation Director
Miguel Hernandez, Human Resources Manager
Clarissa Lowe, Recreation Coordinator
Joe Nocella, Interim Finance Director
Joe Ortiz, Police Chief
Jose Reynoso, Utility Services Director
Christine Smart, Library Services Manager
Rich Snyder, Fire Captain
Sue Spears, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION

Mayor Pro Tem Harabedian led the Pledge of Allegiance and commented that we are in the high holiday season for the Jewish faith, called Sukkot, and they just celebrated Yom Kippur a few days ago. In addition, Mayor Pro Tem Harabedian said that, for those following international politics, things are seemingly crazy. Mayor Pro Tem Harabedian stated that he is praying for peace and sanity for all of our leaders and anyone going through their own personal struggles and burdens.

APPROVAL OF AGENDA

Mayor Pro Tem John Harabedian asked for a motion to approve the agenda as presented.

Council Member Arizmendi moved to approve the agenda as presented.

Council Member Capoccia seconded the motion to approve.

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

Noes: None

Absent: Mayor Denise Delmar

Abstain: None

The motion to approve the agenda as presented was passed by a vote of four (4) yes and one (1) absent.

APPROVAL OF MINUTES

Mayor Pro Tem Harabedian asked for the approval of the Minutes of the Regular Council Meeting of September 11, 2018.

Council Member Capoccia moved to approve the Minutes of the Regular Council Meeting of September 11, 2018 as presented.

Council Member Goss seconded the motion to approve.

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

The motion to approve the Minutes of the Regular Council Meeting of September 11, 2018 as presented was passed by a vote of four (4) yes and one (1) absent.

REPORT ON THE CLOSED SESSION SPECIAL MEETING

There was no Closed Session Special Meeting.

MAYOR AND CITY COUNCIL REPORTS

- A. Mayor Denise Delmar was absent.
- B. Pro Tem John Harabedian did not make a report.
- C. Council Member Rachelle Arizmendi reported that she received an email regarding potential food industry scammers posing as health inspectors, in an effort to trick people and demand money. She cautioned people and businesses to verify health inspector's identity before allowing them access to property or paying any money.
- D. Council Member John Capoccia reported that (1) the Los Angeles County Vector Control District has put more resources in the field (almost double in the last five year average) in an effort to get ahead of the mosquito problems in early Summer, (2) so far it has proven to be very successful, as there has only been one case of West Nile Virus affecting a human reported in Southern California this year, (3) reminded residents to dump any standing water, as an added preventative measure, and (4) persons noticing mosquito problems near their residence or business can call the LA County Vector Control District, who will dispatch staff to inspect and advise.
- E. Council Member Gene Goss did not make a report.

PUBLIC COMMENT ON NON-AGENDA ITEMS

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

- Ian Parsons, Sierra Madre, Webelos Cub Scout Pack 114, said that he is requesting that a crosswalk be painted at the intersection of Sierra Madre Blvd. and Monterey Lane (near Sierra Vista Park).

Public Works Director Cimino said that the recent previous traffic study included only the Downtown Area, but that Staff can take a look at the traffic around Sierra Vista Park and report back in the future.

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

PRESENTATION – DONATION BY ATHENS SERVICES TO SIERRA MADRE CERT

Ed Chen, Director of Governmental Affairs, Athens Services, presented a check to Robert Gjerde, Sierra Madre CERT. Mr. Gjerde thanked Athens Services for its support and explained that the funds would be used to purchase and install a communications antenna at the Sierra Madre City Hall, as part of the Sierra Madre CERT's "Arden Network".

PRESENTATION – RECOGNITION OF SIERRA MADRE LITTLE LEAGUE ALL STARS

Mayor Pro Tem Harabedian congratulated the Sierra Madre Little League manager, coaches, and players on their recent winning of the California District 17 All-Stars Championship game. He read the City Council Proclamation and individually presented a certificate to Manager Brian Kriebs, Coach Walker Haynes, Coach Tim Shepard, and the team members as follows:

Bode Bertsch
Cash Carroll
Athar Darlas
Jake Garcia
Caeden Haynes
Nathaniel Karafilis-Spensley
Lucas Kirages

Nicholas Kriebs
Aiden Mahoney
Dane Shepard
Morgan Sullivan
Andre Touloumian
Yahir Treto-De La Torre

AGENDA ACTION ITEMS:

1. CONSENT CALENDAR

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

- a. ADOPTION OF RESOLUTION 18-51 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS - Recommendation that the City Council approve Resolution No. 18-51 for approval of payment of City warrants in the aggregate amount of \$166,512.47; Library warrants in the aggregate amount of \$17,011.52, and payroll transfer in the aggregate amount of \$307,446.59 for fiscal years ending June 2018 and June 2019.
- b. TREASURER'S REPORT – QUARTER ENDING JUNE 30, 2018 – Recommendation that the City Council receive and file the Treasurer's Report for the cash and investment portfolio for quarter ending June 30, 2018.
- c. SECOND READING OF ORDINANCE 1402 AMENDING TITLE 10 OF THE SIERRA MADRE MUNICIPAL CODE BY ADDING A DEFINITION TO SECTION 10.04.165 "RECREATIONAL VEHICLE" AND AMENDING SECTION 10.24.310 "PARKING COMMERCIAL VEHICLES IN RESIDENTIAL DISTRICTS" - Recommendation that the City Council read by title only, waive further reading, and adopt Ordinance amending Title 10 (Vehicles and Traffic) of the Sierra Madre Municipal Code by amending Chapter 10.04 "Definitions" and amending Section 10.24.310 (Parking Commercial Vehicles in Residential Districts).
- d. AWARD OF PROFESSIONAL SERVICES CONTRACT TO RKA CONSULTING GROUP FOR ENGINEERING DESIGN SERVICES FOR THE DESIGN OF THE FISCAL YEAR 2018-2019 STREET IMPROVEMENT PROJECT – Recommendation that the City Council award a professional services agreement to RKA Consulting Group for engineering design services in the amount of \$40,930 and authorize the Public Works Director to execute the Professional Services Agreement on behalf of the City of Sierra Madre.

Mayor Pro Tem Harabedian asked if any Member of the Council had questions on items on the Consent Calendar.

In response to a question by Council Member Capoccia about the resurfacing of Auburn Alley, Baldwin Alley, Merrill Alley, and Montecito Alley, Public Works Director Cimino responded that, while not named on the Sierra Madre Street Index, they are public streets, had been skipped during previous street projects, and will get minimal repair.

Mayor Pro Tem Harabedian asked whether it is required to go out to bid for engineering plans whenever the City repaves or repairs a street. Public Works Director Cimino said that, in order to do a bid package for street repair/repaving, there is a need to have an engineer design the specifications, so that the contractors know specifically what to follow in the repairs/repaving when submitting their bids.

Mayor Pro Tem Harabedian opened the meeting for Public Comment on the Consent Calendar. Seeing no one, Mayor Pro Tem Harabedian closed Public Comment and brought the matter back to the Council for discussion. No discussion occurred.

Council Member Goss made a motion to approve Consent Items 1a, 1b, 1c, and 1d as presented.

Council Member Arizmendi seconded the motion to approve.

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

The motion to approve Consent Calendar Items 1a, 1b, 1c, and 1d as presented was passed by a vote of four (4) yes and one (1) absent.

2. PUBLIC HEARING - CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT FUNDING FOR FISCAL YEAR 2018-2019 – Recommendation that the City Council open a Public Hearing, receive testimony, and accept grant funds from the COPS/SLESF grant program and authorize appropriations and expenditures.

Mayor Pro Tem Harabedian opened the issue for Public Hearing.

Police Chief Ortiz gave a report on this item regarding the Sierra Madre Police Department's receipt of \$100,000 (for fiscal year 2018-2019) from the COPS/SLESF Grant Program to support front-line police operations. The funds are to supplement, not supplant, existing police funding. Staff is recommending that the funds be allocated as follows:

- Code Enforcement Officer (CEO) - \$25,250
- Community Service Officer (CSO) - \$49,750
- Helicopter Services (Foothill Air Support) - \$12,000
- ICI Radio System - \$13,000

As part of the report, Chief Ortiz said that there is \$136,000 balance remaining in City's COPS/SLA account as of June 30, 2017, due to additional payments received from the State. The \$100,000 for fiscal year 2018-2019 is in addition to the \$136,000 remaining in the COPS/SLA account.

Mayor Pro Tem Harabedian asked if any member of the Council had any questions.

In response to a question by Council Member Arizmendi, Chief Ortiz responded that the SMPD has received COPS grant monies for at least the last 12 years and budgets accordingly. He said that the additional funding has been used toward items such as personnel costs, CADETS, additional Community Service Officers, burglary suppression details, helicopter services, ICI Radio System, and the Code Enforcement Officer.

Council Member Capoccia asked about the plans for the \$136,000 remaining in the COPS/SLA account. Chief Ortiz responded that plans are being developed, including looking at infrastructure and capital expenditure projects.

Mayor Pro Tem Harabedian said that this is a Public Hearing and asked if anyone would like to come forward to comment on this item. Seeing no one, Mayor Pro Tem Harabedian closed the Public Hearing and brought the matter back to Council for discussion.

Discussion occurred and there was consensus among the Council Members regarding the receipt and allocation of the \$100,000 as recommended.

Council Member Arizmendi made a motion to accept the 2018-2019 COPS/SLESF Grant Program funds and to approve the allocation of those funds as recommended.

Council Member Goss seconded the motion to accept and approve.

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

The motion to accept the 2018-2019 COPS/SLESF Grant Program funds and to approve the allocation of those funds as recommended was passed by a vote of four (4) yes and one (1) absent.

3. DISCUSSION ITEM - CONSIDERATION OF CITY OF SIERRA MADRE AND WATERWORKS AQUATICS COMMUNITY ADVISORY BOARD AND ESTABLISHING A MISSION STATEMENT - Recommendation that the City Council provide staff with direction regarding the formation of a Waterworks Aquatics Community Advisory Board and developing a mission statement for the Community Advisory Board.

Recreation Coordinator Lowe gave a report on this item, which included a PowerPoint presentation, "Waterworks Sierra Madre Community Advisory Board" (CAB), which has not yet been established. She indicated that City Staff has met with Waterworks Aquatics and is proposing to reduce the

required CAB membership total from seven (7) (as noted in the Waterworks Aquatics lease agreement) to five (5) members. Waterworks Aquatics Sierra Madre Pool Manager, Ricardo Melo, was present to answer questions.

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

In response to a question by Council Member Capoccia, Recreation Coordinator Lowe said that the Community Services Commission's role in this process is to first review any recommendations made by the CAB before they are presented to the City Council. Public Works Director Cimino stated that Public Works will be involved from the beginning once CAB recommendations are received, will vet/evaluate the requests, what is needed, determine the budget, and identify potential funding.

Pool Manager Melo reported that he has already a list of 15 people who have expressed interest in participating in the CAB.

Mayor Pro Tem Harabedian asked if anyone would like to come forward to comment on this item. Seeing no one, Mayor Pro Tem Harabedian closed the Public Hearing and brought the matter back to Council for discussion.

Discussion occurred and Staff was provided with direction (1) to establish the CAB with a minimum of 5 members or up to 7 members, so long as CAB membership includes pool users who are also SM residents and City Staff, (2) to move the process forward as soon as possible, (3) that City Staff is to develop an application form/process and (4) that appointments to the CAB for the pool users/SM resident members will be made by a three member panel made up with a Community Services Commission Liaison, Community Services Department Staff Person, and a Waterworks Staff Person.

NEW ITEMS PLACED FOR FUTURE AGENDA:

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

Council Member Capoccia said that his term on the Vector Control Board is ending and requested that consideration of his reappointment by the Council be added to a future agenda.

ADJOURNMENT

Mayor Pro Tem Harabedian made a motion to adjourn the meeting.

The motion to adjourn was seconded by Council Member Goss.

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

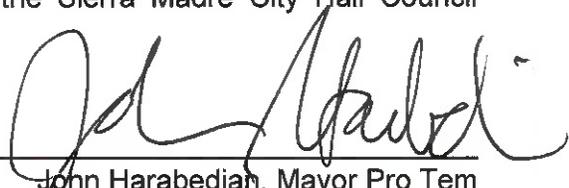
Noes: None

Absent: Mayor Denise Delmar

Abstain: None

The motion to adjourn was passed with a vote of four (4) yes votes and one (1) absent.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 7:24 p.m. to a Regular Meeting to be held on Tuesday, October 9, 2018, in the Sierra Madre City Hall Council Chambers.



John Harabedian, Mayor Pro Tem

Minutes taken and prepared by:



Sue Spears, City Clerk